

**AGENDA FOR MEETING OF THE BOARD OF DIRECTORS  
OF  
REINVESTMENT ZONE NUMBER TWENTY-SEVEN, CITY OF HOUSTON, TEXAS  
AND  
MONTROSE REDEVELOPMENT AUTHORITY, CITY OF HOUSTON, TEXAS**

Notice is hereby given that the Board of Directors of Reinvestment Zone Number Twenty-Seven, City of Houston, Texas (the "Zone"), and along with the Board of Directors of the Montrose Redevelopment Authority, City of Houston, Texas (the "Authority"), will hold a regular meeting on **Wednesday, February 24, 2021, at 6:30 p.m., by teleconference and/or videoconference. Register for the teleconference/videoconference\* at <https://tinyurl.com/4gf8nvxd>**, a telephone number to join via teleconference, a link to join via videoconference, and a password to access the conference will be provided, to discuss and to consider, discuss and adopt such orders, resolutions or motions, and take direct or indirect actions as may be necessary, convenient, or desirable with respect to the following matters:

1. Establish quorum and call to order.
2. Receive public comment.  
(A statement of no more than 3 minutes may be made of items of general relevance. There will be no yielding of time to another person. State law prohibits the Board Chair or members of the Board from commenting on any statement or engagement in dialogue without an appropriate agenda item being posted in accordance with the Texas Open Meetings Act. Comments should be directed to the entire board, not individual members. Engaging in verbal attacks or comments intended to insult, abuse, malign, or slander any individual shall be cause for termination of time privileges.)
3. Minutes.
4. Reorganize Board.
5. Reorganize committees.
6. Projects and Planning:
  - a. Projects and Planning Committee report;
  - b. report from Gauge Engineering, including the following:
    - i. update on Waugh Drive, Commonwealth, and Yoakum Street improvements; and
    - ii. update on Hawthorne Street and Woodhead Street Neighborhood Safe Street;
  - c. discuss potential 5-year Capital Improvement Projects;
  - d. update on Livable Centers Study; and
  - e. update on project with Montrose Collective Owner, LP.
7. Public Engagement:
  - a. Public Engagement Committee Report; and
  - b. approve Task Order No. 2 submitted by The Goodman Corp. for funds allocated related to Houston METRO program.
8. Affordable Housing, including Affordable Housing Committee report.
9. Financial Matters, including report from bookkeeper, review financial information, and authorize payment of invoices.

Persons with disabilities who plan to attend this meeting and would like to request auxiliary aids or services are requested to contact the Zone's attorney at (713) 860-6400 at least three business days prior to the meeting so that appropriate arrangements can be made.

10. Annual review of Investment Policy, including adopt Resolution Regarding Annual Review of Investment Policy.
11. Annual disclosure statements from bookkeeper and investment officer.
12. Report from Masterson Advisors, including discuss financial capacity of Zone and the Authority, and authorize action as appropriate.
13. Report from Zone administrator.
14. Report from Attorney.
15. Announcements regarding workshops, seminars, and presentations relating to Zone and Authority matters.
16. Discuss meeting schedule and proposed agenda items for upcoming Board meeting(s).
17. Receive public comment.  
(A statement of no more than 3 minutes may be made of items of general relevance. There will be no yielding of time to another person. State law prohibits the Board Chair or members of the Board from commenting on any statement or engagement in dialogue without an appropriate agenda item being posted in accordance with the Texas Open Meetings Act. Comments should be directed to the entire board, not individual members. Engaging in verbal attacks or comments intended to insult, abuse, malign, or slander any individual shall be cause for termination of time privileges.)



---

Attorney for the Zone

**\*As a result of the current COVID-19 virus epidemic emergency, the convening at one location of a quorum of the Board is difficult or impossible. Therefore, the Board will conduct this meeting by teleconference and/or videoconference rather than by physical quorum pursuant to guidance of the Governor of the State of Texas. Members of the public are entitled to participate and address the Board during the meeting. In all respects, this meeting will be open to the public and compliant with applicable law and guidance of the Governor of the State of Texas. Please register for the meeting at <https://tinyurl.com/4gf8nvxd>, a telephone number to join via teleconference, a link to join via videoconference, and a password to access the conference will be provided. An electronic copy of the agenda packet can be found at: <https://www.districtdirectory.org/agendapackets/tirz27> and [montrosehtx.org](http://montrosehtx.org).**

Persons with disabilities who plan to attend this meeting and would like to request auxiliary aids or services are requested to contact the Zone's attorney at (713) 860-6400 at least three business days prior to the meeting so that appropriate arrangements can be made.

MINUTES  
REINVESTMENT ZONE NUMBER TWENTY-SEVEN, CITY OF HOUSTON, TEXAS  
AND  
MONTROSE REDEVELOPMENT AUTHORITY, CITY OF HOUSTON, TEXAS

December 7, 2020

The Board of Directors (the “Board”) of Reinvestment Zone Number Twenty-Seven, City of Houston, Texas (the “Zone”) and Montrose Redevelopment Authority, City of Houston, Texas (the “Authority”) met in regular session by teleconference and videoconference, with access by telephone and video available to the public, pursuant to Texas Government Code Section 551.125 and Governor Greg Abbott’s directive suspending certain provisions of the Texas Open Meetings Act dated March 16, 2020, on the 7<sup>th</sup> day of December, 2020, and the roll was called of the members of the Board being present by telephone:

Lisa W. Hunt	Position 1
Randy Mitchmore	Position 2 Chair
Joe D. Webb	Position 3 Secretary
Sherry Weesner	Position 4 Vice-Chair
Paul Dickerson	Position 5
Ray Valdez	Position 6
Jovon Tyler	Position 7

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

Also attending the videoconference were Muhammad Ali of Gauge Engineering (“Gauge”); Drew Masterson and Ben Terry of Masterson Advisors; Pat Hall of ETI Bookkeeping Services (“ETI”); Jeff Reichman of January Advisors; Patti Joiner and Walter Morris of Knudson, LP (“Knudson”); Jim Webb, John Geiss, and Robert McHaney of The Goodman Corp.; Nelson Vergel, Monica Aizpurua, Julia Retta, Jack Valinski, Stephen Longmire, and additional members of the public joined via teleconference and videoconference; Alia Vinson, Sanjay Bapat, and Alyssa Ollwerther of Allen Boone Humphries Robinson LLP (“ABHR”).

Mr. Bapat reviewed certain recommended protocols for conducting the District’s meeting via teleconference and videoconference. He announced that the meeting was being recorded and that consultant reports presented at the meeting were posted online and available to the public in the form of an “agenda packet” prior to the start of the meeting at <https://www.districtdirectory.org/agendapackets/tirz27/> and [www.montrosehtx.org](http://www.montrosehtx.org).

ESTABLISH QUORUM AND CALL TO ORDER

Chairman Mitchmore called the meeting to order at 6:35 p.m.

RECEIVE PUBLIC COMMENT

Chair Mitchmore offered any members of the public attending the meeting by videoconference and teleconference the opportunity to make public comment. There were no public comments.

MINUTES

The Board considered approving the minutes of the September 21, 2020, regular meeting, the October 22, 2020, special meeting, and the November 19, 2020, special meeting. After review and discussion, Director Weesner moved to approve the three sets of minutes as presented. Director Hunt seconded the motion. Followed by a roll call, the motion passed unanimously with all Directors voting in favor of the motion.

APPROVE SERVICES AGREEMENT WITH THE GOODMAN CORP. FOR GRANTS ADMINISTRATION

Messrs. Webb, Geiss, and McHaney introduced themselves to the Board and provided a brief overview of services offered by The Goodman Corp (“Goodman”).

Mr. Bapat reviewed a Services Agreement with Goodman for grants administration for the Authority. Discussion ensued. Following review and discussion, Director Webb moved to approve the Services Agreement. Director Hunt seconded the motion. Followed by a roll call, the motion passed unanimously with all Directors voting in favor of the motion.

UPDATE ON STATUS OF ANNEXATION OF ADDITIONAL LAND INTO THE ZONE

Mr. Bapat provided an update on the status of annexation of additional land into the Zone. He reminded the Board that the Amended Project Plan approved at the special meeting held on November 19, 2020, had been submitted to the City for approval at the City Council meeting on December 9, 2020.

UPDATE ON LIVABLE CENTER STUDY

Director Weesner provided an update on the status of the Livable Centers Study.

PROJECTS AND PLANNING

REPORT

Mr. Morris reviewed the Projects and Planning Committee report, a copy of which is attached, and provided an update on the ongoing work of the Projects and Planning Committee.

REPORT FROM GAUGE

Mr. Ali reviewed the engineer's report, a copy of which is attached, and provided an update on the projects outlined on the report.

