

**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 **Monday, December 13, 2021, at 6:30 p.m., at the offices of Allen Boone Humphries Robinson, 3200 Southwest Freeway, Suite 2400, Houston, Texas, 77027, in the San Jacinto Conference Room\***, with supplementary access via Zoom videoconference; **REGISTRATION FOR THE VIDEOCONFERENCE IS REQUIRED** and can be done at <https://tinyurl.com/yyhbatyr>, 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. Projects and Planning:
  - a. Projects and Planning Committee report.
  - b. Report from Gauge Engineering, including authorize design, approve plans and specifications, authorize advertisement for bids, review bids and award contracts, approve pay estimates and change orders, and authorize final acceptance for the following:
    - i. update on Waugh Drive, Commonwealth, and Yoakum Street improvements, time extension change order, consider Pay Application No. 5 and supplemental task order for Construction Management & Inspection services & Construction Materials Testing; and
    - ii. update on Hawthorne Street and Woodhead Street Neighborhood Safe Street.
  - c. Sidewalk improvements along West Gray between Shepherd Drive and Waugh Drive including the following:
    - i. interagency Agreement with METRO for sidewalk improvements along West Gray between Shepherd Drive and Dunlavy Street;
    - ii. task order with Goodman Corp. to provide FTA compliance services; and

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.

- iii. reauthorize submission of grant application for sidewalk project along West Gray between Dunlavy Street and Waugh Drive.
  - d. Update on West Alabama Street Reconstruction project, including:
    - i. local match funding commitment letter for West Alabama reconstruction project.
  - e. Update on project with Montrose Collective Owner, LP, including:
    - i. engage auditor to prepare developer reimbursement report for Montrose Collective Owner, LP project.
- 5. Discuss Lower Westheimer project and take appropriate action.
- 6. Letter of No Objection to Gunda Corp. regarding the BSID 11407 METRO stop.
- 7. Public Engagement, including Public Engagement Committee Report.
- 8. Affordable Housing, including Affordable Housing Committee report.
- 9. Financial matters, including report from bookkeeper, review financial information, discuss franchise tax exemption, and authorize payment of invoices.
- 10. Report from Masterson Advisors, including discuss financial capacity of Zone and the Authority, and authorize action as appropriate.
- 11. Report from Zone administrator.
- 12. Report from Attorney.
- 13. Announcements regarding workshops, seminars, and presentations relating to Zone and Authority matters.
- 14. Discuss meeting schedule and proposed agenda items for upcoming Board meeting(s).
- 15. 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.)




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Attorney for the Zone

**\*The Board will conduct an in-person meeting at its physical meeting location. As an accommodation during the current levels of transmission during this COVID-19 virus epidemic emergency, the Board is making available a video and/or telephone option for members of the public to listen to the meeting and to address the Board during the public comment item. Members of the Board may participate via videoconference in accordance with the requirements of the Texas Open Meetings Act, provided a quorum of the Board meets in-person, REGISTRATION FOR THE VIDEOCONFERENCE IS REQUIRED and can be done at <https://tinyurl.com/yyhbatyr>, and upon registration, a telephone number to join via teleconference, a link to join via videoconference, and a password to access the conference will be provided.**

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

September 20, 2021

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, on the 20<sup>th</sup> day of September, 2021, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Houston, Texas, outside the boundaries of the District, with supplemental access provided by videoconference in accordance with Section 551.127 of the Texas Government Code and the roll was called of the members of the Board being present:

Lisa W. Hunt	Position 1
Abby Noebels	Position 2
Joe D. Webb	Position 3 Chair
Melinda Little	Position 4
Paul Dickerson	Position 5
Ray Valdez	Position 6
Jovon Tyler	Position 7

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

Also attending the meeting were Joseph Ellis of McCall Gibson Swedlund Barfoot PLLC (“McCall Gibson”); Muhammad Ali of Gauge Engineering (“Gauge”); Jennifer Landreville of ETI Bookkeeping Services (“ETI”); Patti Joiner and Walter Morris of Knudson, LP (“Knudson”); Brian Jackson of the City of Houston Economic Development Office; Randy Roman, Mark Davis, Greg Pettigrew, Stephen Longmire, and additional members of the public; and Alia Vinson, Sanjay Bapat, and Alyssa Ollwerther of Allen Boone Humphries Robinson LLP (“ABHR”).

Mr. Bapat reviewed certain recommended protocols for conducting the meeting via teleconference and videoconference and informed the directors that in accordance with Section 551.127 of the Texas Government Code, those who are not attending in person or visible at the meeting location listed above via videoconference are unable to participate in discussions other than public comment and are unable to vote on any matters.

ESTABLISH QUORUM AND CALL TO ORDER

Chair Webb called the meeting to order at 6:37 p.m.

RECEIVE PUBLIC COMMENT

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

Kay Warhol commented on her interest in upcoming construction projects financed by the Zone.

MINUTES

The Board considered approving the minutes of the June 25, 2021, special meeting and August 9, 2021 special meeting. After review and discussion, Director Valdez moved to approve the two 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.

REORGANIZE BOARD

Director Webb informed the Board that the City Council for the City of Houston has appointed Melinda Little to the Board of the Zone, and thereby also the Authority, to replace Sherry Weesner who resigned her position. Melinda Little introduced herself to the Board. The Board next considered filling the vacant Vice Chair position of the Board. Following discussion, Director Hunt moved to appoint Director Valdez as Vice Chair. Director Tyler seconded the motion. Followed by a roll call, the motion passed unanimously with all Directors voting in favor of the motion.

REORGANIZE COMMITTEES

The Board considered reorganizing committees. Director Webb moved to appoint Director Little to the Public Engagement Committee and Director Valdez to the Projects and Planning Committee. Director Valdez seconded the motion. Followed by a roll call, the motion passed unanimously with all Directors voting in favor of the motion.

PROJECTS AND PLANNING

Chair Webb reviewed the Projects and Planning Committee report from September with the Board and responded to questions from Board members related to same.

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 updated the Board on the construction status of the Waugh Drive, Commonwealth, and Yoakum Street Improvements. He reviewed and recommended approval of Pay Estimate No. 5, in the amount of \$369,795.36, payable to Reytec Construction Resources, Inc. ("Reytec"). Next, Mr. Ali also reviewed and recommended approval of Change Order No. 2, requesting a time extension of 57 days to the original contract time, noting that the contract time would be increased to 266 total calendar days. He also reviewed and recommended approval of Task Order No. 6, Supplement No. 2, in the amount of \$74,200.00, payable to Gauge, for construction management and inspection, construction phase services, and materials testing for the Waugh Drive, Commonwealth, and Yoakum Street Improvements during the extended construction duration due to Change Order No. 2. Following review and discussion, Director Little moved to approve (i) Pay Estimate No. 5, in the amount of \$369,795.36, payable to Reytec, (ii) Change Order No. 2, with a time extension of 57 calendar days, and (iii) Task Order No. 6, Supplement No. 2, in the amount of \$74,200.00, payable to Gauge. Director Tyler seconded the motion. Followed by a roll call, the motion passed unanimously with all Directors voting in favor of the motion.

In connection with the Waugh Drive, Commonwealth, and Yoakum Street Improvements project, Mr. Bapat reviewed an Interlocal Agreement with the City for sidewalk reimbursement. Mr. Bapat noted that the Interlocal Agreement provides that the City shall reimburse the Authority for a portion of the total Waugh Drive, Commonwealth, and Yoakum Street Improvements project cost, in an amount not to exceed \$30,000. Messrs. Bapat and Ali responded to questions from Board members related to same. Following review and discussion, Director Little moved to approve the Interlocal Agreement with the City for sidewalk reimbursement. Director Tyler seconded the motion. A roll call of the Board was taken and the motion passed unanimously.

UPDATE ON HAWTHORNE STREET AND WOODHEAD STREET NEIGHBORHOOD SAFE STREET

Mr. Ali provided an update on the design of Hawthorne and Woodhead Street Neighborhood Safe Street Improvements, including recommended phasing of the project. Mr. Ali responded to questions from Board members related to the projected availability of construction materials and cost of labor.

CONSIDER TASK ORDER FOR WEST DALLAS STREET AND MANDELL STREET IMPROVEMENTS PROJECT

In connection with the West Dallas Street and Mandell Street improvements project, Mr. Ali reviewed and recommended approval of Task Order No. 8, in the amount of \$348,022.00, payable to Gauge. Mr. Ali noted that the task order covers preliminary engineering/technical memorandum and design related work. Following review and discussion, Director Little moved to approve Task Order No. 8, in the amount of \$348,022.00, payable to Gauge for the West Dallas Street and Mandell Street improvements project. Director Tyler seconded the motion. Followed by a roll call, the motion passed unanimously with all Directors voting in favor of the motion.

CONSIDER TASK ORDER FOR METRO 5310 PROGRAM - SIDEWALK IMPROVEMENTS PROJECT ALONG WEST GRAY BETWEEN SHEPHERD DRIVE AND DUNLAVY STREET

In connection with the METRO 520 Program - sidewalk improvements along West Gray Street and Shepherd Drive and Dunlavy Street for which the Authority has received grant funding, Mr. Ali reviewed and recommended approval of Task Order No. 9, in the amount of \$94,381.00, payable to Gauge, for engineering services. Following review and discussion, Director Little moved to approve Task Order No. 9, in the amount of \$94,381.00, payable to Gauge for the METRO 520 Program - sidewalk improvements along West Gray Street and Shepherd Drive and Dunlavy Street. Director Tyler seconded the motion. Followed by a roll call, the motion passed unanimously with all Directors voting in favor of the motion.

UPDATE ON PROJECT WITH MONTROSE COLLECTIVE OWNER, LP

There was no update on this matter.

PUBLIC ENGAGEMENT COMMITTEE

There was no update on this matter.

AFFORDABLE HOUSING REPORT

Director Hunt provided an update on the ongoing work of the Affordable Housing Committee. A copy of the report is attached.

SECURITY MATTERS

There was no discussion on this item.

FINANCIAL MATTERS

Ms. Landreville 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, Equi-Tax, Inc., Gauge, Goodman Corp., and Knudson. A copy of the report from the Finance Committee is attached. After review and discussion, and based on the recommendation of the Finance Committee, Director Tyler moved to approve and authorize payment of the invoices. Director Little seconded the motion. Followed by a roll call, the motion passed unanimously with all Directors voting in favor of the motion.

AUDIT FOR FISCAL YEAR END JUNE 30, 2021

Mr. Bapat reminded the Board that the Authority is required to prepare and appropriately file an audit for fiscal year ending June 30, 2021, pursuant to terms set forth in the Tri-Party Agreement between the City of Houston (the "City"), the Zone, and the Authority, as well in accordance with Chapter 431 of the Texas Local Government Code, and has engaged McCall Gibson to conduct the Authority's audit for fiscal year end June 30.

Mr. Ellis reviewed the audit for the fiscal year ended June 30, 2021, and responded to questions from Board members related to same. After review and discussion, Director Hunt moved to approve the audit as presented. Director Valdez seconded the motion. Followed by a roll call, the motion passed unanimously with all Directors voting in favor of the motion.

