


**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, February 20, 2023, at 6:30 p.m., at St. Stephens Episcopal Church, 1827 W. Alabama Street, Havens Center, Houston, Texas\***, with supplementary access via **Zoom videoconference; REGISTRATION FOR THE VIDEOCONFERENCE IS REQUIRED and can be done at [tinyurl.com/272ysh7f](https://tinyurl.com/272ysh7f)** 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:
    - i. update on Hawthorne Street and Woodhead Street Neighborhood Safe Street;
    - ii. update on Montrose Boulevard improvements and public meeting questions and responses;
    - iii. update on sidewalk improvements along West Gray between Woodhead Street to Montrose Boulevard; and
    - iv. update on Dallas and Mandell Street.
5. Public Engagement matters, including:
  - a. Public Engagement Committee Report; and
  - b. review responses to communications specialist RFQ and take appropriate action.
6. Affordable Housing, including Affordable Housing Committee report and take appropriate action regarding Development Agreement Policy.

7. Financial matters, including report from bookkeeper, review financial information, application for Positive Pay, and authorize payment of invoices.
8. Report from Masterson Advisors, including discuss financial capacity of Zone and the Authority, and authorize action as appropriate.
9. Report from Zone administrator.
10. Report from Attorney.
11. Announcements regarding workshops, seminars, and presentations relating to Zone and Authority matters.
12. Discuss meeting schedule and proposed agenda items for upcoming Board meeting(s).
13. Receive public comment.  
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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 [tinyurl.com/272ysh7f](https://tinyurl.com/272ysh7f) 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.**

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

**Committee Name:** Projects and Planning Committee    **Date of Meeting:** 2/6/2023

**Chairperson:**    Joe Webb

**Attendees:**

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

**Meeting Report**

**Agenda**

- Gauge Status Report
- Update from The Goodman Corporation
  - Discussion over the Montrose Sage Routes to School Connection TA grant application
- Discussion on the Montrose Management District

**Notes**

- The Goodman Corporation gave an update on possible funding
- The Committee discussed a follow up meeting for the Montrose Blvd Public Meeting
- Muhammad presented the Gauge project update
- Muhammad discussed the feedback from the Montrose Blvd Public meeting

**MONTROSE BOULEVARD IMPROVEMENTS**

- 30% plans - ongoing
- Ismaili Center Coordination - ongoing
- January 23rd Public meeting
  - Received all comments.
  - Tabulated/responded to all comments.

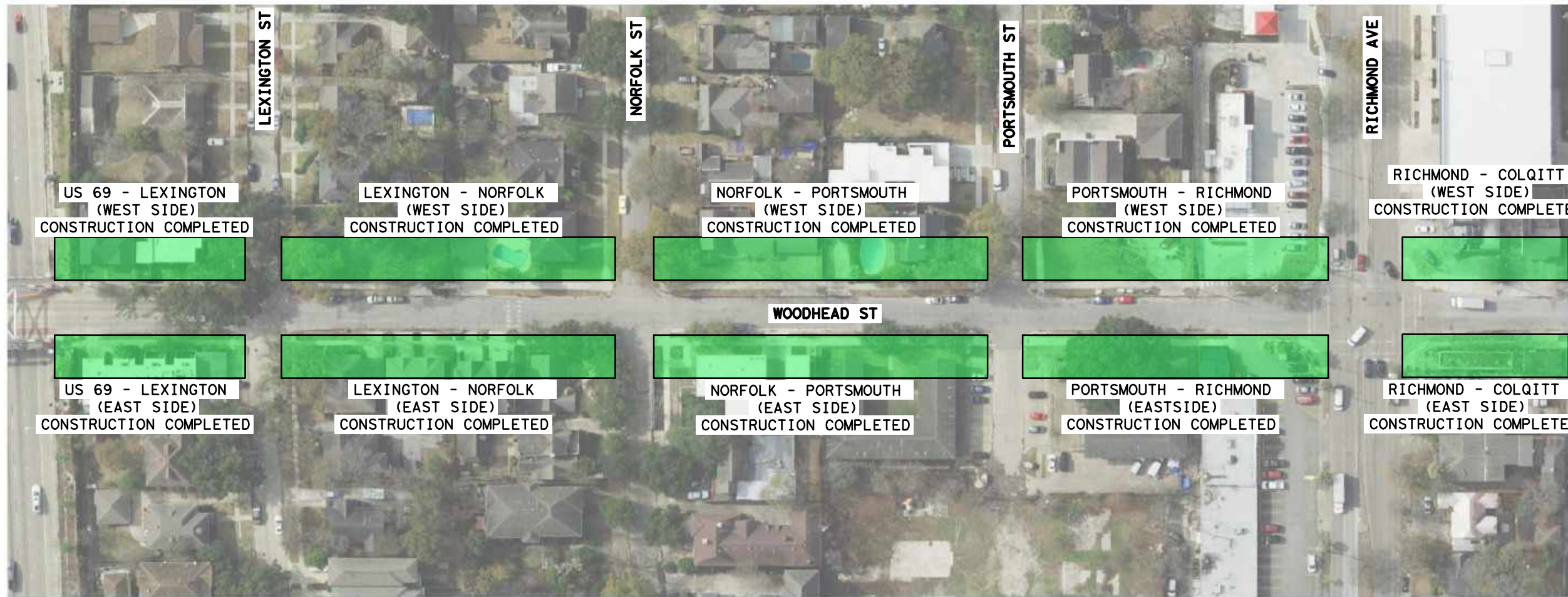
**WEST GRAY**

- Project is in bid phase.
- Project has been advertised in the Houston Business Journal.