WAUGH DRIVE, COMMONWEALTH, AND YOAKUM STREET IMPROVEMENTS

Mr. Ali stated that the bids were received for Waugh Drive, Commonwealth Street, and Montrose Boulevard at Westheimer Intersection Improvements on December 3, 2020. He recommended that the Board award the contract to the low bidder, Reytec Construction Resources, Inc. ("Reytec"), in the amount of \$2,866,700. He also noted that the Projects & Planning Committee recommends award to Reytec. The Board concurred that, in its judgment, Reytec was a responsible bidder who would be most advantageous to the Zone and would result in the best and most economical completion of the project. Following review and discussion, Director Weesner moved to award the contract for Waugh Drive, Commonwealth Street, and Montrose Boulevard at Westheimer Intersection Improvements to Reytec, in the amount of \$2,866,700, based upon the recommendation of the engineer and the Projects & Planning Committee, and subject to approval of the payment and performance bonds and review of the certificate(s) of insurance and endorsements, if any, provided by the contractor. Chair Mitchmore seconded the motion. Followed by a roll call, the motion passed unanimously with all Directors voting in favor of the motion, with the exception of Director Webb who experienced technical difficulties during the vote and did not cast a vote.

In connection with the Waugh Drive, Commonwealth Street, and Montrose Boulevard at Westheimer Intersection Improvements project, Mr. Ali reviewed Task Order No. 6, in the amount of \$188,610.00, for construction inspection and materials testing. Following review and discussion, Director Weesner moved to approve the proposal. Chair Mitchmore seconded the motion. Followed by a roll call, the motion passed unanimously with all Directors voting in favor of the motion, with the exception of Director Webb who experienced technical difficulties during the vote and did not cast a vote.

In response to an inquiry from Director Hunt, Mr. Ali stated that Gauge uses the City's disadvantaged business enterprise program when advertising for public bids for Waugh Drive, Commonwealth Street, and Montrose Boulevard at Westheimer Intersection Improvements. Discussion ensued related to the projected timeline of the project. Mr. Ali stated that he would work with eLsqrd Media Group to publish updates on the Authority website related to the construction progress.

MONTROSE DRAINAGE STUDY

Mr. Ali updated the Board on the status of the Montrose Drainage Study and responded to questions from Board members.

Mr. Ali discussed the long-term and short-term potential projects list for the Authority. Discussion ensued. Following discussion, the Board concurred to revisit the list of potential projects annually and to post the list on the Authority's website.

Mr. Ali provided an update on the construction of Woodhead and Hawthorne Neighborhood Safe Street Improvements.

Mr. Bapat updated the Board on the status of the Interlocal Agreement for the joint development of bikeway infrastructure projects with Harris County Precinct One.

UPDATE ON PROJECT WITH MONTROSE COLLECTIVE OWNER, L.P. AND APPROVE LETTER AGREEMENT

Chair Mitchmore stated that there were no new updates from Montrose Collective at this time.

UPDATE ON AGREEMENT WITH CITY FOR COUNCIL DISTRICT C SERVICE FUND

Mr. Bapat provided an update on the Addendum to Purchase Order between the City and the Authority and Zone and reminded the Board that the City agreed to contribute \$30,000 towards resurfacing, restriping, and rebuilding the sidewalks along Commonwealth Drive and Waugh Drive.

PUBLIC ENGAGEMENT

REPORT

Director Weesner reviewed the Public Engagement Committee report, a copy of which is attached, and provided an update on the ongoing work of the Public Engagement Committee. The Board discussed potential improvements to the Authority website.

AFFORDABLE HOUSING

REPORT

Director Hunt reviewed the Affordable Housing Committee report, a copy of which is attached, and provided an update on the ongoing work of the Affordable Housing Committee.

FINANCIAL MATTERS

Ms. Hall reviewed the monthly financial and bookkeeping report, a copy of which is attached.

The Board discussed the invoices submitted by ABHR, Gauge, ETI Bookkeeping Services, eLsqrd Media Group, Equi-Tax, Inc., January Advisors, and Knudson. Discussion ensued and Director Webb requested that the Board defer payment of the expenses portion of the Knudson November invoice until certain expenses are clarified such that \$6,278.01 of Knudson's invoice would be tabled for approval and that a payment of \$6,000.00 would be considered for approval. After review and discussion, and based on the recommendation of the Finance Committee, Director Hunt moved to approve and authorize payment of the invoices as modified by Director Webb. Director Valdez seconded the motion. Followed by a roll call, the motion passed unanimously with all Directors voting in favor of the motion.

REPORT FROM MASTERSON ADVISORS, INCLUDING FINANCIAL CAPACITY OF ZONE

Mr. Masterson reviewed a report on the financial capacity of the Zone and responded to questions from Board members related to same. No action was taken on this agenda item.

REPORT FROM ZONE ADMINISTRATOR

Mr. Morris reported on the ongoing work of the Zone administrator.

REPORT FROM ATTORNEY

Mr. Bapat reported on the ongoing legal work performed by ABHR, a copy of which is attached.

REPORT FROM CHAIR MITCHMORE

Chair Mitchmore discussed the written correspondence and decision for South Mail Alliance ("South Main") to retract the invitation for him to join South Main as a representative of the Zone.

Chair Mitchmore presented and reviewed a resignation letter to the Board of Directors stating that he is resigning effective December 31, 2020. The Board thanked Chair Mitchmore for his service to the Zone.

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

There was no discussion on this agenda item.

DISCUSS MEETING SCHEDULE AND PROPOSED AGENDA ITEMS

The Board concurred to hold its next regular meeting on February 15, 2021, at 6:30 p.m. via videoconference.

RECEIVE PUBLIC COMMENT

Chair Mitchmore offered any members of the public attending the meeting by videoconference and teleconference the opportunity to make public comment.

Mr. Longmire thanks Chair Mitchmore for his service on the Board. Mr. Longmire requested that the Public Engagement Committee virtually collaborate with the 18 civic associations in surrounding communities to help spread the word on the Authority's next town hall meeting.

ADJOURN

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

---

Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

Projects and Planning Committee report .....2  
Gauge engineer’s report .....3  
Public Engagement Committee report .....4  
Affordable Housing Committee report.....4  
Monthly financial and bookkeeping report .....5  
ABHR memorandum.....5

TIRZ 27 Projects and Planning Committee Meeting

Attendees: Dr. Randy Mitchmore, Joe Webb, Sherry Weesner, Jim Webb, Robert McHaney, Patti Knudson Joiner, Walter Morris

**Notes:**

**Purpose of the meeting:** to consider authorizing Goodman to apply for METRO 5301 grant funds by grant deadline December 21<sup>st</sup>.

- Chairman Mitchmore, Committeeman Webb, and Committeewoman Weesner think the grant would be a good decision for West Gray.
- Committee approved to pursue the grant.

**Grant Details:**

- Metro grant criteria involves two fiscal years, FY2019 and FY2020, funds.
- Goodman Corporation will draft the grant for submission on Monday.
- Chairman Mitchmore or Committeeman Webb will sign application.
- Goodman recommended pursuing up to \$1 million the two fiscal year periods.
- Goodman recommended 20%-25%.
- Sherry Weesner joined the meeting in progress
- Grant will include sidewalks and ADA compliant standards
- Committeeman Webb requested work authorization for Goodman. P&P Committee authorized proceeding with grant request with the understanding the full board will ratify at the following meeting.
- Goodman to draft grant application for P&P review by Friday (12/18/2020) to meet the grant deadline.
- Committeewoman Weesner advised that the TIRZ may have to pay for design cost in addition to the grant for construction.
- Committee members requested Goodman talk to Gauge for follow up information.

**Action Items:**

- Goodman will prepare the grant to be signed by Chairman Mitchmore or Committeeman Webb either Thursday or Friday (12/17-12/18)

Tax Increment Reinvestment Zone (TIRZ) #27 – Montrose  
**Committee Report Form**

**Committee Name:** Projects and Planning Committee **Date of Meeting:** 1/18/2021

**Chairperson:** Joe Webb

**Attendees:**

<u>Joe Webb</u>	<u>Abby Noebels</u>
<u>Sheery Weesner</u>	<u>Alia Vinson</u>
<u>Muhammad Ali</u>	<u>Alim Adatia</u>
<u>Murad Ajani</u>	<u>Steve Done</u>
<u>Barkat Fazal</u>	

**Meeting Report**

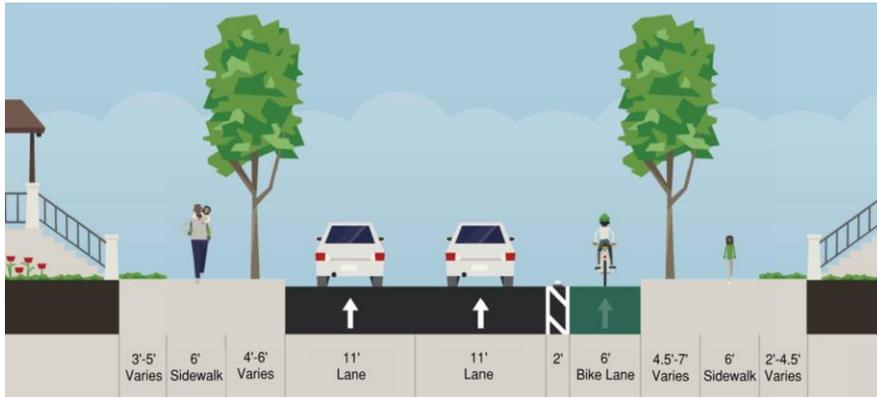
**Notes:**

- Muhammad from Guage provided updated on progress of the Waugh and Commonwealth Project
  - Estimates construction to begin in April
- The discussion continued on updates of projects currently in the design phase.
- Chairman Joe Webb discussed the potential projects list.
- The Ismaili group joined the meeting and gave a presentation about the new Houston Ismaili Center.