APPROVE ENGAGEMENT LETTER FOR REVIEW OF AUTHORITY FINANCIAL STATEMENTS

The Board reviewed an engagement letter from Burton Accounting, PLLC ("Burton"), for review of Authority financial statements, in an amount not to exceed \$2,500, in connection with the Authority's audit process. Following review and discussion, Director Little moved to approve the engagement letter and authorize Burton to review the Authority financial statements. Director Hunt seconded the motion. Followed by a roll call, the motion passed unanimously with all Directors voting in favor of the motion. The Board discussed modifying the process for selection for the next fiscal year.

REPORT FROM MASTERSON ADVISORS, INCLUDING FINANCIAL CAPACITY OF ZONE

There was no discussion on this agenda item.

REPORT FROM ZONE ADMINISTRATOR

Mr. Morris reported on the ongoing work of the Zone administrator, a copy of which is attached.

REPORT FROM ATTORNEY

Mr. Bapat reported on the ongoing legal work performed by ABHR.

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

There was no discussion on this agenda item.

DISCUSS ZONE AND AUTHORITY MISSION STATEMENT

The Board discussed the Zone and Authority mission statement. No action was taken by the Board.

DISCUSS MEETING SCHEDULE AND PROPOSED AGENDA ITEMS

The Board concurred to hold: (i) a special public outreach meeting on October 18, 2021, at 6:30 p.m. at the offices of ABHR; and (ii) its next regular meeting on December 13, 2021, at 6:30 p.m. at the offices of ABHR.

RECEIVE PUBLIC COMMENT

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

Greg LeGrande thanked the Board and Gauge for detailed reports and timelines of ongoing and future construction projects financed by the Zone.

Jim Blake requested that the Board consider the importance of protecting current trees along rights-of-way and certain streets in the Zone. Mr. Ali responded to Jim Blake.



ADJOURN

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

/s/ Lisa Hunt  
Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

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

October 18, 2021

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 special session on the 18<sup>th</sup> day of October, 2021, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Houston, Texas, outside the boundaries of the District, with supplemental access provided by videoconference in accordance with Section 551.127 of the Texas Government Code, and the roll was called of the members of the Board being present:

Lisa W. Hunt	Position 1 Secretary
Abby Noebels	Position 2
Joe D. Webb	Position 3 Chair
Melinda Little	Position 4
Paul Dickerson	Position 5
Ray Valdez	Position 6 Vice-Chair
Jovon Tyler	Position

and all of the above were present, except Directors Dickerson and Tyler, thus constituting a quorum. Directors Hunt, Webb, Little, and Valdez attended in person at the meeting location, constituting a quorum in-person and Director Noebels attended the meeting by videoconference in accordance with the provisions of Section 551.127 of the Texas Government Code.

Also attending the meeting were Muhammad Ali of Gauge Engineering (“Gauge”); Walter Morris of Knudson, LP (“Knudson”); Jennifer Landreville of ETI Bookkeeping Services (“ETI”); Jim Webb of The Goodman Corporation (“Goodman”); City of Houston Councilmember Abbie Kamin; members of the public joined via teleconference and videoconference; and Alia Vinson, Sanjay Bapat, and Carnell Emanuel of Allen Boone Humphries Robinson LLP (“ABHR”).

Mr. Bapat reviewed certain recommended protocols for conducting the meeting via teleconference and videoconference and informed the directors that in accordance with Section 551.127 of the Texas Government Code, those who are not attending in person or visible at the meeting location listed above via videoconference are unable to participate in discussions other than public comment and are unable to vote on any matters.

ESTABLISH QUORUM AND CALL TO ORDER

Chair Webb established a quorum of the Board and called the meeting to order at 6:32 p.m.

PRESENTATION AND DISCUSSION REGARDING THE HISTORY OF THE ZONE, THE PURPOSE OF THE ZONE AND HOW IT WORKS, AND ZONE PROJECT SELECTION AND TIMELINE, AND QUESTION AND ANSWER SESSION REGARDING SAME

A presentation regarding the ongoing activities of the Authority was given and questions and answers were taken from the public.

PROJECTS AND PLANNING

TASK ORDER FOR GOODMAN CORP

Mr. Webb reviewed and discussed the attached memo from Goodman regarding funding opportunities for Montrose Boulevard and West Alabama Street projects (the "Projects"). He informed the Board that there is an opportunity to partner with the Upper Kirby Redevelopment Authority and Midtown Redevelopment Authority on a federal grant for the reconstruction of West Alabama Street, but that would require a commitment for the Authority to fund the local match portion of the West Alabama project. He then stated that if the grant was awarded, it may require the phasing of the Montrose Boulevard reconstruction project, but that he recommends seeking federal funding for that project as well. He then reviewed a matrix showing the potential impacts to the Montrose Boulevard and West Alabama projects depending on which grants were awarded. After discussion, the Board concurred to move forward with federal grant applications for both of the Projects. He then reviewed a task order from Goodman for submission of applications for grant funding to support the Projects. After review and discussion, Director Valdez moved to approve the task order. Director Little seconded the motion, which passed by a vote of 4 to 0, with Director Hunt abstaining.

TASK ORDER FOR GAUGE

Mr. Ali reviewed a task order from Gauge for the preparation of a Design Concept Report (DCR) for West Alabama Street. After review and discussion, Director Valdez moved to approve the task order. Director Little seconded the motion, which passed by a vote of 4 to 0, with Director Hunt abstaining.

REORGANIZE COMMITTEES

The Board considered reorganizing committees as follows:

Public Outreach Committee

Lisa Hunt and Melinda Little

Affordable Housing Committee

Lisa Hunt, Jovon Tyler, and Ray Valdez

Following discussion, Director Hunt moved to reorganize committees as discussed. Director Little seconded the motion, which passed unanimously.

FINANCIAL MATTERS

Ms. Landreville reviewed the monthly financial and bookkeeping report, including invoices for payment, a copy of which is attached. Following review and discussion, Director Little moved to approve and authorize payment of the invoices. Director Hunt seconded the motion, which passed unanimously.

RECEIVE PUBLIC COMMENT

Chair Webb offered any members of the public attending the meeting by telephone or videoconference the opportunity to make public comment.

There being no public comments, Chair Webb moved to the next agenda item.

ADJOURN

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

/s/ Lisa Hunt  
Secretary, Board of Directors

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

**Committee Name:** P&P Committee **Date of Meeting:** 12/6/2021

**Chairperson:** Joe Webb

**Attendees:**

<u>Joe Webb</u>	<u>Raymond Valdez</u>
<u>Abby Noebels</u>	<u>Sanjay Bapat</u>
<u>Muhammad Ali</u>	<u>Robert McHaney</u>
<u>Jim Webb</u>	<u>Patti Joiner</u>
<u>Walter Morris</u>	<u></u>
<u></u>	<u></u>

**Meeting Report**

**Agenda**

- Discussion with Goodman Corporation if needed
  - Discussion regarding Project funding
- Updated from Gauge
- Discussion regarding the West Alabama Project
- Discussion regarding Skanska's Initial Site Presentation

**Notes**

- The Committee discussed the METRO grant and their proposal
- The Committee discussed their options regarding accepted proposals
- The Committee discussed the interlocal agreement
- Muhammad reported updates of the ongoing projects
- Muhammad discussed the updates to the Walk and Bike study
- The Committee discussed a design charette for the Lower Westheimer Project.
- The Committee discussed the Skanska Project
- The Committee discussed updates and funding for West Alabama
- The Committee discussed the current actions of the Montrose Management District

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

**Committee Name:** P&P Committee **Date of Meeting:** 11/1/2021

**Chairperson:** Joe Webb

**Attendees:**

<u>Joe Webb</u>	<u>Raymond Valdez</u>
<u>Abby Noebels</u>	<u>Sanjay Bapat</u>
<u>Muhammad Ali</u>	<u>Robert McHaney</u>
<u>Jim Webb</u>	<u>Patti Joiner</u>
<u>Walter Morris</u>	<u></u>
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**Meeting Report**

**Agenda**

- Discussion with Goodman Corporation if needed
- Updated from Gauge
- Discussion regarding the West Alabama Project
- Discussion regarding the IKE Kiosks and the November 11<sup>th</sup> meeting
- Discussion regarding Covenant House Official ask
- Discussion regarding the WAMM ask of Department of Neighborhoods

**Notes**

- The Goodman Corporation did not have anything to present.
- Muhammad with Gauge presented the project updates
- Walter to update the Montrose website with the last Board Meeting presentation
- The Committee discussed the status of the management district
- The Committee discussed the West Alabama Project and hierarchy of the entities.
- The Committee discussed the Covenant House Official ask
- The Committee discussed the WAMM ask of Department of Neighborhoods

### **TO-2-SUPPLEMENT: WIKE/BIKE STUDY AMENDMENT**

- Finalized 100% plans



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

- Addressed/Incorporated all City comments
- Finalized 100% plans
- Advertisement no 1 – 11/26/2021
- Advertisement no 2 – 12/3/2021
- Pre-bid Meeting – 12/8/2021
- Bid-Opening – 12/15/2021

### **TO-7: MONTROSE BOULEVARD IMPROVEMENTS**

- Traffic data obtained
- Mobility analysis - ongoing
- Survey work – ongoing
- Drainage work – ongoing

### **TO-8: WEST GRAY – FROM SHEPHARD DR & DUNLAVY ST**

- All plan sheets have been cut
- Conducted multiple field visits
- Began working on design



**TO-9: DALLAS AND MANDELL IMPROVEMENTS**

- Sidewalk plan sheets have been cut
- Conducted multiple field visits
- Obtained measurements
- Began working on technical memo and preliminary design

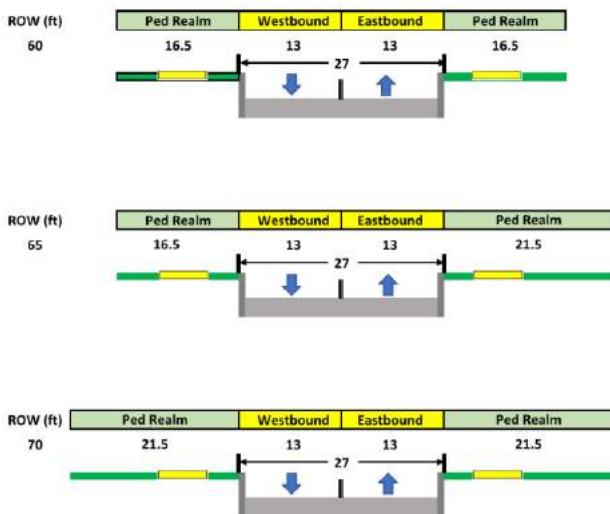
**TO-10: W ALABAMA IMPROVEMENTS**

- Awaiting approved task order

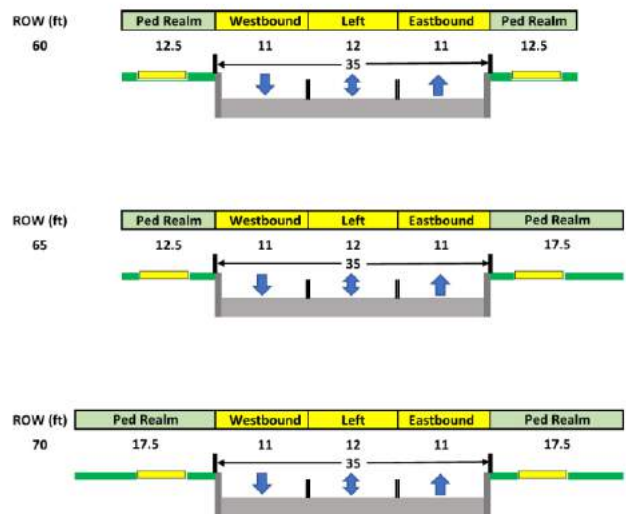
**8. MISCELLANEOUS**

- Lower Westheimer Design Charrette Meeting – November 10th
  - New 3-lane section is currently being proposed

