

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

February 18, 2019

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 February 18, 2019, 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 Carnell Emanuel of the City of Houston (the "City"); Damon Williams of Knudson, LP ("Knudson"); Kay Warhol, Truman Edminster, and Steve Longmire; and Alia Vinson, Sanjay Bapat, and Alyssa Ollwerther of Allen Boone Humphries Robinson LLP ("ABHR").

ESTABLISH QUORUM AND CALL TO ORDER

Chairman Mitchmore called the meeting to order at 6:02 p.m.

MINUTES

The Board considered approving the minutes of the December 17, 2018, regular meeting. After review and discussion, Director Martin moved to approve the minutes as presented. Director Webb seconded the motion, which passed by unanimous vote.

RECEIVE PUBLIC COMMENT

Mr. Longmire provided comments to the Zone's proposed Pedestrian/Bicycle Mobility Program. He also requested that the Board continue to consider providing a safety feature to accompany the traffic signal at Montrose Boulevard and West Main Street. Mr. Williams stated that he would reach out to Mr. Longmire regarding the Pedestrian/Bicycle Mobility Program.

## RECEIVE COMMITTEE REPORTS

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

## REVIEW FINANCIAL INFORMATION AND AUTHORIZE PAYMENT OF INVOICES

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

Director Weesner requested that the Board consider requesting an annual invoice from Equi-Tax, Inc. rather than monthly invoices. The Board concurred to further discuss this matter under agenda item 9.

## UPDATE ON REDEVELOPMENT AUTHORITY CREATION AND DISCUSS REQUEST FOR QUALIFICATIONS FOR FINANCIAL ADVISORY SERVICES

Ms. Vinson and Mr. Williams updated the Board on the status of the creation of the Redevelopment Authority. Ms. Vinson reported that ABHR has submitted a draft of the Redevelopment Authority documents and tri-party agreement between the Zone, the Redevelopment Authority, and the City, to the City for consideration.

The Board discussed issuing a request for qualifications ("RFQ") for financial advisory services and forming an ad hoc committee to work on the request and publication of same. After discussion, Director Hunt moved to (1) authorize an ad hoc committee of Chairman Mitchmore, Director Hubbard, and Director Dickerson, with Director Webb as an alternate committee member, to prepare and oversee a RFQ for financial advisory services; and (2) authorize publication of the RFQ in the Houston Business Journal and posting same on the Zone's website and the City's website. Director Weesner seconded the motion, which carried unanimously.

## REPORT FROM KNUDSON, L.P.

Mr. Williams updated the Board on rental quotes for the use of a public announcement system. He stated that St. Stephens has offered the option of restructuring the current lease with the Zone to cover the expense of St. Stephens providing audio/visual support for each meeting. Discussion ensued regarding the possibility of changing the location of the regular Zone meetings from Pecore Hall to the Haven's Center, a smaller room, to facilitate better acoustics. Mr. Williams stated that the Board would need to change the regular meeting time from 6:00 p.m. to 6:30 p.m., if the Board moves to the Haven's Center. After discussion, the Board concurred that the Public Engagement Committee should work with St. Stephens regarding the

amendment of the Zone's current lease to hold the meetings at 6:30 p.m. at the Haven's Center. Director Hunt did not participate in the discussion.

Mr. Williams reviewed the status of the Zone's website design with the Board, as prepared by eLsqrd Media Group ("eLsqrd"). He stated that the Zone's website is currently live. Mr. Williams discussed making documents on the Zone's website accessible. Discussion ensued regarding the possibility of engaging a freelance writer to incorporate editorials, on an as needed basis, on the Zone website.

The Board discussed the issuance of a request for qualifications for engineer services for the Zone, noting that submissions are due by February 19, 2019. The Board noted that the Projects and Planning Committee would review the submissions and make a recommendation to the Board at the April meeting.

Mr. Williams updated the Board on the Pedestrian/Bicycle Mobility Program (the "Program") for the Zone. Discussion ensued.

Mr. Williams updated the Board on the status of the H-GAC Livable Centers Study grant.

Ms. Vinson updated the Board on 2019 legislative session matters.

Director Hubbard entered the meeting.

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

There were no announcements regarding workshops, seminars, and presentations relating to Zone matters.

ANNUAL REVIEW OF CONSULTANT SERVICES

The Board discussed performing an annual review of consultant services for the Zone. After discussion, Director Weesner moved to (i) authorize the Projects and Planning Committee to complete performance reviews for ABHR and Knudson and (ii) authorize the Finance Committee to complete a performance review for Equi-Tax, Inc., including the request for annual invoices instead of monthly invoices. Director Hubbard seconded the motion, which carried unanimously.

DISCUSS MEETING SCHEDULE

The Board concurred to meet on April 15, 2019, at 6:00 p.m at Pecore Hall.

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.

UPDATE ON REDEVELOPMENT AUTHORITY CREATION (CONT'D)

Mr. Emanuel stated that the City is reviewing the Redevelopment Authority documents and the tri-party agreement.

ADJOURN

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

  
Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

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and Public Engagement Committee.....2