**TO-1 & SUPPLEMENTAL: COMMONWEALTH & WAUGH DRIVE:**

**Activities This Period:**

- Addressed additional comments from OCE
- Walked project corridor with City's Arborist
- Construction Contract fully executed
- Variance Request Approved 2/9/2021
- Awaiting City signatures



**Activities Planned for Next Period:**

- March 2021 – Pre-con meeting

**TO-3: HAWTHORNE & WOODHEAD NEIGHBORHOOD SAFE IMPROVEMENTS**

- DCR and draft Tech Memo completed
- DCC meeting scheduled 2/16
- Developing plan set and advancing it to 60%

**POTENTIAL PROJECT LISTS**  
**TIRZ 27/MONTROSE REDEVELOPMENT AUTHORITY**  
**12/1/2020**



**1. Long and Short Term Potential Projects**

CIP Projects	Length (LF)	From	To	Project Description	Total
Montrose Blvd - Phase I	6,150	Westheimer Rd	Allen Pkwy	Full Rdwy, Drainage (2~10'x10' RCBs) & Utilities Reconstruction	\$28,520,000
Montrose Blvd - Phase II	3,650	US 59 Bridge	Westheimer Rd	Full Rdwy, Drainage (2~10'x10' RCBs) & Utilities Reconstruction	\$17,430,000
W Gray St	7,950	Shepherd Dr	Taft St.	Full Rdwy, Drainage (8'x7' RCB) & Utilities Reconstruction	\$20,790,000
Fairview St	5,200	Dunlavy St	Taft St.	Full Rdwy, Drainage (5'x5' RCB) & Utilities Reconstruction	\$7,280,000
Westheimer Rd	9,400	Shepherd Dr	Bagby St	Full Rdwy, Drainage (6'x6' RCB) & Utilities Reconstruction	\$23,700,000
W Alabama	9,050	Shepherd Dr	E of Brandt St	Full Rdwy, Drainage (5'x5' to 6'x6' RCB) & Utilities Reconstruction	\$18,040,000
Richmond Ave	7,500	Shepherd Dr	Spur 527	Full Rdwy, Drainage (5'x5' RCB) & Utilities Reconstruction	\$18,950,000
Dunlavy St - Phase I	6,000	Westheimer Rd	Allen Pkwy	Full Rdwy, Drainage (10'x10' RCBs) & Utilities Reconstruction	\$18,850,000
Dunlavy St - Phase II	4,800	US 59 Frontage Rd	Westheimer	Full Rdwy, Drainage (6'x6' to 8'x8' RCB) & Utilities Reconstruction	\$8,710,000
	59,700				\$162,270,000
<b><u>Walk/Bike Projects</u></b>					
Waugh, Commonwealth Dr & Yoakum	12,900	Alabama St	Dallas St	Dedicated Bike Ln, Mill/Overlay Pvmt and Sidewalk Replacement	\$3,300,000
Hawthorne Neighborhood Street	7,200	Woodhead St	Spur 527	Neighborhood Safe Street	\$1,980,000
Woodhead Neighborhood Street	9,600	US 59	Dunlavy St.	Neighborhood Safe Street	\$2,750,000
West Dallas Street	2,300	Waugh Dr	Columbus St	Dedicated Bike Ln, Mill/Overlay Pvmt and Sidewalk Replacement	\$440,000
Welch Street	8,200	Shepherd Dr	Taft St.	Neighborhood Safe Street	\$2,350,000
Stanford Neighborhood Street	9,100	US 59	W Dallas St	Neighborhood Safe Street	\$1,980,000
Mandell Street	4,200	US 59	Westheimer Rd	Dedicated Bike Ln, Mill/Overlay Pvmt and Sidewalk Replacement	\$1,980,000
	53,500				\$14,780,000
<b>Total</b>					<b>\$177,050,000</b>

**2. Work Force/Affordable Housing Potential Projects**

Project identification in progress

**3. Parking Improvement Potential Projects**

Project identification in progress

*NOTE: Projects are listed in no particular order and are for discussion only. Projects may be added to the list in the future.*

# MONTROSE COLLECTIVE

February 11, 2021

Via Electronic Mail to:

Montrose Redevelopment Authority c/o  
Allen Boone Humphries Robinson LLP  
3200 Southwest Freeway, Suite 2600  
Houston, Texas 77027  
Attention: Chair, Joe Webb, AIA

Re: Quarterly Reporting pursuant to the Development Agreement for Montrose Collective

Dear Chair Webb,

I hope this letter finds you well. We are pleased to provide you and the board with this quarterly update regarding our construction progress at Montrose Collective.

At this point in time, construction has continued on schedule at Montrose Collective. All structural steel and concrete has been completed. We have completed the milestones of tying in all major utilities, obtained a TCO on the basement garage, and have installed fifty percent of the exterior glazing. Mechanical, electrical, and plumbing work are underway on the upper floors of the building. Exterior waterproofing, glazing, framing, and sheathing has been the main focus for the past months. Once the building is enclosed and dried-in, Harvey Builders' focus will shift to the finishes within the interior spaces.

Harvey Builders has continued to make great progress on the construction front while implementing safe construction practices in compliance with local and state laws, including social distancing, required face masks and sanitizer/hand washing stations. The project is moving forward on schedule and our team is pleased with the progress.

Throughout construction, our team has been in contact with neighboring property owners in order to address any questions or concerns. We believe these good faith efforts were well received and have had pleasant interactions with all neighbors.

Attached hereto as Exhibit A are recent site photos. We will continue to monitor the project and provide you with updates.

Sincerely,



Evan Peterson  
Development Director

cc: Alia Vinson  
Sanjay Bapat  
Damon Williams  
Steve Radom  
Marc Weisselberg  
Jim Webb

Exhibit A – Site Photos



2/10/21- View northeast from southside of Westheimer, level 3 brick installation underway, majority of glazing installed on levels 3 and 4



2/10/21- View northwest from southside of Westheimer, level 3 brick installation underway, majority of glazing installed on levels 3 and 4



2/10/21- View of northern garage edge, garage screening installation underway



2/10/21- Paseo vertical tile installation underway

MONTROSE COLLECTIVE



2/10/21- Level 6 northside glazing installation underway



2/10/21- Level 2 soffit being framed, intumescent columns being finished

# MONTROSE COLLECTIVE



2/9/21- Aerial view northeast, level 3 brick installation underway, majority of glazing installed on levels 3 and 4

Tax Increment Reinvestment Zone (TIRZ) #27 – Montrose  
**Committee Report Form**

**Committee Name:** Affordable Housing Committee      **Date of Meeting:** 1/18/2021

**Chairperson:** Lisa Hunt

**Attendees:**

<u>Lisa Hunt</u>	<u>Joe Webb</u>
<u>Raymond Valdez</u>	<u>Jeff Reichman</u>
<u>Patti Joiner</u>	<u>Walter Morris</u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

**Meeting Report**

**Summary**

- Board Member Ray Valdez started the meeting with house keeping items regarding meeting schedules.
- The discussion continued on defining the priorities of the Housing Committee for 2021
  - Priorities were defined
- The discussion continued to generate a schedule and program for the next 6 months with actionable items to be accomplished
- Discussion on schedule and program for the next 6 months with actionable items to be accomplished.
  1. Start and complete a project
  2. Identify 1-2 projects to complete in 2021
  3. Meetings to be set up with Councilpersons

Priorities from this meeting:

- The affordable housing committee wishes to focus on rental stock first and is open to home-ownership opportunities as a secondary goal.
- The Housing Committee wants to leverage federal monies.
- The Housing Committee wants to partner with developers who would be interested in creating more stock for workforce/mixed income development.
- The Housing Committee wants to focus our efforts so we can begin to demonstrate accomplishments.
- The Housing Committee wants to focus efforts to begin to demonstrate accomplishments.
- The Housing Committee is open to differing demographic populations....seniors, vets, teens.
- The Housing Committee wants to retain the multi-family units that currently exist in Montrose.
- The Housing Committee is open to new developments

Tax Increment Reinvestment Zone (TIRZ) #27 – Montrose  
**Committee Report Form**

**Committee Name:** Finance Committee **Date of Meeting:** 12/11/2020

**Chairperson:** Joe Webb

**Attendees:**

Joe Webb

Paul Dickerson

Patti Joiner

Walter Morris

Click or tap here to enter text.

<u> </u>	<u> </u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

**Meeting Report**

**Summary**

**Notes:**

- Joe and Paul had issues with the 9.5-hour block of time dedicated to creating the land use map and creation of excel document
  - There needs to be more explanation to explain what time was used on
  - Patti explained that the excel document was created and the data had to be pulled manually
  - Creation of land use map
  - Substantial changes to the project plan
- Joe mentioned the need of an analysis of Knudson hours to see if contract needs to be increased due to increasing hours.