Two Lane Option with Left-Turns at Traffic Signals



Three Lane Option with Center Continuous Left-Turn



- TIRZ 27 Comments:
  - Additional Community Engagement to be present the change
  - Wider sidewalk realm
    - Public expressed interest
    - 8' instead of 6'
  - Tree wells
  - Match new IDM Curb radii
  - Safer Crossing at Crocker Street (Katz's)
  - Project Extents: Extend ending point to Waugh Dr (instead of middle of the block)



December 3, 2021

Joe Webb, AIA, Chairman  
Montrose Tax Increment Reinvestment Zone No. 27  
c/o ABHR  
3200 Southwest Freeway, Suite 2600  
Houston, Texas 77027

Reference: Waugh Dr., Yoakum Blvd., Commonwealth St., and Montrose Blvd. @ Westheimer Intersection  
Improvements  
WBS No. N-T27000-0001-4  
Reytec Construction Resources, Inc. Payment No. 08

Dear Mr. Webb:

Reytec Construction Resources, Inc. (Reytec) has submitted estimate No. 07 in the amount of \$325,992.32 for construction services rendered through November 30, 2021. Based on our review, Reytec has complied with all requirements stated in the estimate and we recommend payment of **\$325,992.32** to Reytec.

The following billing information is to be used for payment:

Reytec Construction Resources, Inc.  
1901 Hollister St.  
Houston, TX 77080

If you have any questions or require additional information, please feel free to contact me at (832) 318-8800.

Sincerely,

A handwritten signature in blue ink, appearing to be "MA", written in a cursive style.

Muhammad Ali, P.E.  
Project Manager

Enclosures: Reytec Pay Est. No. 08

Estimate No. 8  
 Cut off Date 11/30/21  
 Estimate Date 12/01/21

**Montrose Redevelopment Authority/TIRZ 27**  
**Estimate and Certificate for Payment Unit Price Work**



Project Name : Waugh Dr., Yoakum Blvd., Commonwealth St., and Montrose Blvd. @ Westheimer Intersection Improvements  
 Contractor Name : Reytec Construction Resources, Inc.  
 Address : 191 Hollister St., Houston, Texas 77080  
 WBS No. N-T27000-0001-4

Contract Date : 12/18/2020  
 Start Date : 4/7/2021  
 Current Contract Completion Date :  
 Substantial Completion Date : 12/29/2021  
 Percentage By Time : 89.10% In Place : 64.64%  
 Date Insurance Exp. : 10/16/2021 Drug Policy Due Date: N/A Current M/SBE : 18.23%

**CONTRACT TIME IN CALENDAR DAYS**  
 Original Contract Time : 180  
 Approved Extensions : 86  
 Total Contract Time : 266  
 Days Used to Date : 237  
 Days Remaining to Date : 29  
 Schedule Update :

**CONTRACT AMOUNT TO DATE :**

- 1- Original Contract Amount **\$2,866,700.00**
- 2- Approved Change Orders

No.	Date	Ext.Days	Amount
1	04/30/2021	29 Calendar days	\$175,154.74
2	09/21/2021	57 Calendar days	0

Total Approved Extensions **86** Total Change Orders to Date **\$175,154.74**

3- Approved Work Change Directives

Item No.	Date	Ext.Days	Amount

Total Pending Work Change Directives to Date **\$0.00**  
**TOTAL CONTRACT AMOUNT** (excludes WCDs) **\$3,041,854.74**

**A. EARNINGS TO DATE**

1- Work Completed to Date	64.64% Complete		Current Month Billing	\$343,149.82
2- Material Stored on Site	\$0.00		\$1,966,368.91	
3- Material Stored in Place	\$0.00			
4- Balance-Materials Accepted Not in Place	\$0.00	@ 85%	\$0.00	
5- Work Change Directives - In Place			\$0.00	
				<b>TOTAL EARNINGS TO DATE</b> <span style="float: right; border-bottom: 1px solid black;"><b>\$1,966,368.91</b></span>

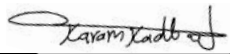
**B. DEDUCTIONS**

1- Retainage	5%	Of	\$1,966,368.91		\$98,318.45
2- Less Retainage for Stored Material	5%	Of	\$105,982.00		\$(5,299.10)
3- Total Retainage					\$93,019.35
4- Liquidated Damages	0.00	Days @	\$5,000.00		\$0.00
5- Assessments					\$0.00
6- Inspector Overtime Costs					\$0.00
					<b>TOTAL DEDUCTIONS</b> <span style="float: right; border-bottom: 1px solid black;"><b>\$93,019.35</b></span>

**C. AMOUNT DUE THIS PERIOD**

1- Total Earnings to Date			\$1,966,368.91	
2- Total Deductions			\$93,019.35	
3- Total Payments Due				<b>\$1,873,349.56</b>
4- Less Previous Payments				<b>\$1,547,357.24</b>
5- Restoration Adjustment				<b>\$0.00</b>

<b>TOTAL AMOUNT DUE CONTRACTOR THIS DATE</b>	<b>\$325,992.32</b>
<b>BALANCE REMAINING (EXCLUDING RETAINAGE)</b>	<b>\$1,075,485.83</b>

Prepared By  12/1/2021  
 Karam Qaddo, P.E. Date

Approved By: \_\_\_\_\_  
 TIRZ 27 Date

Reviewed By  12/2/2021  
 Muhammad Ali, P.E. Date

# Reytec Construction Resources, Inc.

1901 Hollister  
Houston, Texas 77080  
Office 713.957.4003  
Fax 713.681.0077

**Waugh Drive, Commonwealth Street and Montrose Boulevard at Westheimer Intersection  
Improvements**

December 1, 2021

Mr. Muhammad Ali  
Gauge Engineering  
3200 Wilcrest Drive, Suite 220  
Houston, TX 77042

Re: Montrose (TIRZ 27)  
Waugh Drive, Commonwealth Street and Montrose Boulevard at  
Westheimer Intersection Improvements Project  
WBS No. N-T27000-0001-4

Dear Muhammad,

Please see attached for pay application 008, for November  
2021 Waugh Drive, Commonwealth Street and Montrose Boulevard at Westheimer Intersection  
Improvements.

Thanks,



Keegan Droxler  
Project Manager  
Reytec Construction Resources  
832-844-8322  
[kdroxler@reytec.net](mailto:kdroxler@reytec.net)

**APPLICATION AND CERTIFICATE FOR PAYMENT** AIA DOCUMENT G702

TO (OWNER):  
**Montrose (TIRZ 27)**

PROJECT:  
**Waugh Drive, Commonwealth Street and Montrose Boulevard at Westheimer Intersection Improvements**

APPLICATION NO: 008  
PERIOD TO: 11/1/2021  
11/30/2021

FROM (CONTRACTOR):  
**Reytec Construction**  
**1901 Hollister Rd.**  
**Houston, Texas 77080**  
**Ph. 713-957-4003; Fax 713-681-0077**

PROJECT NO: WBS No. N-T27000-0001-4  
TIRZ 27

**CONTRACTOR'S APPLICATION FOR**

CHANGE ORDER SUMMARY			ADDITIONS	DEDUCTIONS
Change Orders approved in previous months by owner				
TOTAL				
Approved this Month				
Number	Date			
TOTALS			\$ -	
Net change by Change Orders				

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current Payment shown herein is now due.

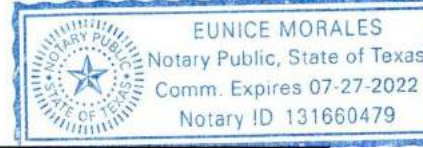
INSPECTOR:  
By: \_\_\_\_\_ Date: \_\_\_\_\_

CONTRACTOR:  
By: \_\_\_\_\_ Date: 12/1/2021

Application is made for Payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM.....	\$ 2,866,700.00
2. Net change by Change Order.....	\$ 175,154.74
3. CONTRACT SUM TO DATE (Line 1+2).....	\$ 3,041,854.74
4. TOTAL COMPLETED & STORED TO DATE.....	\$ 1,966,368.90
4. TOTAL COMPLETED LESS STORED TO DATE.....	\$ 1,860,386.90
5. RETAINAGE:	
a. <u>5</u> % of Completed Work	\$ 93,019.35
b. _____ % of Stored Material	_____
Total Retainage (Line 5a + 5b or	\$ 93,019.35
6. TOTAL EARNED LESS RETAINAGE.....	\$ 1,873,349.56
(Line 4 less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate).....	\$ 1,547,357.24
8. CURRENT PAYMENT DUE.....	\$ 325,992.32
9. BALANCE TO FINISH, PLUS RETAINAGE.....	\$ 1,168,505.19
(Line 3 less Line 6)	

State of: Texas  
Subscribed and sworn to before me this 1st day of December 2021  
Notary Public: Eunice Morales  
My Commission expires: 7/27/22



**ARCHITECT'S CERTIFICATE FOR**

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$ 325,992.32  
(Attach explanation if amount certified differs from the amount applied for)  
ARCHITECT:

By: \_\_\_\_\_ Date: \_\_\_\_\_  
This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

**Affidavits of Payment and  
Montrose / Tax Increment Reinvestment Zone 27 Unconditional Waivers of Liens**

Reytec Construction Resources, Inc has been paid and has received a progress payment in the sum of \$159,411.70 for services, equipment or material furnished to Montrose / Tax Increment Reinvestment Zone 27 for the Waugh Dr, Yoakum Blvd, Commonwealth St, and Montrose Blvd @ Westheimer Intersection Improvements Project (WBS No. N-T27000-0001-4 located in Houston, Texas, and does hereby release any mechanic's lien or bond right that undersigned has on the above referenced project to the following extent. This release covers a progress payment for labor, services, equipment or material furnished to the Montrose / Tax Increment Reinvestment Zone 27 through October 31, 2021 only, and does not cover any retention if any labor, services, equipment or materials furnished after that date. The undersigned warrants that all undisputed amounts due to its equipment lessors, suppliers, subcontractors, labor, insurance and taxes applicable to this work have been paid in full through the date set forth and hold the Montrose / Tax Increment Reinvestment Zone 27 against any loss arising from the nonpayment therec

