

MINUTES
REINVESTMENT ZONE NUMBER TWENTY-SEVEN, CITY OF HOUSTON, TEXAS

May 21, 2018

The Board of Directors (the "Board") of Reinvestment Zone Number Twenty-Seven, City of Houston, Texas (the "Zone") met in regular session, open to the public, on May 21, 2018, at the St. Stephen's Episcopal Church, Pecore Hall, 1805 W. Alabama, Houston, Texas 77098, inside the boundaries of the Zone, and the roll was called of the members of the Board:

Lisa W. Hunt	Position 1
Randy Mitchmore	Position 2 Chairman
Joe D. Webb	Position 3 Secretary
Sherry Weesner	Position 4 Vice-Chair
Paul Dickerson	Position 5
Jacqueline Martin	Position 6 Assistant Secretary
Kathy Hubbard	Position 7

and all of the above were present, thus constituting a quorum.

Also present at the meeting were Thomas Wang, Ben Brewer, Robin Holzer, Don Huml, Erin Williford, and Kristen Hennings; Carnell Emanuel of the City of Houston (the "City"); and Alia Vinson, Sandra Staine, and Kristen Hogan of Allen Boone Humphries Robinson LLP ("ABHR").

ESTABLISH QUORUM AND CALL TO ORDER

Chairman Mitchmore called the meeting to order at 6:03 p.m.

MINUTES

The Board considered approving the minutes of the April 16, 2018, regular meeting. After review and discussion, Director Hunt moved to approve the minutes as presented. Director Dickerson seconded the motion, which passed by unanimous vote.

RECEIVE PUBLIC COMMENT

Ms. Holzer commented on her role as the Neartown/Montrose neighborhood representative on the Bicycle Advisory Committee established by the City to make recommendations on bicycling issues in Houston, including safety and education, strategies for identifying and funding projects, and promoting public participation, in connection with the Houston Bike Plan. She distributed a map from the Houston Bike Plan showing proposed projects and commented on coordination and funding commitments between the City and Harris County and the "Build 50 Challenge" issued by Bike Houston to its various public partners. A copy of the Houston Bike Plan map is attached.

RECEIVE COMMITTEE REPORTS

The Board reviewed reports from the Public Engagement Committee and the Projects and Planning Committee, copies of which are attached.

Director Weesner discussed a preliminary list of potential CIP projects.

Director Mitchmore discussed a recent news article on walkability.

TAX INCREMENT AND ASSESSMENT MATTERS

There was no discussion on this agenda item.

REVIEW FINANCIAL INFORMATION AND AUTHORIZE PAYMENT OF INVOICES

The Board discussed the invoices submitted by ABHR for legal fees and by Equi-Tax, Inc. for monthly consulting fees. After review and discussion, and based on the recommendation of the Finance Committee, Director Hubbard moved to approve the invoices. Director Webb seconded the motion, which passed by unanimous vote.

DISCUSS REQUEST FOR QUALIFICATIONS FOR WEBSITE DESIGN SERVICES

The Board discussed the responses to the Request for Qualifications for website design services. Director Weesner stated that the Public Engagement Committee recommended contracting with eLsqrd Media Group to prepare a website for the Zone.

After review of the Public Engagement Committee's recommendation and discussion, Director Weesner moved to authorize negotiation of a contract with eLsqrd Media Group for the design of the Zone website. Director Hubbard seconded the motion, which carried unanimously.

COST SHARING AGREEMENT FOR SIDEWALK TRIP HAZARD REPAIR JOINT PILOT PROJECT

Ms. Vinson provided an update on the status of the agreements related to the sidewalk trip hazard repair joint pilot project. She discussed the three contract components for the project, including a purchase order from the City for reimbursement of 50% of the cost up to \$7,500, the construction contract with the contractor, Precision Safe Sidewalks, and the contract with a construction manager consultant. Director Mitchmore discussed qualifications submitted for construction management consulting services and stated that the Projects and Planning Committee recommended selecting Jones & Carter, Inc. After review of the Projects and Planning Committee recommendation and discussion, Director Hunt moved to authorize negotiation of (1) the purchase order with the City; (2) the construction contract with Precision Safe Sidewalks; and (3) the construction management consulting agreement with Jones & Carter, Inc. Director Webb seconded the motion, Director Weesner then responded to questions regarding the factors considered in the selection of the

recommended construction management consultant. Upon calling for a vote on the pending motion, all of the Board members voted in favor and the motion was unanimously approved.

DISCUSS H-GAC LIVABLE CENTERS STUDY AND AUTHORIZE APPROPRIATE ACTION

Director Weesner said she had nothing new to report on the H-GAC Livable Centers Study process.

ADOPT RESOLUTION REGARDING SUBMITTAL OF GRANT APPLICATIONS

The Board discussed the potential of submitting a grant application outside of a regular Board meeting and delegating the authority to the Projects and Planning Committee. The Board reviewed a Resolution Regarding Submittal of Grant Applications. Discussion ensued regarding the extent of the authority to be delegated for submittal of grant applications and concerns regarding the time and resources associated with the process. After review and discussion, the Board concurred to defer action on this item.

DISCUSS ADMINISTRATIVE SERVICES AND AUTHORIZE APPROPRIATE ACTION

Director Webb reported on responses to the Request for Qualifications for Administrative Services and stated that the Administrative Services Committee proposed to interview four of the six entities that submitted qualifications, as follows: Goodman, Knudson LP, Hawes Hill & Associates, and Versa. The Board discussed the interview process and timing and the goal to select an administrative services provider at the June 18th meeting. After discussion, Director Hubbard moved to authorize the Administrative Services Committee to conduct initial interviews with the four entities and to then determine the entities recommended for final interviews by the full Board at the June 18th meeting. Director Webb seconded the motion, which carried unanimously.

ANNOUNCEMENTS REGARDING WORKSHOPS, SEMINARS, AND PRESENTATIONS RELATING TO ZONE MATTERS

Director Mitchmore discussed changes in the City's Public Works Department and plans to schedule a meeting with representatives of the Public Works Department.

Director Weesner reported on the H-GAC workshop on pedestrian and bicycle safety scheduled for May 25, 2018.

DISCUSS MEETING SCHEDULE

The Board concurred to meet on June 18, 2018, at 6:00 p.m.

CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.072, TEXAS GOVERNMENT CODE, TO DISCUSS ECONOMIC DEVELOPMENT NEGOTIATION OF THE ZONE

The Board did not convene in executive session.

ADJOURN

There being no further business to come before the Board, the meeting was adjourned.



Secretary, Board of Directors

(SEAL)

LIST OF ATTACHMENTS TO MINUTES

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Houston Bike Plan map1
Reports from Public Engagement Committee and Projects and Planning Committee2