**Action Items:**

- Correct October invoice
- Analyze hours spent on Livable Centers

# Montrose Redevelopment Authority / TIRZ No. 27

## Cash Management Report

January 31, 2021

ETI BOOKKEEPING SERVICES

17111 ROLLING CREEK DRIVE SUITE 108

HOUSTON TX 77090

TELEPHONE 281 444 3384 FAX 281 440 8304

---

Fiscal Year End: June 30, 2021

### Summary

<u>Current Activity</u>	<u>General Operating Fund</u>	<u>Capital Projects Fund</u>	<u>Debt Service Fund</u>	<u>Total</u>
Beginning Balance	7,167,335.40	0.00	0.00	7,167,335.40
Revenue	165.01	0.00	0.00	165.01
Expenditures	8.11	0.00	0.00	8.11
Ending Balance	<hr/> 7,167,492.30	0.00	0.00	7,167,492.30

### NOTES:

Part of the fund balance is generated from information from the City of Houston and not confirmed by ETI Bookkeeping Services at this time

January 31, 2021

## General Operating Fund

December 2020

**BEGINNING BALANCE:** **7,348,351.56**

**REVENUE:**

Increment Collections from the COH	0.00	
COH account Interest	0.00	
Checking Interest	1.61	
TexPool Interest	180.87	
Voided Check (s) <span style="margin-left: 20px;">1020 &amp; 1023</span>	12,278.01	
<b>Total Revenue:</b>		<b>12,460.49</b>

**DISBURSEMENTS:**

Checks Approved at Prior Meeting	178,529.34	
Checks Written at/after Last Meeting	14,945.70	

Num	Name	Amount
1021	Allen, Boone, Humphries, Robinson LLP	-8,945.70
1022	Knudson, LP	-6,000.00
<b>Total</b>		<b>-14,945.70</b>

Bank Charges	1.61	
<b>Total Expenditures</b>		<b>193,476.65</b>

**Ending Balance:** **7,167,335.40**

**Location of Assets:**

Institution	Investment Number	Interest Rate	
Funds with COH ~	n/a	unknown	4,828,045.21
Compass Bank	*8451	0.1000	8,428.21
TexPool	*0001	0.1231	2,330,861.98
		<b>Total</b>	<b>7,167,335.40</b>

~ Funds are with the City of Houston and not verified by ETI Bookkeeping Services

## General Operating Fund

January 2021

**BEGINNING BALANCE:** **7,167,335.40**

**REVENUE:**

Increment Collections from the COH	0.00	
COH account Interest	0.00	
Checking Interest	8.11	
TexPool Interest	156.90	
Voided Check (s)	0.00	
<b>Total Revenue:</b>		<b>165.01</b>

**DISBURSEMENTS:**

Checks Approved at Prior Meeting	0.00	
Checks Written at/after Last Meeting	0.00	
Bank Charges	8.11	
<b>Total Expenditures</b>		<b>8.11</b>

**Ending Balance:** **7,167,492.30**

**Location of Assets:**

Institution	Investment Number	Interest Rate	
Funds with COH ~	n/a	unknown	4,828,045.21
Compass Bank	*8451	0.1000	8,428.21
TexPool	*0001	0.0793	2,331,018.88
		<b>Total</b>	<b>7,167,492.30</b>

~ Funds are with the City of Houston and not verified by ETI Bookkeeping Services

**TIRZ 27 - Montrose RDA**  
**Checks Presented**  
February 15, 2021

<b>Num</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
1024	Allen, Boone, Humphries, Robinson LLP	Legal Fee	-12,864.32
1025	Equi-Tax Inc.	Tax Roll Management	-625.80
1026	ETI Bookkeeping Services	Bookkeeping Fee	-3,185.10
1027	Gauge Engineering, LLC	Engineering Fee	-42,992.87
1028	Knudson, LP	Professional Consultant	-29,573.15
1029	The Goodman Corporation	Professional Consultant	-7,500.00
<b>Total</b>			<b>-96,741.24</b>

**Montrose Redevelopment Authority / TIRZ 27  
Investment Report  
January 31, 2021**

**SCHEDULE OF INVESTMENTS**

Demand Accounts

Fund	Location Of Assets	Interest Rate	Purchase Date	Beginning Balance	Interest Earned	Deposits or (Withdrawals)	Ending Balance
GOF	Compass Bank	0.10	1/13/2020	8,428.21	8.11	(8.11)	8,428.21

Investment Pools

Fund	Location Of Assets	Interest Rate	Beginning Balance		Interest Earned	Deposits or (Withdrawals)	Ending Balance		
			Market	N.A.V.			Market	N.A.V.	
GOF	TexPool	0.0793	2,501,206.25	1.00021	2,500,681.11	156.90	2,331,391.84	1.00016	2,331,018.88

Collateral Pledged in Addition to FDIC

Depository Institution	Total Funds On Deposit	Custodial Institution	Securities Pledged	Collateral Description	Par Value	Market Value
Compass Bank	8,428.21	FHLB-A	500,000	CH 155988	500,000	500,000

Certification:

The District's investments are in compliance with the investment strategy as expressed in the District's Investment Policy and the Public Funds Investment Act. I hereby certify that pursuant to the Senate Bill 253 and in connection with the preparation of this investment report, I have reviewed the divestment lists prepared and maintained by the Texas Comptroller of Public Accounts, and the District does not own direct or indirect holdings in any companies identified on such lists.

Bookkeeper \_\_\_\_\_

Investment Officer \_\_\_\_\_

Investment Officer	Date Assumed Office	Training Completed
Kenneth Byrd	1/13/2020	10/14/2020

**TIRZ 27 - Montrose RDA**  
**Profit & Loss Budget vs. Actual**  
**January 2021**

	January			Year to Date (7 Months)			Annual
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
<b>Income</b>							
6-4320 · Increment Collections	0	0	0	3,039,591	3,668,022	-628,431	3,668,022
6-4330 · Interest	165	4,167	-4,002	1,254	30,506	-29,252	50,000
6-4336 · Grants	0	100,000	-100,000	0	732,143	-732,143	1,200,000
6-4342 · Capital Projects - Restricted	0	686,677	-686,677	0	5,027,460	-5,027,460	8,240,129
<b>Total Income</b>	<b>165</b>	<b>790,844</b>	<b>-790,679</b>	<b>3,040,845</b>	<b>9,458,131</b>	<b>-6,417,286</b>	<b>13,158,151</b>
<b>Expense</b>							
6-6300 · Salaries and Benefits	6,000	6,000	0	48,278	43,929	4,349	72,000
6-6320 · Legal Fees	12,864	10,000	2,864	52,979	73,214	-20,235	120,000
6-6321 · Auditing Fees	0	0	0	0	10,000	-10,000	10,000
6-6322 · Engineering Fees	42,993	4,167	38,826	274,010	30,506	243,504	50,000
6-6323 · Planning Consultants	7,500	4,167	3,333	12,220	30,506	-18,286	50,000
6-6324 · Affordable Housing Consultant	0	5,833	-5,833	12,500	42,708	-30,208	70,000
6-6333 · Accounting	0	1,583	-1,583	12,485	11,592	893	19,000
6-6334 · Tax Roll Management	0	667	-667	4,381	4,881	-500	8,000
6-6350 · Office Administration	0	0	0	331	0	331	0
6-6353 · Insurance / Bonds	0	0	0	-8	5,000	-5,008	5,000
6-6420 · City of Houston Admin Fee	0	0	0	0	183,401	-183,401	183,401
6-6430 · COH Municipal Services	0	0	0	196,546	196,546	0	196,546
6-6450 · Public Engagement Expenses	0	1,250	-1,250	4,776	9,152	-4,376	15,000
6-6460 · Board Development	0	417	-417	0	3,051	-3,051	5,000
<b>6-7000 · Capital Expenditure</b>							
6-7202 · Waugh/Commonwealth	0	215,943	-215,943	0	1,581,008	-1,581,008	2,591,310
6-7203 · Localized Micro-Improvement	0	15,017	-15,017	0	109,949	-109,949	180,209
6-7206 · Workforce/Affordable Housing	0	16,667	-16,667	0	122,024	-122,024	200,000
6-7209 · Montrose Drainage	0	26,153	-26,153	0	191,480	-191,480	313,840
6-7210 · Walk/Bike Montrose	0	2,417	-2,417	0	17,693	-17,693	29,000
6-7211 · METRO/ Montrose Blvd	0	16,667	-16,667	0	122,024	-122,024	200,000
6-7212 · Hawthorne Safe Street	0	27,917	-27,917	0	204,390	-204,390	335,000
6-7213 · Woodhead Safe Street	0	41,250	-41,250	0	302,009	-302,009	495,000
6-7214 · Dallas Bikeway	0	8,750	-8,750	0	64,063	-64,063	105,000
6-7215 · SPARK Park	0	12,500	-12,500	0	91,518	-91,518	150,000
6-7216 · BCycle	0	11,250	-11,250	0	82,366	-82,366	135,000
<b>Total 6-7000 · Capital Expenditure</b>	<b>0</b>	<b>394,531</b>	<b>-394,531</b>	<b>0</b>	<b>2,888,524</b>	<b>-2,888,524</b>	<b>4,734,359</b>
6-7395 · Miscellaneous Expense	8	0	8	623	0	623	0
<b>Total Expense</b>	<b>69,365</b>	<b>428,615</b>	<b>-359,250</b>	<b>619,121</b>	<b>3,533,010</b>	<b>-2,913,889</b>	<b>5,538,306</b>
<b>Net Income</b>	<b>-69,200</b>	<b>362,229</b>	<b>-431,429</b>	<b>2,421,724</b>	<b>5,925,121</b>	<b>-3,503,397</b>	<b>7,619,845</b>