*[Handwritten Signature]*

\_\_\_\_\_  
(Signature of Contractor's Representative)

Jesus Prieto

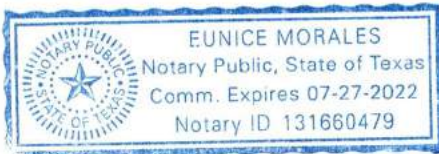
\_\_\_\_\_  
(Print or Type Name of Contractor's Representative)

**SWORN TO AND SUBSCRIBED** before me on:

12/1/2021

Date

*[Handwritten Signature]*  
\_\_\_\_\_  
Notary Public in and for the State of Texas



My Commission Expires:

7/27/22  
Expiration Date

Eunice Morales  
Print or Type Name of Notary Public



Document 00642

**MONTHLY SUBCONTRACTOR PAYMENT REPORTING FORM**

Legal Project Name: Waugh Drive, Yoakum Boulevard, Commonwealth Street and Montrose Boulevard @ Westheimer Intersection Improvements

Outline Agreement No.: \_\_\_\_\_ WBS: No. N-T27000-0001-4

Contractor's Company Name: Reytec Construction Resources

Address: 1901 Hollister St. Houston, Texas 77080

**CERTIFICATION**

Jesus Prieto, Contractor's Representative for the above referenced Contract, hereby certifies that (1) Contractor has paid all subcontractors, except those noted below, (2) Contractor made such payments (a) in proportion to the amount City paid Contractor and (b) in accordance and compliance with all applicable Contract Documents and laws; and (3) Contractor withheld no sums from any subcontractor for allegations of deficiency in Work. The term "subcontractor", as used herein, includes all persons or firms furnishing work, materials, services or equipment Contractor ordered incorporated into Work or placed near the Project for which the City made partial payment.

EXCEPTION: Contractor sent Payment Notifications to the following subcontractors explaining why Contractor withheld payment. Copies are attached.

Subcontractor Name: \_\_\_\_\_ Subcontractor Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ Street Address: \_\_\_\_\_


City, State, and Zip Code: \_\_\_\_\_ City, State, and Zip Code: \_\_\_\_\_

Amount of Payment Withheld: \_\_\_\_\_ Amount of Payment Withheld: \_\_\_\_\_

Date Payment First Withheld: \_\_\_\_\_ Date Payment First Withheld: \_\_\_\_\_

Description of Good Faith Reason: \_\_\_\_\_ Description of Good Faith Reason: \_\_\_\_\_

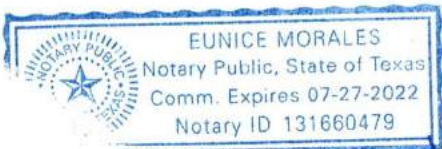
\_\_\_\_\_

  
\_\_\_\_\_  
(Signature of Contractor's Representative)

Jesus Prieto  
\_\_\_\_\_  
(Print or Type Name of Contractor's Representative)

SWORN TO AND SUBSCRIBED before me on:

12/1/2021



Date  
Eunice Morales  
\_\_\_\_\_  
Notary Public in and for the State of Texas

My Commission Expires: 12/1/2021  
Expiration Date

Eunice Morales  
\_\_\_\_\_  
Print or Type Name of Notary Public

Montrose/ TIRZ 27

Waugh Dr., Yoakum Blvd., Commonwealth St., and Montrose Blvd. @ Westheimer Intersection Improvements

Reytec Construction Job # 2227 COH WBS: N-T27000-0001-4

Master Pay Application #007

ITEM NO.	SPEC NO.	ITEM DESCRIPTION	UNIT	UNIT QTY	UNIT BID PRICE	ESTIMATED CONTRACT VALUE	PREVIOUS QUANTITY	PREVIOUS AMOUNT	CURRENT QUANTITY	WORK DIRECTIVE*	CURRENT AMOUNT	TO DATE QUANTITY	TO DATE AMOUNT	PERCENT COMPLETE
<b>WAUGH DR. YOAKUM BLVD. COMMONWEALTH ST.</b>														
<b>BASE BID GENERAL ITEMS:</b>														
1	01502	Mobilization	LS	1.00	\$ 120,000.00	\$ 120,000.00	1.000	\$ 120,000.00			\$ -	1.000	\$ 120,000.00	100.00%
2	01555	Uniformed Police Officers	HR	620.00	\$ 55.00	\$ 34,100.00	265.000	\$ 14,575.00	100.000		\$ 5,500.00	365.000	\$ 20,075.00	58.87%
3	01555	Traffic Control	EA	1.00	\$ 40,000.00	\$ 40,000.00	0.833	\$ 33,333.33			\$ -	0.833	\$ 33,333.33	83.33%
4	01570	Inlet Protection Barrier	EA	1,216.00	\$ 4.00	\$ 4,864.00	912.000	\$ 3,648.00	150.000		\$ 600.00	1062.000	\$ 4,248.00	87.34%
5	02086	Adjust Water Meter Valve	EA	46.00	\$ 335.00	\$ 15,410.00	29.000	\$ 9,715.00	17.000		\$ 5,695.00	46.000	\$ 15,410.00	100.00%
6	02086	Adjust Manhole Frame and Cover to Match Prop Elevations and Grades	EA	119.00	\$ 800.00	\$ 95,200.00	56.000	\$ 44,800.00	3.000		\$ 2,400.00	59.000	\$ 47,200.00	49.58%
7	02233	Clearing & Grubbing	SF	36.00	\$ 15.00	\$ 540.00	36.000	\$ 540.00			\$ -	36.000	\$ 540.00	100.00%
8	02922	Sodding	SY	56.00	\$ 18.00	\$ 1,008.00		\$ -			\$ -	0.000	\$ -	0.00%
<b>TOTAL BASE UNIT PRICES FOR GENERAL ITEMS:</b>						<b>\$ 311,122.00</b>		<b>\$ 226,611.33</b>			<b>\$ 14,195.00</b>		<b>\$ 240,806.33</b>	
<b>BASE BID ROADWAY ITEMS:</b>														
9	01270S	Grading	SF	396.00	\$ 5.00	\$ 1,980.00	172.000	\$ 860.00	100.000		\$ 500.00	272.000	\$ 1,360.00	68.69%
10	01270S	Retaining Wall	CY	6.00	\$ 600.00	\$ 3,600.00	2.083	\$ 1,249.80			\$ -	2.083	\$ 1,249.80	34.72%
11	01270S	Remove and Dispose Existing Hazard	EA	7.00	\$ 200.00	\$ 1,400.00	3.000	\$ 600.00	1.000		\$ 200.00	4.000	\$ 800.00	57.14%
12	02221	Remove and Dispose Concrete Sidewalk, Driveway, Ramp, all thickness	SY	12,167.00	\$ 9.00	\$ 109,503.00	8936.798	\$ 80,431.18	2398.000		\$ 21,582.00	11334.798	\$ 102,013.18	93.16%
13	02221	Remove Existing Concrete Medians (INC. Curbs)	SY	164.00	\$ 14.00	\$ 2,296.00	173.000	\$ 2,422.00			\$ -	173.000	\$ 2,422.00	105.49%
14	02315	Excavation and off-site disposal	CY	316.00	\$ 10.00	\$ 3,160.00	229.670	\$ 2,296.70	50.000		\$ 500.00	279.670	\$ 2,796.70	88.50%
15	02741 & 02960	Asphalt Mill & Overlay (1.5 Inches)	SY	51,818.00	\$ 10.00	\$ 518,180.00	15515.000	\$ 155,150.00	11182.500		\$ 111,825.00	26697.500	\$ 266,975.00	51.52%
16	02754	7- inch High Early Strength Concrete Driveway, Including Excavation and Base	SF	30,742.00	\$ 11.00	\$ 338,162.00	28886.160	\$ 317,747.76	3214.000		\$ 35,354.00	32100.160	\$ 353,101.76	104.42%
17	02771	Remove and Replace Existing Curb and Gutter	LF	1,828.00	\$ 12.00	\$ 21,936.00	899.500	\$ 10,794.00	108.000		\$ 1,296.00	1007.500	\$ 12,090.00	55.11%
18	02771	Proposed Concrete 6" Curb	LF	4,520.00	\$ 5.00	\$ 22,600.00	618.500	\$ 3,092.50	15.000		\$ 75.00	633.500	\$ 3,167.50	14.02%
19	01270S	Adjust Existing Median Nose	EA	9.00	\$ 820.00	\$ 7,380.00	9.000	\$ 7,380.00			\$ -	9.000	\$ 7,380.00	100.00%
20	02772	Concrete Median	SY	892.00	\$ 47.00	\$ 41,924.00	462.580	\$ 21,741.26	264.000		\$ 12,408.00	726.580	\$ 34,149.26	81.46%
21	02775	Sidewalk- 4-1/2 inch thick	SF	62,087.00	\$ 5.25	\$ 325,956.75	42635.575	\$ 223,836.77	11829.000		\$ 62,102.25	54464.575	\$ 285,939.02	87.72%
22	02775	Construct ADA Compliant Wheelchair Ramp, Inc. AD Truncated Domes (Complete in Place)	SF	16,324.00	\$ 12.00	\$ 195,888.00	13041.660	\$ 156,499.92	2948.000		\$ 35,376.00	15989.660	\$ 191,875.92	97.95%
23	02775	Remove and Replace Pavers	SF	1,026.00	\$ 10.50	\$ 10,773.00		\$ -			\$ -	0.000	\$ -	0.00%
24	02951	Concrete Pavement Repair and Restoration	SY	13.00	\$ 260.00	\$ 3,380.00		\$ -	13.000		\$ 3,380.00	13.000	\$ 3,380.00	100.00%
<b>TOTAL BASE UNIT PRICES FOR ROADWAY ITEMS:</b>						<b>\$ 1,608,118.75</b>		<b>\$ 984,101.89</b>			<b>\$ 284,598.25</b>		<b>\$ 1,268,700.14</b>	
<b>BASE BID TRAFFIC ITEMS:</b>														
25	016713	Pre- Formed Loop	LF	1,890.00	\$ 14.50	\$ 27,405.00	637.000	\$ 9,236.50			\$ -	637.000	\$ 9,236.50	33.70%
<b>TOTAL BASE UNIT PRICES FOR TRAFFIC ITEMS:</b>						<b>\$ 27,405.00</b>		<b>\$ 9,236.50</b>			<b>\$ -</b>		<b>\$ 9,236.50</b>	
<b>BASE BID SIGNING ITEMS</b>														
26	02221	Relocate Sign	EA	61.00	\$ 89.00	\$ 5,429.00	7.000	\$ 623.00	15.000		\$ 1,335.00	22.000	\$ 1,958.00	36.07%
27	02233	Placement of Permanent Signs	EA	149.00	\$ 129.00	\$ 19,221.00	51.000	\$ 6,579.00	33.000		\$ 4,257.00	84.000	\$ 10,836.00	56.38%
<b>TOTAL BASE UNIT PRICES FOR SIGNING ITEMS:</b>						<b>\$ 24,650.00</b>		<b>\$ 7,202.00</b>			<b>\$ 5,592.00</b>		<b>\$ 12,794.00</b>	
<b>BASE BID MARKING ITEMS</b>														
28		Type A PC Curb Install CO#1	EA	587.00	\$ 299.43	\$ 175,764.16	142.000	\$ 42,518.76			\$ -	142.000	\$ 42,518.76	24.19%
29		Type B PC Curb Install CO#1	EA	147.00	\$ 376.15	\$ 55,294.30	40.000	\$ 15,046.07			\$ -	40.000	\$ 15,046.07	27.21%
30		Type C PC Curb Install CO#1	EA	11.00	\$ 1,108.34	\$ 12,191.78		\$ -			\$ -	0.000	\$ -	0.00%
31		Flexible Tuff Post Install CO #1	EA	160.00	\$ 121.74	\$ 19,479.05	40.000	\$ 4,869.76			\$ -	40.000	\$ 4,869.76	25.00%
32		Type A PC Curb Traffic Control CO#1	LS	1.00	\$ 7,999.40	\$ 7,999.40	0.500	\$ 3,999.70			\$ -	0.500	\$ 3,999.70	50.00%
33		Type B PC Curb Traffic Control CO#1	LS	1.00	\$ 1,864.84	\$ 1,864.84	0.500	\$ 932.42			\$ -	0.500	\$ 932.42	50.00%
34		Type C PC Curb Traffic Control CO#1	LS	1.00	\$ 466.21	\$ 466.21		\$ -			\$ -	0.000	\$ -	0.00%
35	02764	Raise Pavement Markings- Type II I-C Yellow Reflective	EA	306.00	\$ 4.25	\$ 1,300.50		\$ -			\$ -	0.000	\$ -	0.00%
36	02764	Raise Pavement Markings- Type II A-A Yellow Reflective	EA	18.00	\$ 4.25	\$ 76.50		\$ -			\$ -	0.000	\$ -	0.00%
37	02765	Thermoplastic Traffic Paint Striping, Solid White (6" wide)	LF	22,075.00	\$ 0.65	\$ 14,348.75	4400.000	\$ 2,860.00	2820.000		\$ 1,833.00	7220.000	\$ 4,693.00	32.71%
38	02765	Thermoplastic Traffic Paint Striping, dashed white line (4" wide)	LF	11,211.00	\$ 0.55	\$ 6,166.05	2600.000	\$ 1,430.00	2000.000		\$ 1,100.00	4600.000	\$ 2,530.00	41.03%
39	02765	Thermoplastic Traffic Paint Striping, solid white (12" wide)	LF	7,869.00	\$ 2.40	\$ 18,885.60	2519.000	\$ 6,045.60	1108.000		\$ 2,659.20	3627.000	\$ 8,704.80	46.09%
40	02765	Thermoplastic Traffic Paint Striping, solid white stop bar (24" wide)	LF	3,175.00	\$ 4.90	\$ 15,557.50	1472.000	\$ 7,212.80	250.000		\$ 1,225.00	1722.000	\$ 8,437.80	54.24%
41	02767	Thermoplastic Pavement Markings (Solid Yellow Median)	LF	4,300.00	\$ 0.90	\$ 3,870.00	2859.000	\$ 2,573.10			\$ -	2859.000	\$ 2,573.10	66.49%