RESOLUTION ADOPTING AN INVESTMENT POLICY

WHEREAS, Montrose Redevelopment Authority (the "Authority") has been legally created and has such authority as granted by state law and as delegated to the Authority by the City of Houston, Texas (the "City"); and

WHEREAS, the Authority desires to open accounts, invest funds, and undertake such other financial matters on behalf of the Authority necessary to implement the Project Plan and Reinvestment Zone Financing Plan for Reinvestment Zone Number Twenty-Seven, City of Houston, Texas; and

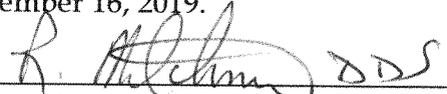
WHEREAS, the Board of Directors has convened on this date at a meeting open to the public and wishes to adopt an Investment Policy for the Authority attached hereto, pursuant to Chapter 2256, Texas Government Code, as amended from time to time; Now, Therefore,

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF MONTROSE REDEVELOPMENT AUTHORITY THAT:

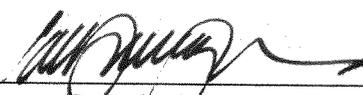
Section 1: The Board of Directors has determined to adopt the Investment Policy attached hereto.

Section 2: The provisions of the Investment Policy shall remain in effect until modified by action of the Board of Directors.

PASSED AND APPROVED on December 16, 2019.

  
\_\_\_\_\_  
President, Board of Directors

ATTEST:

  
\_\_\_\_\_  
Secretary, Board of Directors  
(SEAL)

## INVESTMENT POLICY

This Investment Policy (the "Policy" or Investment Policy") is adopted by the Board of Directors of Montgomery County Municipal Utility Authority No. 150 (the "Authority") pursuant to Chapter 2256 of the Texas Government Code and Chapter 49 of the Texas Water Code.

### ARTICLE I PURPOSE

#### Section 1.01. Purpose.

This Policy with respect to Authority investments has been adopted to establish the principles and criteria by which the funds of the Authority should be invested and secured and to comply with various provisions of Texas law relating to the investment and security of funds of municipal utility Authoritys (the "Investment Laws"). As of the date of the adoption of this Policy, the following laws are applicable to the investment of the Authority's funds: Chapter 2256, Texas Government Code; Chapter 2257, Texas Government Code; Chapter 791, Texas Government Code; and Chapter 404.101 et seq., Texas Government Code. The Investment Laws generally provide the minimum criteria for the authorized investment and security of the Authority's funds and require the Authority to adopt rules to ensure the investment of Authority funds in accordance with such laws. This Policy will specify the scope of authority of Authority Officials who are responsible for the investment of Authority funds.

### ARTICLE II DEFINITIONS

#### Section 2.01. Definitions.

Unless the context requires otherwise, the following terms and phrases used in this Policy shall mean the following:

- A. "Authorized Collateral" means any means or method of securing the deposit of Authority funds authorized by Chapter 2257, Texas Government Code.
- B. "Authorized Investment" means any security which the Authority is authorized to invest under Chapter 2256, Texas Government Code.
- C. "Board" means the Board of Directors of the Authority.
- D. "Collateral" means any means or method of securing the deposit of Authority funds under Article V hereof.
- E. "Collateral Act" means Chapter 2257, Texas Government Code, as amended from time to time.

- F. "Director" means a person elected or appointed to serve on the Board of Directors of the Authority.
- G. "Authority Officials" means the Investment Officer, Authority Directors, officers, Employees, and persons and business entities engaged in handling the investment of Authority funds.
- H. "Employee" means any person employed by the Authority, but does not include independent contractors or professionals hired by the Authority as outside consultants, such as the Authority bookkeeper or the Authority's financial advisor.
- I. "FDIC" means Federal Deposit Insurance Corporation.
- J. "Investment Act" means Chapter 2256, Texas Government Code, as amended from time to time.
- K. "Investment Officer(s)" means the Director(s) or Employee(s) of the Authority appointed from time to time by the Board or independent contractor(s) or a person with whom the Authority has contracted to invest and reinvest the funds of the Authority held in its various accounts.
- L. "Public Agency" means a state or a political or governmental entity, agency, instrumentality, or subdivision of a state, including a municipality, an institution of higher education as defined by Section 61.003, Education Code, a junior college, a Authority created under Article XVI, Section 59, of the Texas Constitution, and a public hospital.
- M. "Texas Financial Institution" means a bank that has its main office or a branch office in the State of Texas.

ARTICLE III  
GENERAL PROVISIONS

Section 3.01. General Investment Strategy.

The Authority's general investment strategy shall be to invest so as to accomplish the following objectives, which are listed in the order of importance:

- A. Understanding of the suitability of the investment to the financial requirements of the Authority;
- B. Preservation and safety of principal;
- C. Liquidity;

- D. Marketability of the investment if the need arises to liquidate the investment before maturity;
- E. Diversification of the investment portfolio; and
- F. Yield.

Section 3.02. Diversification.

The Authority shall diversify its portfolio to minimize the risk of loss resulting from over concentration of assets in a specific maturity, a specific issuer, or a specific class of investments. Investments shall always be selected that provide for stability of income and reasonable liquidity.

Section 3.03. Provisions Applicable to All Fund Groups.

- A. All funds of the Authority shall be invested only in accordance with this Policy and shall comply with any additional requirements imposed by Bond Resolutions of the Authority and applicable state law or federal tax law, including the Investment Laws.
- B. The Board, by separate resolution, may provide that the Authority's bookkeeper may withdraw or transfer funds from and to accounts of the Authority only in compliance with this Policy.
- C. No fund groups shall be pooled for the purposes of investment (e.g. the funds in the Operating Account and in the Capital Projects (Construction) Account shall not be commingled or pooled for purposes of investment).

Section 3.04. Annual Review.

The Board shall review this Investment Policy at least annually and adopt a resolution confirming the continuance of the Investment Policy without amendment or adopt an Amended Investment Policy.

ARTICLE IV  
INVESTMENTS

Section 4.01. Authorized Investments.

Unless specifically prohibited by law or elsewhere by this Policy, Authority monies in any of its fund groups may be invested and reinvested only in the following types of investments:

- A. Obligations, including letters of credit, of the United States or its agencies and instrumentalities; including the Federal Home Loan Banks; also

including obligations that are fully guaranteed or insured by the FDIC or by the explicit full faith and credit of the United States;

- B. Direct obligations of the State of Texas or its agencies and instrumentalities;
- C. Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, the State of Texas or the United States or their respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the FDIC or by the explicit full faith and credit of the United States;
- D. Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent;
- E. Bonds issued, assumed, or guaranteed by the State of Israel;
- F. Interest-bearing banking deposits that comply with the Investment Act;
- G. Certificates of deposit and share certificates that comply with the Investment Act;
- H. No-load money market mutual funds that comply with the Investment Act;
- I. No-load mutual funds that comply with the Investment Act; and
- J. An investment pool that complies with the Investment Act, specifically TexPool, TexPool Prime, TexStar, and Texas Cooperative Liquid Assets Securities System Trust ("Texas CLASS").

An entity is not required to liquidate investments that were authorized investments at the time of purchase. However, an investment that required a minimum rating does not qualify as an authorized investment during the period the investment does not have the minimum rating. The Investment Officer shall monitor rating changes in investments as required by the Investment Act and shall take all prudent measures that are consistent with the investment policy to liquidate an investment that does not have the minimum rating.

#### Section 4.02. Prohibited Investments.

Notwithstanding anything to the contrary stated herein, no funds of the Authority may be invested in the following or in any other type of investment prohibited by the Investment Act or other applicable law:

- A. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal (IO's);
- B. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest (PO's);
- C. Collateralized mortgage obligations that have a stated final maturity date of greater than 10 years;
- D. Collateralized mortgage obligations the interest rate of which are determined by an index that adjusts opposite to the changes in the market index (inverse floaters); or
- E. Investments prohibited by Chapter 2270, Texas Government Code.

With respect to bond proceeds, reserves, or funds held for debt service, no-load mutual funds shall be a prohibited investment. Additional limitations placed on investing in no-load mutual funds by the Investment Act may further prohibit the investment in such funds.