ITEM NO.	SPEC NO.	ITEM DESCRIPTION	UNIT	UNIT QTY	UNIT BID PRICE	ESTIMATED CONTRACT VALUE	PREVIOUS QUANTITY	PREVIOUS AMOUNT	CURRENT QUANTITY	WORK DIRECTIVE*	CURRENT AMOUNT	TO DATE QUANTITY	TO DATE AMOUNT	PERCENT COMPLETE
42	02767	Thermoplastic Traffic Pavement Marking (W) (Arrow)	EA	11.00	\$ 131.00	\$ 1,441.00	8.000	\$ 1,048.00			\$ -	8.000	\$ 1,048.00	72.73%
43	02767	Solid Green Thermoplastic Block	SF	6,342.00	\$ 8.60	\$ 54,541.20	1942.000	\$ 16,701.20	1303.000		\$ 11,205.80	3245.000	\$ 27,907.00	51.17%
44	02767	Thermoplastic Traffic Pavement Marking (W) (Double Arrow)	EA	15.00	\$ 210.00	\$ 3,150.00	2.000	\$ 420.00	4.000		\$ 840.00	6.000	\$ 1,260.00	40.00%
45	02767	Thermoplastic Traffic Pavement Marking (W) (Symbol)	EA	53.00	\$ 152.00	\$ 8,056.00	19.000	\$ 2,888.00	1.000		\$ 152.00	20.000	\$ 3,040.00	37.74%
46	02767	Thermoplastic Traffic Pavement Marking (W) (Bike Arrow)	EA	36.00	\$ 480.00	\$ 17,280.00	14.000	\$ 6,720.00	7.000		\$ 3,360.00	21.000	\$ 10,080.00	58.33%
<b>TOTAL BASE UNIT PRICES FOR MARKING ITEMS:</b>						<b>\$ 417,732.84</b>		<b>\$ 115,265.41</b>			<b>\$ 22,375.00</b>		<b>\$ 137,640.41</b>	
<b>BASE BID LIGHTING ITEMS</b>														
47	01270S	Proposed Lighting Conduit (2" PVC)	LF	4,070.00	\$ 14.50	\$ 59,015.00	3590.000	\$ 52,055.00	480.000		\$ 6,960.00	4070.000	\$ 59,015.00	100.00%
48	01270S	Ground/ Pull Boxes	EA	17.00	\$ 290.00	\$ 4,930.00	2.000	\$ 580.00			\$ -	2.000	\$ 580.00	11.76%
<b>TOTAL BASE UNIT PRICES FOR LIGHTING ITEMS:</b>						<b>\$ 63,945.00</b>		<b>\$ 52,635.00</b>			<b>\$ 6,960.00</b>		<b>\$ 59,595.00</b>	
<b>BASE BID LANDSCAPING ITEMS</b>														
49	02915	Plant 4" tree with 100 gallon container	EA	42.00	\$ 1,030.00	\$ 43,260.00		\$ -			\$ -	0.000	\$ -	0.00%
50	01562	Install Zero Curb Cutback	LF	85.00	\$ 36.00	\$ 3,060.00		\$ -			\$ -	0.000	\$ -	0.00%
51	01562	Install Checker plate Sidewalk Construction	SF	1,420.00	\$ 29.00	\$ 41,180.00		\$ -			\$ -	0.000	\$ -	0.00%
52	01562 & 1110	Tree Protection Plan	LF	1.00	\$ 35,000.00	\$ 35,000.00	0.833	\$ 29,166.67			\$ -	0.833	\$ 29,166.67	83.33%
<b>TOTAL BASE UNIT PRICES FOR LANDSCAPING ITEMS:</b>						<b>\$ 122,500.00</b>		<b>\$ 29,166.67</b>			<b>\$ -</b>		<b>\$ 29,166.67</b>	
<b>MONTROSE BLVD</b>														
<b>BASE BID GENERAL ITEMS:</b>														
53	01502	Mobilization	LS	1.00	\$ 20,000.00	\$ 20,000.00	1.000	\$ 20,000.00			\$ -	1.000	\$ 20,000.00	100.00%
54	01555	Uniformed Police Officers	HR	100.00	\$ 55.00	\$ 5,500.00		\$ -			\$ -	0.000	\$ -	0.00%
55	01555	Traffic Control	LS	1.00	\$ 15,189.25	\$ 15,189.25	0.500	\$ 7,594.63			\$ -	0.500	\$ 7,594.63	50.00%
56	02086	Adjust Water Meter Valve	EA	9.00	\$ 330.00	\$ 2,970.00		\$ -			\$ -	0.000	\$ -	0.00%
57	02086	Adjust Manhole Frame and Cover to Match Prop Elevations and Grades	EA	4.00	\$ 800.00	\$ 3,200.00		\$ -			\$ -	0.000	\$ -	0.00%
58	02233	Clearing & Grubbing	SF	70.00	\$ 7.00	\$ 490.00		\$ -			\$ -	0.000	\$ -	0.00%
<b>TOTAL BASE UNIT PRICES FOR GENERAL ITEMS:</b>						<b>\$ 47,349.25</b>		<b>\$ 27,594.63</b>			<b>\$ -</b>		<b>\$ 27,594.63</b>	
<b>BASE BID ROADWAY ITEMS:</b>														
59	02221	Remove & Dispose of Concrete Sidewalk, Driveway, and Ramp, all thickness	SY	1,565.00	\$ 12.00	\$ 18,780.00	433.890	\$ 5,206.68			\$ -	433.890	\$ 5,206.68	27.72%
60	02315	Excavation	CY	14.00	\$ 20.00	\$ 280.00		\$ -			\$ -	0.000	\$ -	0.00%
61	02741 & 02960	Asphalt Mill & Overlay (1.5 Inches)	SY	12.00	\$ 57.00	\$ 684.00		\$ -			\$ -	0.000	\$ -	0.00%
62	02754	7- inch High Early Strength Concrete Driveway, Including Excavation and Base	SF	4,926.00	\$ 11.25	\$ 55,417.50	2417.100	\$ 27,192.38			\$ -	2417.100	\$ 27,192.38	49.07%
63	02771	Remove & Replace existing curb and Gutter	LF	37.00	\$ 50.00	\$ 1,850.00		\$ -			\$ -	0.000	\$ -	0.00%
64	02771	Proposed Concrete 6" Curb	LF	120.00	\$ 30.00	\$ 3,600.00	6.500	\$ 195.00			\$ -	6.500	\$ 195.00	5.42%
65	02772	Adjust Existing Median Nose	EA	4.00	\$ 1,000.00	\$ 4,000.00		\$ -			\$ -	0.000	\$ -	0.00%
66	02775	Sidewalk- 4-1/2 inch thick	SF	5,227.00	\$ 6.00	\$ 31,362.00	1267.000	\$ 7,602.00	109.000		\$ 654.00	1376.000	\$ 8,256.00	26.32%
67	02775	Construct ADA Compliant Wheelchair Ramp, Inc. AD Truncated Domes (Complete in Place)	SF	3,934.00	\$ 12.50	\$ 49,175.00	174.000	\$ 2,175.00	252.000		\$ 3,150.00	426.000	\$ 5,325.00	10.83%
<b>TOTAL BASE UNIT PRICES FOR ROADWAY ITEMS:</b>						<b>\$ 165,148.50</b>		<b>\$ 42,371.06</b>			<b>\$ 3,804.00</b>		<b>\$ 46,175.06</b>	
<b>BASE BID MARKING ITEMS:</b>														
68	02765	Thermoplastic Traffic Paint Striping, solid white (12" wide)	LF	2,196.00	\$ 2.40	\$ 5,270.40		\$ -			\$ -	0.000	\$ -	0.00%
69	02765	Thermoplastic Traffic Paint Striping, solid white stop bar (24" wide)	LF	870.00	\$ 4.90	\$ 4,263.00		\$ -			\$ -	0.000	\$ -	0.00%
<b>TOTAL BASE UNIT PRICES FOR MARKING ITEMS:</b>						<b>\$ 9,533.40</b>		<b>\$ -</b>			<b>\$ -</b>		<b>\$ -</b>	
<b>BASE BID LANDSCAPING ITEMS:</b>														
70	01562 & 1110	Tree Protection Plan	LS	1.00	\$ 2,500.00	\$ 2,500.00	1.000	\$ 2,500.00			\$ -	1.000	\$ 2,500.00	100.00%
71	01562	Install Zero Curb Cutback	LF	10.00	\$ 85.00	\$ 850.00		\$ -			\$ -	0.000	\$ -	0.00%
<b>TOTAL BASE UNIT PRICES FOR LANDSCAPING ITEMS:</b>						<b>\$ 3,350.00</b>		<b>\$ 2,500.00</b>			<b>\$ -</b>		<b>\$ 2,500.00</b>	
<b>CASH ALLOWANCE ITEMS:</b>														
CASH.1	N/A	CenterPoint Street Lighting	LS	1.00	\$ 100,000.00	\$ 100,000.00	0.027	\$ 2,662.00			\$ -	0.027	\$ 2,662.00	2.66%
CASH.2	N/A	COH Work Permit	LS	1.00	\$ 3,000.00	\$ 3,000.00		\$ -			\$ -	0.000	\$ -	0.00%
CASH.3	N/A	Street Cut Permit	LS	1.00	\$ 3,000.00	\$ 3,000.00		\$ -			\$ -	0.000	\$ -	0.00%
CASH.4	N/A	Work Directive/ Extra Asphalt Repair	LS	1.00	\$ 135,000.00	\$ 135,000.00	0.133	\$ 17,890.61	0.042		\$ 5,625.57	0.174	\$ 23,516.18	17.42%
72*		Install Water Meter Box in Driveway	EA	5.00	\$ 615.21	\$ 3,076.05	1.000	\$ 615.21			0.000	1.000		
73*		Install Water Meter Box in Sidewalk	EA	15.00	\$ 416.65	\$ 6,249.75	14.000	\$ 5,833.10			0.000	14.000		
74*		Adjust Water Meter Box	EA	30.00	\$ 326.14	\$ 9,784.20	6.000	\$ 1,956.84			0.000	6.000		
75*		Clean Out Replacement	EA	20.00	\$ 192.17	\$ 3,843.40	4.000	\$ 768.68			0.000	4.000		
76*		Water Service Line Repair	EA	5.00	\$ 707.95	\$ 3,539.75	1.545	\$ 1,093.50			0.000	1.545		
77*		Irrigation Sytem Installation	EA	4.00	\$ 1,323.00	\$ 5,292.00	1.000	\$ 1,323.00			0.000	1.000		
78*		Irrigation System Repair	EA	4.00	\$ 206.08	\$ 824.32	1.000	\$ 206.08			0.000	1.000		
79*		Ground Wire & Rod Repair	EA	1.00	\$ 260.02	\$ 260.02	1.000	\$ 260.02			0.000	1.000		