#### ARTICLE V COLLATERAL

##### Section 5.01. Policy of Securing Deposits of Authority Funds—Applicable to All Deposited Authority Funds.

- A. The Authority recognizes that FDIC (or its successor) insurance is available for Authority funds deposited at any one Texas Financial Institution (including branch banks) only up to a federally determined maximum (including accrued interest) for each of the following: (i) demand deposits, (ii) time and savings deposits, and (iii) deposits made pursuant to an indenture or pursuant to law in order to pay bondholders or noteholders. It is the policy of the Authority that all deposited funds in each of the Authority's accounts shall be insured by the FDIC, or its successor, and to the extent not insured, shall be secured by Collateral pledged to the extent of the fair market value of the principal amount deposited plus accrued interest as required by the Collateral Act.
- B. If it is necessary for the Authority's depositories to pledge Collateral to secure the Authority's deposits, the Authority must obtain an executed Collateral pledge agreement (also known as a depository pledge agreement) meeting the following conditions: (1) the Collateral pledge agreement must be in writing, (2) the Collateral pledge agreement must be approved by the depository's board of directors or loan committee, (3) the

depository's approval of the Collateral pledge agreement must be reflected in the minutes of the meeting of the depository's board or loan committee approving same, and (4) the Collateral pledge agreement must be kept in the official records of the depository. The depository must provide to the Investment Officer or Authority Officials with written proof of the depository's approval of the pledge agreement as required herein in a form acceptable to the Authority. A signed or certified copy of the minutes of the meeting of the depository's board or loan committee reflecting the approval of the Collateral pledge agreement or other written documentation of such approval acceptable to the Investment Officer will be accepted. It is the preference of the Board that all requirements of this section be met prior to the deposit of any Authority funds in such financial institution when a pledge of Collateral is required; however, the Board recognizes that compliance with this preference might not be practicable due to time constraints for making a deposit. In such event, the Board directs the Investment Officer and Authority Officials to proceed diligently to have such agreement approved and documented to assure prompt protection of the Authority's funds. If the decision is made to forego the protection of a Collateral pledge agreement with any depository, the Authority bookkeeper or tax assessor-collector shall be responsible for maintaining the balance of deposit(s) in such depository plus any accrued but unpaid interest at or below FDIC insurance levels.

- C. Collateral pledged by a depository shall be held in safekeeping at an independent third party institution, and the Authority bookkeeper shall obtain safe-keeping receipts from the Texas Financial Institution or the safekeeping institution that reflect that Collateral as allowed by this Investment Policy and in the amount required was pledged to the Authority. Principal and accrued interest on deposits in a financial institution shall not exceed the FDIC's, or its successor's, insurance limits or the market value of the Collateral pledged as security for the Authority's deposits. It is the preference of this Board that there be no sharing, splitting or co-tenancy of Collateral with other secured parties or entities; however, in the event that a depository cannot accommodate this preference due to the denominations of the securities to be pledged, the Board directs the Investment Officer and Authority Officials to obtain appropriate protections in the pledge agreement with the depository to assure that the Collateral is liquidated and the funds distributed appropriately to all parties with a security interest in such Collateral. The Authority bookkeeper shall monitor the pledged Collateral to assure that it is pledged only to the Authority, review the fair market value of the Collateral to ensure that the Authority's funds are fully secured, and report periodically to the Investment Officer and the Board regarding the Collateral.

- D. The Authority's funds deposited in any Texas Financial Institution, to the extent that they are not insured, may be secured by the pledge of any of the following:
- (1) Surety bonds;
  - (2) An obligation that in the opinion of the Attorney General of the United States is a general obligation of the United States and backed by its full faith and credit;
  - (3) A general or special obligation issued by a Public Agency that is payable from taxes, revenues, or a combination of taxes and revenues;
  - (4) A fixed-rate collateralized mortgage obligation that has an expected weighted average life of ten (10) years or less and does not constitute a "high-risk mortgage security" under the Collateral Act;
  - (5) A floating-rate collateralized mortgage obligation that does not constitute a "high-risk mortgage security" under the Collateral Act;
  - (6) A letter of credit issued by a federal home loan bank; or
  - (7) A security in which a public entity may invest under the Investment Act. As of the date of this Agreement, the following are the securities in which a public entity may invest under the Investment Act and, therefore, may be used as Collateral:
    - (a) Obligations, including letters of credit, of the United States or its agencies and instrumentalities, including Federal Home Loan Banks; also including obligations that are fully guaranteed or insured by the FDIC or by the explicit full faith and credit of the United States;
    - (b) Direct obligations of the State of Texas or its agencies and instrumentalities;
    - (c) Collateralized mortgage obligations directly issued by a federal agency or instrumentality or the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States;
    - (d) Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, the United States or the State of Texas or their respective agencies and instrumentalities, including

obligations that are fully guaranteed or insured by the FDIC or by the explicit full faith and credit of the United States;

- (e) Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than "A" or its equivalent;
- (f) Bonds issued, assumed, or guaranteed by the State of Israel;
- (g) Certificates of deposit and share certificates that comply with the Investment Act;
- (h) Interest-bearing banking deposits that comply with the Investment Act;
- (i) Repurchase agreements that comply with the Investment Act;
- (j) Banker's acceptances that comply with the Investment Act;
- (k) Commercial paper that complies with the Investment Act;
- (l) No-load money market mutual funds that comply with the Investment Act; and
- (m) No-load mutual funds that comply with the Investment Act.

Investments with minimum required ratings do not qualify as authorized investments during the period the investment does not have the minimum rating. The Investment Officer shall monitor rating changes in investments as required by the Investment Act and shall take all prudent measures that are consistent with the Policy to liquidate investments that do not have this minimum rating.

Notwithstanding anything to the contrary provided above, the following may not be used as Collateral and are not authorized as investments for the Authority under the Investment Act:

- A. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;
- B. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;

- C. Collateralized mortgage obligations that have a final stated maturity date of greater than ten (10) years other than those listed in Section 5.01(D)(4) and 5.01(D)(5) above;
- D. Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index; or
- E. Investments prohibited by Chapter 2270, Texas Government Code.

ARTICLE VI  
INVESTMENT OFFICER

Section 6.01. Investment Officer.

From time to time, the Authority shall appoint one (1) or more of its Directors or Employees or contract with a person to serve as Investment Officer(s) to handle the investment of Authority funds. Authority granted to a person to invest the Authority's funds is effective until rescinded by the Authority, until the expiration of the Directors term or the termination of the person's employment, engagement by, or contract with the Authority. The Investment Officer(s) shall be responsible for investing Authority funds in accordance with this Policy. The Investment Officer(s) shall invest the Authority's funds, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived, with all investment decisions to be governed by the following objectives in order of priority: (a) preservation and safety of principal; (b) liquidity; and (c) yield. Investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the person's own affairs.

Section 6.02. Training.

The Investment Officer(s) shall attend training sessions and receive the number of hours of instruction as required by the Investment Laws. The Authority bookkeeper shall also attend the same number and type of investment training sessions as those required for the Investment Officer(s).

Section 6.03. Reporting by the Investment Officer and Authority Officials.

Not less than quarterly and within a reasonable time after the end of the period reported, the Investment Officer with the assistance of Authority Officials, if applicable, shall prepare and submit to the Board a written report of the investment transactions for all funds of the Authority for the preceding reporting period. The report must (1) describe in detail the investment position of the Authority on the date of the report; (2) be prepared jointly by all the Investment Officers of the Authority, if the Authority appoints more than one; (3) be signed by all Investment Officers and Authority Officials who prepare the report; (4) contain a summary statement of each pooled fund group that states (i) the beginning market value for the reporting period and ending market value

for the period, and (ii) the fully accrued interest for the reporting period; (5) state the book value and market value of each separately invested asset at the end of the reporting period by the type of asset and fund type invested; (6) the maturity date of each separately invested asset that has a maturity date; (7) the Authority fund for which each individual investment was acquired; and (8) the compliance of the investment portfolio as it relates to this Policy and the Investment Act. If the Authority invests in other than money market mutual funds, investment pools or accounts offered by its depository bank in the form of certificates of deposit, or money market accounts or similar accounts, the reports prepared by the Investment Officer shall be formally reviewed at least annually by an independent auditor, and the result of the review shall be reported to the governing body by that auditor.

Section 6.04. Assistance with Certain Duties of the Investment Officer.

The Board hereby authorizes and directs the Authority's Bookkeeper and any other Authority Officials requested by the Investment Officer to assist the Investment Officer(s) with any of his duties, including but not limited to the following:

- A. Presenting a copy of the Policy to any business organization seeking to sell an investment to the Authority and obtaining the necessary written certification from such seller referred to in this section;
- B. Handling investment transactions and monitoring adverse rating changes, which would cause an investment to lose its minimum rating;
- C. Preparing and submitting to the Board the written report of all investment transactions for the Authority as required by this section;
- D. Researching investment options and opportunities;
- E. Obtaining written depository pledge agreements as required herein;
- F. Obtaining safe-keeping receipts from the financial institution which serves as a depository for pledged Collateral; and
- G. Reviewing the market value of the Authority's investments and of the Collateral pledged to secure the Authority's funds.

ARTICLE VII

PROCEDURES FOR INVESTMENT OF AUTHORITY MONIES

Section 7.01. Qualified Broker/Dealers.

The Board, by written resolution, shall establish a list of qualified broker/dealers with whom the Authority may engage in investment transactions. The Board shall, at least annually, review, revise, and adopt such list.