ITEM NO.	SPEC NO.	ITEM DESCRIPTION	UNIT	UNIT QTY	UNIT BID PRICE	ESTIMATED CONTRACT VALUE	PREVIOUS QUANTITY	PREVIOUS AMOUNT	CURRENT QUANTITY	WORK DIRECTIVE*	CURRENT AMOUNT	TO DATE QUANTITY	TO DATE AMOUNT	PERCENT COMPLETE
80*		Irrigation Repair 1800 Commonwealth & 3600 Yoakum	EA	1.00	\$5,014.00	\$ 5,014.00	1.000	\$ 5,014.00		0.000		1.000		
81*		Irrigation Repair 2300 Commonwealth	EA	1.00	\$1,411.68	\$ 1,411.68	0.000	\$ -	1.000	1411.680		1.000		
82*		Backfilling & Grading Median Restortion	EA	1.00	\$2,348.88	\$ 2,348.88	0.000	\$ -	1.000	2348.880		1.000		
83*		Road Repair @ Welch and Commonwealth	EA	1.00	\$1,865.01	\$ 1,865.01	0.000	\$ -	1.000	1865.010		1.000		
84*		FLAT Bar Restoration	EA	1.00	\$ 820.18	\$ 820.18	1.000	\$ 820.18		0.000		1.000		
<b>CASH ALLOWANCE SUBTOTAL:</b>						<b>\$ 241,000.00</b>		<b>\$ 20,552.61</b>			<b>\$ 5,625.57</b>		<b>\$ 26,178.18</b>	
* New line itmes are included as part of the Work Directive														
<b>Material on Hand (See Attached Table)</b>														
00		Type A PC Curb MOH	EA	587.00	\$ 181.00	\$ 106,247.00	445.00	\$ 80,545.00			\$ -	445.0000	\$ 80,545.00	
00		Type B PC Curb MOH	EA	147.00	\$ 211.00	\$ 31,017.00	107.00	\$ 22,577.00			\$ -	107.0000	\$ 22,577.00	
00		Type C PC Curb MOH	EA	11.00	\$ 260.00	\$ 2,860.00	11.00	\$ 2,860.00			\$ -	11.0000	\$ 2,860.00	
<b>CHANGE ORDER ITEMS:</b>								<b>\$ 105,982.00</b>			<b>\$ -</b>		<b>\$ 105,982.00</b>	
<b>TOTAL CHANGE ORDER ITEMS:</b>						<b>\$ -</b>		<b>\$ -</b>			<b>\$ -</b>		<b>\$ -</b>	
<b>TOTAL BASE UNIT PRICES:</b>						<b>\$ 3,041,854.74</b>		<b>\$ 1,623,219.08</b>			<b>\$ 343,149.82</b>		<b>\$ 1,966,368.90</b>	
Stored Materials													\$ 105,982.00	
Less Stored Materials													\$ 1,860,386.90	
LESS 5% RETAINAGE													\$ 93,019.35	
Retainage Release of Stored Materials													\$ 5,299.10	
Sub total													\$ 1,873,349.56	
LESS PREVIOUS PAYMENTS													\$ 1,547,357.24	
<b>DUE THIS PAY APPLICATION</b>													<b>\$ 325,992.32</b>	
<b>Percent Complete</b>				64.64%										64.64%

## Reytec Project No. 2227

### Deviated Plan

Project Name: 2227: Waugh Drive, Commonwealth Street and  
Montrose Boulevard at Westheimer Intersection  
Improvements  
Contract Amount.: \$3,041,854.74  
Work Progress: 64.64%  
Pay Estimate Number: 8  
Pay Period: 11/1/2021 to 11/30/2021

#### Overall Goal:

Contracted:	18.00%	\$	547,533.85
Current:	18.23%	\$	554,563.66
	<b>-0.23%</b>	<b>\$</b>	<b>(7,029.81)</b>

#### MWSBE Goal:

##### SBE/MBE Goal:

Contracted:	11.00%	\$	334,604.02
Current:	8.35%	\$	253,862.00
Remaining	<b>2.65%</b>	<b>\$</b>	<b>80,742.02</b>

##### WBE Goal:

Contracted:	7.00%	\$	212,929.83
Current:	9.89%	\$	300,701.66
Remaining	<b>-2.89%</b>	<b>\$</b>	<b>(87,771.83)</b>

#### Individual Goal:

##### Texas Concrete (MBE)

Contracted:	8.00%	\$	243,348.38
Current:	7.40%	\$	225,018.00
Remaining	<b>0.60%</b>	<b>\$</b>	<b>18,330.38</b>

##### Moran Construction (WBE)

Contracted:	7.00%	\$	212,929.83
Current:	10.17%	\$	309,327.66
Remaining	<b>-3.17%</b>	<b>\$</b>	<b>(96,397.83)</b>

##### Reliable (MBE)

Contracted:	2.00%	\$	60,837.09
Current:	2.24%	\$	68,253.00
Remaining	<b>-0.24%</b>	<b>\$</b>	<b>(7,415.91)</b>

##### Concrete Paving Supply (SBE)

Contracted:	1.00%	\$	30,418.55
Current:	0.83%	\$	25,287.96
Remaining	<b>0.17%</b>	<b>\$</b>	<b>5,130.59</b>



**THE GOODMAN  
CORPORATION**

**HOUSTON:** 3200 Travis Street  
Suite 200  
Houston, TX 77006

**AUSTIN:** 911 W. Anderson Lane  
Suite 200  
Austin, TX 78757

**PROJECT  
SCOPE**

**PHONE:** (713) 951-7951

**THEGOODMANCORP.COM**

## **MONTROSE REDEVELOPMENT AUTHORITY METRO 5310 PROGRAM COMPLIANCE & REPORTING**

### **Background**

**November 2021** - The Goodman Corp. (TGC) has assisted the Montrose Redevelopment Authority (MRA) in the pursuit of \$242,406 in Federal Transit Administration (FTA) Section 5310 (Seniors and Individuals with Disabilities) funding. These resources will be used for construction phase activities associated with the construction of sidewalks and Americans with Disabilities Act (ADA) accommodations along West Gray Street from Shepherd Drive to Dunlavy Street. The expenditure of these funds will require compliance with FTA requirements during the design, bid, and construction phases of work. Additionally, this work will require milestone progress report updates to Houston METRO. This scope of services will enable TGC to support the MRA in these areas:

### **Task 1 – Civil Rights and Disadvantaged Business Enterprise Programs**

The FTA requires that recipients and sub-recipients adopt a Title VI Program which identifies the policies and procedures related to the prohibition of discrimination based on race, color, and national origin. Also required is the adoption of a Disadvantaged Business Enterprise (DBE) Program and the adoption of a DBE goal based on the amount of FTA funding anticipated to be expended within a triennial period. TGC will create these documents for the MRA and submit them to FTA for approval. This process is inclusive of document preparation, DBE goal setting, the identification of Limited English-Speaking Populations, Language Assistance Plan, and necessary public outreach to facilitate compliant documentation. Note that these documents can be used and updated in the future if the MRA wishes to pursue FTA grantee status (would be pertinent to future W. Alabama funding awarded).

### **Task 2 – Design and Bid Phase Assistance**

TGC will provide assistance to the MRA through design and bid phase to maintain FTA/METRO compliance:

- TGC will coordinate with the engineer of record and provide a summary of information related to FTA compliance items (Buy America, Sole Source, etc.).
- TGC will review the plan set and project manual and provide comments and documentation to facilitate compliance with FTA requirements. This includes the provision and addition of federal contract clauses and certifications, a DBE goal, and other required information.
- TGC will coordinate with the engineer of record on the procurement process and provide detailed instructions on the advertisement and bidding process to meet federal requirements. TGC will prepare and maintain a procurement history per FTA requirements.
- TGC will assist in review of bids and will provide a concurrence in award recommendation from the standpoint of FTA compliance. TGC will transmit the files to Houston METRO for their review and approval prior to contract execution.

- TGC will assist in a pre-bid meeting and pre-construction meeting to discuss compliance related items.
- TGC will provide METRO with the requires milestone progress reports and federal financial reports through this phase of the project.

**Task 3 – Construction Phase Assistance (Assumed Three Month Duration)**

TGC will provide assistance to the MRA through the construction phase of the project to maintain FTA/METRO compliance. This task assumes a construction duration of up to three (3) months. If additional federal funds are made available and/or the project is extended in duration, TGC may request additional resources in the future.

- TGC will provide construction phase compliance services to include the review and approval of all certified payrolls and pay applications, the tracking of projects costs and progress related to federal eligibility, the review of independent cost estimates (completed by the construction manager or engineer of record) for change orders, and the coordination of change order approval processes with the MRA.
- TGC will complete field interviews monthly to verify wage rates.
- TGC will review submittals for compliance with Buy America status.
- TGC will organize and finalize contract close out documentation and prepare/transmit files for record-keeping.
- TGC will aid MRA with the disbursement of federal funds through METRO.
- TGC will provide METRO with the requires milestone progress reports and federal financial reports through this phase of the project.

**PROJECT BUDGET**

Progress payments will be made based on the percentage of completion of each task. Monthly invoices, including progress reports, will be provided commensurate with the percentage of the project completed each month. The costs within this scope are inclusive of all direct and indirect costs (travel, overhead, printing, etc.)

BUDGET SUMMARY		
TASK	DESCRIPTION	COST
1	Civil Rights and Disadvantaged Business Enterprise Programs	\$20,000
2	Design and Bid Phase Assistance	\$12,500
3	Construction Phase Assistance	\$6,000
	<b>Total</b>	<b>\$38,500</b>

Accepted for Montrose Redevelopment Authority

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Signature \_\_\_\_\_ Date \_\_\_\_\_

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Print \_\_\_\_\_

Accepted for City of Houston

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Signature \_\_\_\_\_ Date \_\_\_\_\_

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Print \_\_\_\_\_

Accepted for The Goodman Corporation

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Signature \_\_\_\_\_ Date \_\_\_\_\_

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Print \_\_\_\_\_

# **McCALL GIBSON SWEDLUND BARFOOT PLLC**

*Certified Public Accountants*

13100 Wortham Center Drive  
Suite 235  
Houston, Texas 77065-5610  
(713) 462-0341  
Fax (713) 462-2708

PO Box 29584  
Austin, TX 78755-5126  
(512) 610-2209  
[www.mgsbpllc.com](http://www.mgsbpllc.com)  
E-Mail: [mgsb@mgsbpllc.com](mailto:mgsb@mgsbpllc.com)

December 13, 2021

Board of Directors  
Montrose Redevelopment Authority  
City of Houston, Texas

We are pleased to confirm our understanding of the terms of our engagement and the nature and limitations of the services we are to provide for Montrose Redevelopment Authority (the "Authority").

We will apply the agreed-upon procedures enumerated below that were specified and agreed to by the Board of Directors of the Authority, on the invoices and schedules submitted by Montrose Collective Owner, LP (the "Developer") which are included for payment in accordance with the terms of the Development Agreement. These procedures will be performed solely to assist you in evaluating the reasonableness of those costs as required by the Development Agreement and the report is not to be used for any other purpose. Our engagement to apply agreed-upon procedures will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we obtain your written agreement to the procedures to be applied and your acknowledgement that those procedures are appropriate for the intended purpose of the engagement, as described in this letter. The agreement and acknowledgment are contained with this letter. A refusal to provide such agreement and acknowledgment will result in our withdrawal from the engagement. We make no representation that the procedures we will perform are appropriate for the intended purpose of the engagement or for any other purpose. The procedures we will perform are as summarized below:

- A. We will review certain schedules and supporting invoices submitted by the Developer in substantiation of the costs to be reimbursed. Our review will include all documentation for supporting items, amounts, and proof of payment for which reimbursement is requested. In addition, we will review all agreements provided to us relative to the reimbursement request.

- B. We will verify the mathematical accuracy of invoices submitted on a test basis.
- C. We will review the computation of certain costs, looking for any amounts required to be paid 100% by the Developer, in accordance with the Development Agreement. Any costs required to be paid by the Developer will be deducted.
- D. We will prepare a schedule that computes interest in accordance with the terms of the Development Agreement.
- E. We will prepare a reimbursement report for the benefit of the Authority, including the accountant's report and schedule of amounts reimbursable to the Developer, and will compare the amounts in the Zone Improvements with the actual reimbursable costs and estimated costs to complete the projects.
- F. We will be available to attend a meeting to present the report, and to answer questions relating to the report.

The objective of this agreed-upon procedures engagement will be to assist you in evaluating the reasonableness of the aforementioned costs. Because the above agreed-upon procedures do not constitute an examination or review, we will not express an opinion or conclusion on the aforementioned reimbursable costs. In addition, we have no obligation to perform any procedures beyond those listed above.

We will issue a written report upon completion of our engagement that lists the procedures performed and our findings. Our report will be addressed to the Board of Directors of the Authority. If, for any reason, we are unable to complete any of the procedures, we will describe in our report any restrictions on the performance any restrictions on the performance of the procedures, or not issue a report and withdraw from this engagement. You understand that the report is intended for the information and use of the Board of Directors of the Authority and should not be used by anyone other than these specified parties. We are aware that the report is subject to distribution under provisions of the Texas Open Records Act. Our report will contain a paragraph indicating that had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

An agreed-upon procedures engagement is not designed to detect instances of fraud or noncompliance with laws or regulations; however, we will communicate to you any known and suspected fraud and noncompliance with laws or regulations affecting the aforementioned reimbursable costs from the Authority that come to our attention. In addition, if, in connection with this engagement, matters come to our attention that contradict the aforementioned reimbursable costs, we will disclose those matters in our report.



As the engaging party, the Board of Directors agrees to the procedures performed and acknowledges that they are appropriate to meet the intended purposes of this engagement as acknowledged by signature below.

You are responsible for providing us with or causing to be provided (1) access to all information of which you are aware that is relevant to the performance of the agreed-upon procedures on the reimbursable costs, (2) additional information that we may request for the purpose of performing the agreed-upon procedures, and (3) unrestricted access to persons and Authority consultants from whom we determine it necessary to obtain evidence relating to performing those procedures.

At the conclusion of our engagement, we will require certain written representations in the form of a representation letter from you.

Joseph Ellis is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

A portion of the cost of these procedures will be determined by the condition of the records submitted by the respective developer or developers to be reimbursed. A final billing will be issued when the final report is released. We estimate the cost of performing these procedures on your behalf to be \$6,000 to \$8,000.

Anti-Boycott and Anti-Terrorism Verification. By signing and entering into the Agreement, McCall Gibson Swedlund Barfoot PLLC (“MGSB”) verifies, pursuant to Chapter 2271 of the Government Code, it does not boycott Israel and will not boycott Israel during the term of the Agreement. MGSB hereby represents and warrants that at the time of this Agreement neither MGSB nor any wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of MGSB (i) engages in business with Iran, Sudan, or any foreign terrorist organization pursuant to the Texas Government Code, or Subchapter F of Chapter 2252 of the Texas Government Code; or (ii) is a company listed by the Texas Comptroller pursuant to Sections 2252.153 of the Texas Government Code. The term “foreign terrorist organization” has the meaning assigned to such term pursuant to Section 2252.151 of the Texas Government Code.

As required by 2274.002, Texas Government Code (as added by Senate Bill 13, 87th Texas Legislature, Regular Session), as amended, MGSB hereby verifies that the MGSB, including any wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of the same, does not boycott energy companies, and will not boycott energy companies during the term of this Agreement. As used in the foregoing verification, “boycott energy companies” shall have the meaning assigned to the term “boycott energy company” in Section 809.001, Texas Government Code, as amended.

As required by Section 2274.002, Texas Government Code (as added by Senate Bill 19, 87<sup>th</sup> Texas Legislature, Regular Session, "SB 19"), as amended, the MGSB hereby verifies that MGSB, including any wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of the same, (i) does not have a practice, policy, guidance or directive that discriminates against a firearm entity or firearm trade association, and (ii) will not discriminate against a firearm entity or firearm trade association during the term of this Agreement. As used in the foregoing verification, "discriminate against a firearm entity or trade association" shall have the meaning assigned to such term in Section 2274.001(3), Texas Government Code (as added by SB 19), as amended.

You agree that any dispute regarding this engagement will, prior to resorting to litigation, be submitted to mediation upon written request by either party. Both parties agree to try in good faith to settle the dispute in mediation. The American Arbitration Association will administer any such mediation in accordance with its Commercial Mediation Rules. The results of the mediation proceeding shall be binding only if each of us agrees to be bound. We will share any costs of mediation proceedings equally.

We appreciate the confidence you have placed in this firm by retaining us as your independent accountants in this matter. If you agree with the above understanding of the engagement, please sign the duplicate copy of this letter and return it at your earliest convenience. Thank you.

Sincerely,



McCall Gibson Swedlund Barfoot PLLC

ACKNOWLEDGEMENT:

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Signature	Title	Date
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AUP Engagement Letter 2021





Montrose TIRZ No. 27  
3200 Southwest FWY  
Suite 2600  
Houston, TX 77027

T:832.985.1936  
B:713.463.8200

December 21, 2021

Meka Sintim  
Houston METRO  
1900 Main Street  
Houston, TX 77002

**RE: “No Objection”** to the construction of BSID 11407 along Richmond Ave and East of Yupon St.

Dear Mr. Sintim,

The Montrose Redevelopment Authority, on behalf of City of Houston TIRZ No. 27, offers No Objection to the construction of the BSID 11407 stop along Richmond Ave and East of Yupon St, Coordinates: 29°44'4.35"N, 95°23'45.24"W. The Board has reviewed the information received from Darshan Padmanabha and offers no further comments or concerns to the plans.

If you have any questions or need any additional information, please contact the TIRZ Administrator, Walter Morris, at the above address or by telephone at 832-985-1936 or by email at [info@montrosehtx.org](mailto:info@montrosehtx.org) or [wmorris@knudsonlp.com](mailto:wmorris@knudsonlp.com).