Section 7.02. Disclosures of Relationships with Entities Offering to Enter into Investment Transactions with the Authority.

Investment Officers shall refrain from personal business activities that could conflict with the proper execution of the investment policy, or which could impair their ability to make impartial investment decisions. The Investment Officer(s) and the Authority Officials shall disclose in writing (a) any "personal business relationship" with a business organization offering to engage in an investment transaction with the Authority and (b) any relationship within the second degree by affinity or consanguinity, as determined by Chapter 573, Texas Government Code, to any individual seeking to sell an investment to the Authority, as required by the Investment Act. The existence of a "personal business relationship" shall be determined in accordance with the Investment Act. Such disclosure statement shall be filed with the Board and the Texas Ethics Commission.

Section 7.03. Certifications from Sellers of Investments.

The Investment Officer(s) or the Authority Officials shall present this Policy to any business organization (as defined by the Investment Act) offering to engage in an investment transaction with the Authority and obtain the certificate that such business organization has reviewed the Policy as provided in the Investment Act. This certificate shall be in a form acceptable to the Authority and shall state that the business organization has received and reviewed the Policy and has acknowledged that the business organization has implemented reasonable procedures and controls in an effort to preclude investment transactions with the Authority that are not authorized by this Policy, except to the extent that this authorization is dependent on an analysis of the makeup of the Authority's entire portfolio, requires an interpretation of subjective investment standards, or relates to investment transactions of the entity that are not made through accounts or other contractual arrangements over which the business organization has accepted discretionary investment authority. Neither the Investment Officer nor the Authority Officials shall purchase or make any investment from a business organization that has not delivered to the Authority this required certification. A form of certificate acceptable to the Authority is attached hereto as **Exhibit 'A.'**

Section 7.04. Solicitation of Bids for Certificates of Deposit.

Bids for certificates of deposit may be solicited orally, in writing, electronically or in any combination of those methods.

Section 7.05. Settlement Basis.

All purchases of investments, except investment in investment pools or in mutual funds, shall be made on a delivery versus payment basis. The safekeeping entity for all Authority investments and for all Collateral pledged to secure Authority funds shall be one approved by the Investment Officer(s).

Section 7.06. Monitoring of the Market Value of Investments and Collateral and Rating of Investments.

A. The Investment Officer(s), with the help of such Authority Officials as needed, shall determine the market value of each investment and of all Collateral pledged to secure deposits of Authority funds at least quarterly and at a time as close as practicable to the closing of the reporting period for investments. Such values shall be included on the investment report. The following methods shall be used:

1. Certificates of deposit shall be valued at their face value plus any accrued but unpaid interest.
2. Shares in money market mutual funds and investment pools shall be valued at par plus any accrued but unpaid interest.
3. Other investment securities with a remaining maturity of one year or less may be valued in any of the following ways:
  - (a) the lower of two (2) bids obtained from securities broker/dealers for such security;
  - (b) the average of the bid and asked prices for such investment security as published in The Wall Street Journal or The New York Times;
  - (c) the bid price published by any nationally recognized security pricing service; or
  - (d) the market value quoted by the seller of the security or the owner of such Collateral.
4. Other investment securities with a remaining maturity greater than one year shall be valued at the lower of two (2) bids obtained from securities broker/dealers for such security, unless two (2) bids are not available, in which case the securities may be valued in any manner provided in 7.06(A)(3) hereof.

B. The Investment Officer(s), with the help of such Authority Officials as needed, shall monitor rating changes for each investment required to have a minimum rating.

ARTICLE VIII  
INVESTMENT STRATEGIES FOR EACH FUND

Section 8.01. Investment Strategy for the Operating Fund.

Funds in the Operating or General Fund shall be invested to meet the operating and cash flow requirements of the Authority as determined by the annual operating

budget adopted by the Board. Operating Funds shall not be invested for longer than one (1) year.

ARTICLE IX  
MISCELLANEOUS

Section 9.01. Superseding Clause.

This Policy supersedes any prior policies adopted by the Board of Directors regarding investment or securitization of Authority Funds.

Section 9.02. Open Meeting.

The Board officially finds, determines and declares that this Investment Policy was reviewed, carefully considered, and adopted at a regular meeting of the Board, and that a sufficient written notice of the date, hour, place and subject of this meeting was posted at a place readily accessible and convenient to the public within the Authority and on a bulletin board located at a place convenient to the public in the appropriate county for the time required by law preceding this meeting, as required by the Open Meetings Act, Chapter 551, Texas Government Code, and that this meeting had been open to the public as required by law at all times during which this Policy was discussed, considered and acted upon. The Board further ratifies, approves and confirms such written notice and the contents and posting thereof.

Exhibit A

CERTIFICATE OF COMPLIANCE FROM SELLERS OF INVESTMENTS  
AS REQUIRED BY THE PUBLIC FUNDS INVESTMENT ACT

To: Montrose Redevelopment Authority (the "Authority")

From: \_\_\_\_\_  
[Name of the "qualified representative" [Office such person holds] of the  
business organization offering to engage in an investment transaction with the  
Authority]

of \_\_\_\_\_ (the "Business Organization")  
[name of financial institution, business organization or investment pool]

Date: \_\_\_\_\_, 20\_\_\_\_

In accordance with the provisions of Chapter 2256 of the Texas Government Code,  
I hereby certify that:

1. I am a "qualified representative" of the Business Organization offering to enter an investment transaction with the Authority, as applicable, as such terms are used in the Public Funds Investment Act, Chapter 2256, Texas Government Code, and that I meet all requirements under such act to sign this Certificate.
2. The Business Organization, anticipates selling to the Authority investments that comply with the Authority's Investment Policy and the Investment Act (collectively referred to herein as the "Investments").
3. The Business Organization or a registered investment professional that services the Authority's account, as applicable, have received and reviewed the Investment Policy, which the Authority has represented is the complete Investment Policy of the Authority now in full force and effect. The Authority has further acknowledged that the Business Organization, may rely upon the Investment Policy until the Authority provides the Business Organization with any amendments to or any newly adopted form of the Investment Policy.

4. The Business Organization has implemented reasonable procedures and controls in an effort to preclude investment transactions between the Authority and the Business Organization that are not authorized by the Investment Policy, except to the extent that this authorization is dependent upon an analysis of the Authority's entire portfolio, requires an interpretation of subjective investment standards, or relates to investment transactions of the entity that are not made through accounts or other contractual arrangements over which the business organization has accepted discretionary investment authority.
5. The Business Organization has reviewed, or will review prior to sale, the terms, conditions and characteristics of the investments to be sold to the Authority and determined (i) that each of the Investments is an authorized investment for local governments under the Investment Act; (ii) each of the Investments is an authorized investment under the Investment Policy; and (iii) none of the Investments is prohibited by Chapter 2270, Texas Government Code. The Business Organization makes no representation as to whether any limits on the amount of Authority monies to be invested in the Investments exceeds or in any way violates the Investment Policy.
6. The Business Organization makes no representations or guarantees regarding the prudence, reasonableness or adequacy of the Investment Policy, but represents its compliance with Chapter 2270, Texas Government Code.
7. The Business Organization has attached hereto, for return to the Authority, or will provide a prospectus or disclosure document for each of the Investments other than certificates of deposit and direct obligations of the United States.

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**Investments other than certificates of deposit and interest-bearing banking deposits are not FDIC insured, are not deposits or other obligations of same, the Business Organization or any of its affiliates, and are subject to investment risks, including possible loss of the principal amount invested.**

MEMORANDUM

Date: February 11, 2021

To: Board of Directors  
Montrose Redevelopment Authority (the "District")

Copy: Board of Directors  
Attorney for the District  
Bookkeeper for the District  
Texas Ethics Commission

From: Jennifer Landreville

Subject: DISCLOSURE UNDER THE PUBLIC FUNDS INVESTMENT ACT

---

As Bookkeeper and/or Investment Officer for the District, I submit this disclosure of my relationships with entities or individuals who are offering, have offered, or may offer to engage in an investment transaction with the District as of the date of this memorandum, in compliance with the Public Funds Investment Act and with the District's Investment Policy.

1. I have the following "personal business relationships" with individuals or entities who are offering to engage, have offered to engage or may offer to engage in an investment transaction with the District.
  - (a) I own (i) ten per cent (10%) or more of the voting stock or shares or (b) \$5,000 or more of the fair market value of the following business organizations: \_\_\_\_\_  
N/A
  - (b) I have received from the following business organizations funds that exceed ten percent (10%) of my gross income for the previous year: \_\_\_\_\_  
N/A
  - (c) I acquired from the following business organizations during the previous year investments with a book value of \$2,500 or more for my personal account: \_\_\_\_\_  
N/A
  
2. I am related within the second degree of affinity (marriage) or consanguinity (blood) as determined by Chapter 573, Government Code, to the following individuals who are seeking, have sought or may seek to sell an investment to the District \_\_\_\_\_  
N/A
  
3. I acknowledge that this disclosure will be filed with the Board of Directors of the District and the Texas Ethics Commission by the District.