Sincerely,

Joe Webb  
Chair  
Montrose Redevelopment Authority

Tax Increment Reinvestment Zone (TIRZ) #27 – Montrose

**Committee Report Form**

**Committee Name:** Housing Committee Meeting      **Date of Meeting:** 11/11/2021

**Chairperson:**    Lisa Hunt

**Attendees:**

Lisa Hunt	Jovon Tyler
Ray Miller	Alia Vinson
Patti Joiner	Walter Morris

**Meeting Report**

**Agenda**

1. Update from Alia on discussion with Andy Icken.
2. Committee working session on proposed Housing policy:
  - a. Discuss stakeholders to participate in Housing Focus Group:
    - i. non-profit developers
    - ii. For Profit developers
    - iii. Community Partners
    - iv. Montrose Local Leaders
  - b. Brainstorm elements of a draft Housing Policy for consideration at December TIRZ Board Meeting
  - c. Discuss the timing of Community Meeting for in January to gain public feedback on the draft Housing Committee Policies
3. Discussion regarding Covenant House request
4. Update from January Advisors if needed

**Notes**

- Lisa welcomed Jovon to the Committee and described the recent activity of the Housing Committee
- Sanjay described ABHR’s meeting with Andy Icken
- The Committee discussed the Skanska project regarding affordable housing
- The Committee discussed thoughts on the conversation between Andy Icken and ABHR
- Patti discussed the drainage options on the Skanska project
- Patti discussed what the Housing Committee’s guiding principals should look like
  - What are the most important aspects for workforce housing that we want to protect?
  - Preservation of existing units
  - Encourage partners
  - Transferrable agreements
  - Think of a range of range of acceptable AMIs
  - Micro units
  - Household size
- Committee is aiming to schedule a focus group before the December Board Meeting
  - Midrise Developers
  - What is a reasonable development and AMI
  - Non-profit developers
  - Focus on new construction during this focus group

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

- Walter to schedule a meeting for a week from today
- Put Covenant House on the next agenda

# **Montrose Redevelopment Authority / TIRZ No. 27**

## **Cash Management Report**

November 30, 2021

ETI BOOKKEEPING SERVICES

17111 ROLLING CREEK DRIVE SUITE 108

HOUSTON TX 77000

TELEPHONE 281 444 3384 FAX 281 440 8304

Fiscal Year End: June 30, 2022

Last Meeting: 10/18/2021

### **Summary**

<u>Current Activity</u>	<u>General Operating Fund</u>	<u>Harris County Project Fund</u>	<u>Debt Service Fund</u>	<u>Total</u>
Beginning Balance	9,333,206.38	749,824.75	0.00	10,083,031.13
Revenue	205,313.41	37.26	0.00	205,350.67
Expenditures	609,911.27	204,728.52	0.00	814,639.79
Ending Balance	8,928,608.52	545,133.49	0.00	9,473,742.01

### **NOTES:**

November 30, 2021

## General Operating Fund

**BEGINNING BALANCE:** **9,333,206.38**

**REVENUE:**

Due from Projects Fund	204,728.52	
Allegiance Bank Interest	33.13	
TexPool Interest	551.76	
Voided Check (s)	0.00	
<b>Total Revenue:</b>		<b>205,313.41</b>

**DISBURSEMENTS:**

Checks Presented At Last Meeting	347,485.43	
Checks Written at/after Last Meeting	262,425.84	

Num	Name	Amount
2016	Allen, Boone, Humphries, Robinson LLP	-15,779.57
2017	Equi-Tax Inc.	-626.70
2018	ETI Bookkeeping Services	-1,550.00
2019	Gauge Engineering, LLC	-72,537.22
2020	Knudson, LP	-6,020.65
2021	McCall Gibson Swedlund Barfoot PLLC	-2,000.00
2022	Reytec Construction Resources, Inc	-159,411.70
2023	The Goodman Corporation	-4,500.00
<b>Total</b>		<b>-262,425.84</b>

Bank Charges	0.00	
<b>Total Expenditures</b>		<b>609,911.27</b>

**Ending Balance:** **8,928,608.52**

**Location of Assets:**

Institution	Investment Number	Interest Rate	Amount
Allegiance Bank	*5200	0.1000	47,884.42
BBVA Compass	*8451	0.0000	7,011.40
TexPool	*0001	0.0381	8,873,712.70
<b>Total</b>			<b>8,928,608.52</b>



**TIRZ 27 - Montrose RDA**  
**Checks Presented**  
**December 13, 2021**

<b>Num</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
2024	Allen, Boone, Humphries, Robinson LLP	Legal Fees	-8,758.84
2025	Equi-Tax Inc.	Tax Roll Management	-626.70
2026	ETI Bookkeeping Services	Bookkeeping Fee	-1,653.50
2027	Gauge Engineering, LLC	Engineering Fee	-127,642.38
2028	Knudson, LP	Professional Consultant	-6,341.05
2029	Reytec Construction Resources, Inc	Intersection Improvements	-325,992.32
2030	The Goodman Corporation	Planning Consultant	-325.00
<b>Total</b>			<b>-471,339.79</b>

**Projects Fund  
Harris County Waugh & Commonwealth Project**

<b>BEGINNING BALANCE</b>		<b>749,824.75</b>
<b>REVENUE</b>		
Due from GOF	0.00	
TexPool Interest	37.26	
Voided Check(s)	0.00	
<b>Total Revenue</b>		<b>37.26</b>
<b>EXPENDITURES</b>		
Checks Presented at Last Meeting	0.00	
Checks Written at/after Last Meeting	0.00	
Due to GOF	204,728.52	
<b>Total Expenditures</b>		<b>204,728.52</b>
<b>ENDING BALANCE</b>		<b>545,133.49</b>

**Location of Assets:**

Institution	Investment Number	Interest Rate	Current Balance
TexPool HC Projects	*0002	0.0381	545,133.49
<b>Total</b>			<b>545,133.49</b>

**Montrose Redevelopment Authority / TIRZ 27  
Investment Report  
November 30, 2021**

**SCHEDULE OF INVESTMENTS**

Demand Accounts

Fund	Location Of Assets	Interest Rate	Purchase Date	Beginning Balance	Interest Earned	Deposits or (Withdrawals)	Ending Balance
GOF	BBVA Compass	0.00	1/13/2020	7,011.40	0.00	0.00	7,011.40
GOF	Alliance Bank	0.10	8/1/2021	10,302.18	33.13	37,549.11	47,884.42

Investment Pools

Fund	Location Of Assets	Interest Rate	Market	Beginning Balance		Interest Earned	Deposits or (Withdrawals)	Ending Balance	
				N.A.V.	Book			Market	N.A.V.
GOF	TexPool	0.0381	9,094,728.18	1,00011	9,093,727.87	551.76	(220,566.93)	8,873,890.17	1.00002
CPF	TexPool	0.0381	624,890.41	1,00011	624,821.68	37.26	(79,725.45)	545,144.39	1.00002

Collateral Pledged in Addition to FDIC

Depository Institution	Total Funds On Deposit	Custodial Institution	Securities Pledged	Collateral Description	Par Value	Market Value
BBVA Compass	7,011.40	FHLB-A	500,000	CH 155988	500,000	500,000
Alliance Bank	47,884.42	FHLB-Dallas	6,000,000	LOC	6,000,000	6,000,000

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**  
**November 2021**

	November			Year to Date (5 Months)			Annual
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
<b>Income</b>							
6-4320 · Increment Collections	0	0	0	4,262,665	4,844,000	-581,334	4,844,000
6-4330 · Interest	305	4,167	-3,862	1,325	20,831	-19,506	50,000
6-4336 · Grants	0	100,000	-100,000	0	500,000	-500,000	1,200,000
6-4342 · Capital Projects - Restricted	0	947,549	-947,549	0	4,737,747	-4,737,747	11,370,590
<b>Total Income</b>	<b>305</b>	<b>1,051,716</b>	<b>-1,051,411</b>	<b>4,263,991</b>	<b>10,102,578</b>	<b>-5,836,587</b>	<b>17,464,590</b>
<b>Expense</b>							
6-6300 · Salaries and Benefits	6,341	6,000	341	30,481	30,000	481	72,000
6-6320 · Legal Fees	8,759	10,000	-1,241	42,062	50,000	-7,938	120,000
6-6321 · Auditing Fees	0	0	0	10,000	13,000	-3,000	13,000
6-6322 · Engineering Fees	127,642	4,167	123,475	460,446	20,831	439,615	50,000
6-6323 · Planning Consultants	325	4,167	-3,842	8,075	20,831	-12,756	50,000
6-6324 · Affordable Housing Consultant	0	5,833	-5,833	0	29,169	-29,169	70,000
6-6333 · Accounting	1,560	1,583	-33	8,126	7,919	207	19,000
6-6334 · Tax Roll Management	627	667	-40	3,134	3,331	-197	8,000
6-6353 · Insurance / Bonds	0	5,000	-5,000	0	5,000	-5,000	5,000
6-6420 · City of Houston Admin Fee	0	0	0	0	242,200	-242,200	242,200
6-6430 · COH Municipal Services	0	0	0	409,679	196,546	213,133	196,546
6-6450 · Public Engagement Expenses	0	1,250	-1,250	4,788	6,250	-1,462	15,000
6-6460 · Board Development	0	417	-417	0	2,081	-2,081	5,000
6-7000 · Capital Expenditure							
6-7202 · Waugh/Commonwealth	325,992	49,276	276,716	1,280,468	246,378	1,034,090	591,310
6-7203 · Localized Micro-Improvement	0	15,017	-15,017	0	75,085	-75,085	180,209
6-7206 · Workforce/Affordable Housing	0	41,667	-41,667	0	208,331	-208,331	500,000
6-7209 · Montrose Drainage	0	26,153	-26,153	0	130,769	-130,769	313,840
6-7210 · Walk/Bike Montrose	0	2,417	-2,417	0	12,081	-12,081	29,000
6-7211 · METRO/ Montrose Blvd	0	97,292	-97,292	0	486,456	-486,456	1,167,500
6-7212 · Hawthorne Safe Street	0	102,917	-102,917	0	514,581	-514,581	1,235,000
6-7213 · Woodhead Safe Street	0	99,583	-99,583	0	497,919	-497,919	1,195,000
6-7214 · Dallas Bikeway	0	12,500	-12,500	0	62,500	-62,500	150,000
6-7215 · SPARK Park	0	12,500	-12,500	0	62,500	-62,500	150,000
6-7216 · BCycle	0	11,250	-11,250	0	56,250	-56,250	135,000
6-7217 · Sidewalk Program/ Safe	0	91,667	-91,667	0	458,331	-458,331	1,100,000
<b>Total 6-7000 · Capital Expenditure</b>	<b>325,992</b>	<b>562,239</b>	<b>-236,247</b>	<b>1,280,468</b>	<b>2,811,181</b>	<b>-1,530,713</b>	<b>6,746,859</b>
6-7395 · Miscellaneous Expense	0	0	0	21	0	21	0
<b>Total Expense</b>	<b>471,236</b>	<b>601,323</b>	<b>-130,087</b>	<b>2,257,280</b>	<b>3,438,339</b>	<b>-1,181,059</b>	<b>7,612,605</b>
<b>Net Income</b>	<b>-470,931</b>	<b>450,393</b>	<b>-921,324</b>	<b>2,006,711</b>	<b>6,664,239</b>	<b>-4,657,528</b>	<b>9,851,985</b>