  
\_\_\_\_\_  
(SIGNATURE)

Montrose Redevelopment Authority - TIRZ 27

Capacity Analysis

\*\*\*Preliminary - For Discussion Purposes Only\*\*\*

Growth <sup>(1)</sup>	TY	FY	98.00% Collections	5% City Admin	Net City Increment <sup>(2)</sup>	Series 2021		Other Obligations			Ending Fund Balance <sup>(3)</sup>	
						Debt Service	Bond Coverage	Municipal Service Fee	Overhead	Capital Expenditures		Surplus/ (Deficit)
15.9%	2020	2021	4,335,865	216,793	4,119,072			196,546	424,000	4,734,359	(1,235,833)	7,291,679
0.0%	2021	2022	4,335,865	216,793	4,119,072	843,900		196,546	424,000	4,600,000	(1,945,374)	5,346,305
0.0%	2022	2023	4,335,865	216,793	4,119,072	3,167,600	1.30x	196,546	424,000	3,735,000	(3,404,074)	1,942,230
0.0%	2023	2024	4,335,865	216,793	4,119,072	3,166,000	1.30x	196,546	424,000	1,105,000	(772,474)	1,169,756
0.0%	2024	2025	4,335,865	216,793	4,119,072	3,166,900	1.30x	196,546	424,000		331,626	1,501,382
0.0%	2025	2026	3,902,279	195,114	3,707,165	2,851,600	1.30x	196,546	424,000		235,019	1,736,401
0.0%	2026	2027	3,902,279	195,114	3,707,165	2,850,300	1.30x	196,546	424,000		236,319	1,972,719
0.0%	2027	2028	3,902,279	195,114	3,707,165	2,846,800	1.30x	196,546	424,000		239,819	2,212,538
0.0%	2028	2029	3,902,279	195,114	3,707,165	2,850,900	1.30x	196,546	424,000		235,719	2,448,257
0.0%	2029	2030	3,902,279	195,114	3,707,165	2,847,500	1.30x	196,546	424,000		239,119	2,687,375
0.0%	2030	2031	3,902,279	195,114	3,707,165	2,851,500	1.30x	196,546	424,000		235,119	2,922,494
0.0%	2031	2032	3,902,279	195,114	3,707,165	2,847,800	1.30x	196,546	424,000		238,819	3,161,313
0.0%	2032	2033	3,902,279	195,114	3,707,165	2,851,300	1.30x	196,546	424,000		235,319	3,396,631
0.0%	2033	2034	3,902,279	195,114	3,707,165	2,846,900	1.30x	196,546	424,000		239,719	3,636,350
0.0%	2034	2035	3,902,279	195,114	3,707,165	2,849,500	1.30x	196,546	424,000		237,119	3,873,469
0.0%	2035	2036	3,468,692	173,435	3,295,257	2,530,400	1.30x	196,546	424,000		144,311	4,017,780
0.0%	2036	2037	3,468,692	173,435	3,295,257	2,534,700	1.30x	196,546	424,000		140,011	4,157,792
0.0%	2037	2038	3,468,692	173,435	3,295,257	2,531,100	1.30x	196,546	424,000		143,611	4,301,403
0.0%	2038	2039	3,468,692	173,435	3,295,257	2,534,500	1.30x	196,546	424,000		140,211	4,441,615
0.0%	2039	2040	3,468,692	173,435	3,295,257	2,534,700	1.30x	196,546	424,000		140,011	4,581,626
0.0%	2040	2041	3,468,692	173,435	3,295,257	2,531,700	1.30x	196,546	424,000		143,011	4,724,637
0.0%	2041	2042	3,468,692	173,435	3,295,257	2,530,400	1.30x	196,546	424,000		144,311	4,868,949
0.0%	2042	2043	3,468,692	173,435	3,295,257	2,530,600	1.30x	196,546	424,000		144,111	5,013,060
0.0%	2043	2044	3,468,692	173,435	3,295,257	2,532,100	1.30x	196,546	424,000		142,611	5,155,672
0.0%	2044	2045	3,468,692	173,435	3,295,257	2,534,700	1.30x	196,546	424,000		140,011	5,295,683
			<u>\$95,389,032</u>	<u>\$4,769,452</u>	<u>\$90,619,580</u>	<u>\$64,163,400</u>		<u>\$4,913,650</u>	<u>\$10,600,000</u>	<u>\$14,174,359</u>	<u>-\$3,231,829</u>	

Par Amount	42,195,000
Premium	7,318,121
<b>Total Sources</b>	<b>49,513,121</b>
Project Fund	44,953,086
Reserve Fund	3,167,600
Cost of Issuance	1,054,875
Underwriter's Discount	337,560
<b>Total Uses</b>	<b>49,513,121</b>

Rate 2.66%

- (1) Assessed Value grew 15.9% from TY2019 to TY2020. no growth thereafter
- (2) TY 2020 certified values provided by Knudson LP.
- (3) Assumes FY2020 ending fund balance of \$8,527,512 per FY 2021 budget.

MEMORANDUM

Date: February 11, 2021

To: Board of Directors  
Montrose Redevelopment Authority (the "District")

Copy: Board of Directors  
Attorney for the District  
Bookkeeper for the District  
Texas Ethics Commission

From: Kenneth Byrd

Subject: DISCLOSURE UNDER THE PUBLIC FUNDS INVESTMENT ACT

---

As Bookkeeper and/or Investment Officer for the District, I submit this disclosure of my relationships with entities or individuals who are offering, have offered, or may offer to engage in an investment transaction with the District as of the date of this memorandum, in compliance with the Public Funds Investment Act and with the District's Investment Policy.

1. I have the following "personal business relationships" with individuals or entities who are offering to engage, have offered to engage or may offer to engage in an investment transaction with the District.
  - (a) I own (i) ten per cent (10%) or more of the voting stock or shares or (b) \$5,000 or more of the fair market value of the following business organizations: \_\_\_\_\_  
\_\_\_\_\_ N/A
  - (b) I have received from the following business organizations funds that exceed ten percent (10%) of my gross income for the previous year: \_\_\_\_\_  
\_\_\_\_\_ N/A
  - (c) I acquired from the following business organizations during the previous year investments with a book value of \$2,500 or more for my personal account: \_\_\_\_\_  
\_\_\_\_\_ N/A
  
2. I am related within the second degree of affinity (marriage) or consanguinity (blood) as determined by Chapter 573, Government Code, to the following individuals who are seeking, have sought or may seek to sell an investment to the District \_\_\_\_\_  
\_\_\_\_\_ N/A
  
3. I acknowledge that this disclosure will be filed with the Board of Directors of the District and the Texas Ethics Commission by the District.

Kenneth Byrd  
(SIGNATURE)

## TIRZ 27 Knudson Report for Board Book

### Board Administration

- Scheduled all Committee, Board, and Chairman's meetings for 2021
- Used MailChimp to create the reminder emails sent to Board and mailing list
- Correspondence and distribution of documents to the Webmaster to keep the Montrose TIRZ website updated
- Created email for new Board member Abby Noebels and distributed introductory materials from the TIRZ
- Took meeting minutes and created agendas for all Committee Meetings
- Facilitated communication between the TIRZ 27 Board and the press

### Livable Centers

- Attended HGAC Livable Center's Presentation # 3
- Attended all Bi-Weekly internal meetings

### Finance Committee

- Attended Finance Committee meeting

### Housing Committee

- Attended Housing Committee Meeting
- Scheduled Meeting with Jim Webb and Ray Miller discussing Housing Committee Priorities

### P&P Committee

- Attended P&P Committee Meeting
- Scheduled meeting Jim Webb regarding the METRO grant
- Scheduled meeting with the Ismaili Houston group regarding the new Ismaili center

### Public Engagement Committee

- No Committee Meetings in 2021 until after the February 15<sup>th</sup> Board Meeting

# ALLEN BOONE HUMPHRIES ROBINSON LLP

ATTORNEYS AT LAW

PHOENIX TOWER  
3200 SOUTHWEST FREEWAY  
SUITE 2600  
HOUSTON, TEXAS 77027  
TEL (713) 860-6400  
FAX (713) 860-6401  
abhr.com

## MEMORANDUM

**TO:** Board of Directors, Reinvestment Zone No. 27, City of Houston, TX and Montrose Redevelopment Authority (the "Authority")

**FROM:** Alia Vinson, Sanjay Bapat and Alyssa Ollwerther

**DATE:** February 15, 2021

**RE:** ABHR Report - December 2020 - February 2021

ABHR Progress report for the time period between the December 7, 2020 board meeting and February 21, 2021 board meeting is as follows:

### Completed Tasks

- Assisted in submission of grant application to METRO for West Gray Sidewalk.
- Administrative tasks required for transition of leadership of the Zone.
- New director onboarding and training.
- Legal tasks required in finalizing contract with Reytec for Waugh and Commonwealth project.
- Administrative tasks of the Zone, including preparation of agendas and minutes of regular board meetings, and preparation of the board book.

### Ongoing Tasks

- Negotiate and execute agreement with Houston City Council District C for use of Council District Service Fund for Waugh/Commonwealth project.
- Assist projects and planning committee in long term planning of the CIP for the TIRZ.
- Assist affordable housing committee in development of their programs.