**DALLAS AND MANDELL IMPROVEMENTS**

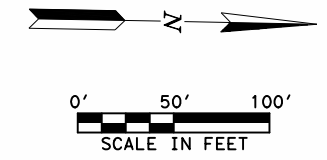
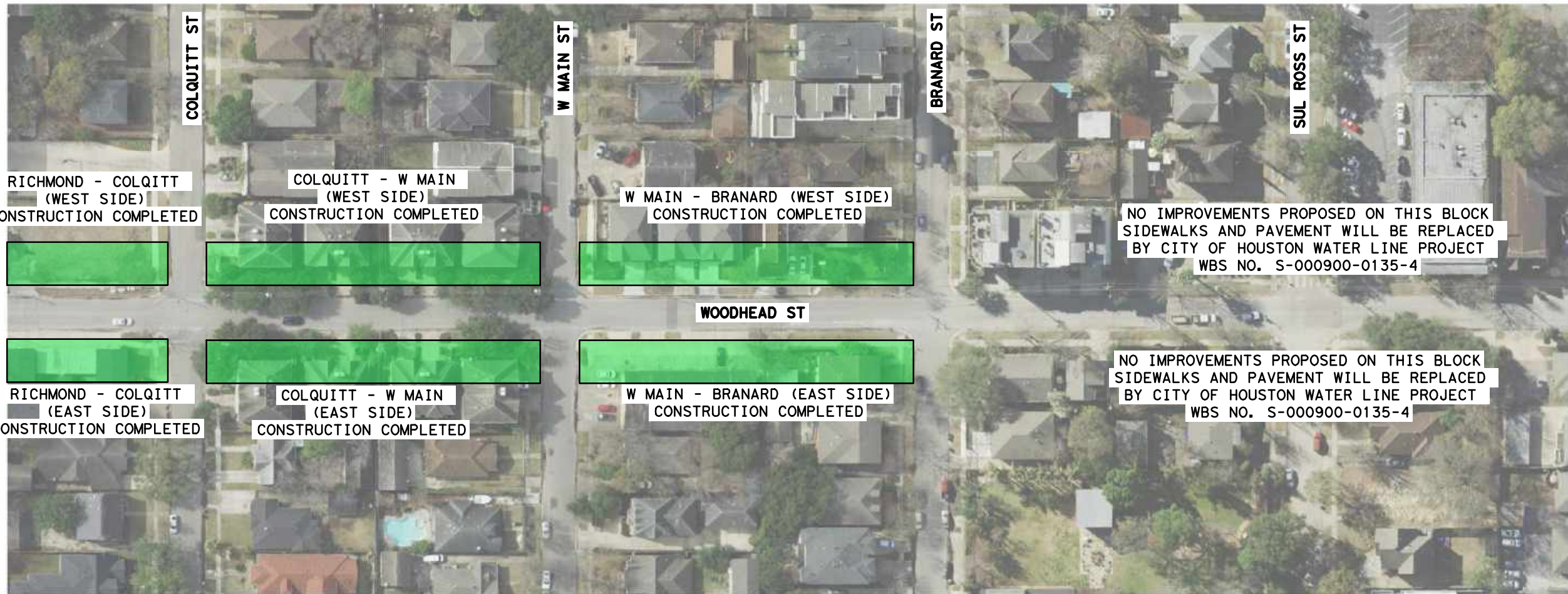
- 90% plans submitted to Public Works
- Received comments from Public Works and Harris County Precinct 1
  - Currently addressing comments
- Potential delays to construction due to City's water line replacement project along Mandell St





**LEGEND**

- SIDEWALK INSTALLATION COMPLETED
- SIDEWALK INSTALLATION IN PROGRESS
- SIDEWALK FUTURE PLAN
- MILL & OVERLAY COMPLETED



**Gauge**  
 ENGINEERING  
 11750 KATY FREEWAY, Suite 400  
 Houston, TX 77079  
 www.GaugeEngineering.com  
 Texas PE Firm Reg. #F-20017

SURVEYED BY:

**CITY OF HOUSTON**  
 HOUSTON PUBLIC WORKS

**HAWTHORNE ST. & WOODHEAD ST.**  
 NEIGHBORHOOD SAFE STREET  
 IMPROVEMENTS

WOODHEAD STREET  
 CONSTRUCTION SCHEDULE

SHEET 1 OF 4

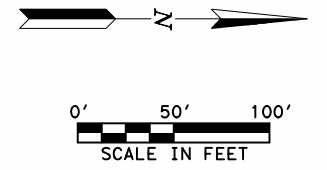
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N-T27000-002-7	
DRAWING SCALE	
AS NOTED	
CITY OF HOUSTON PM	
SHAPOOR GOLSHAN	
SHEET NO.	OF 247





**LEGEND**

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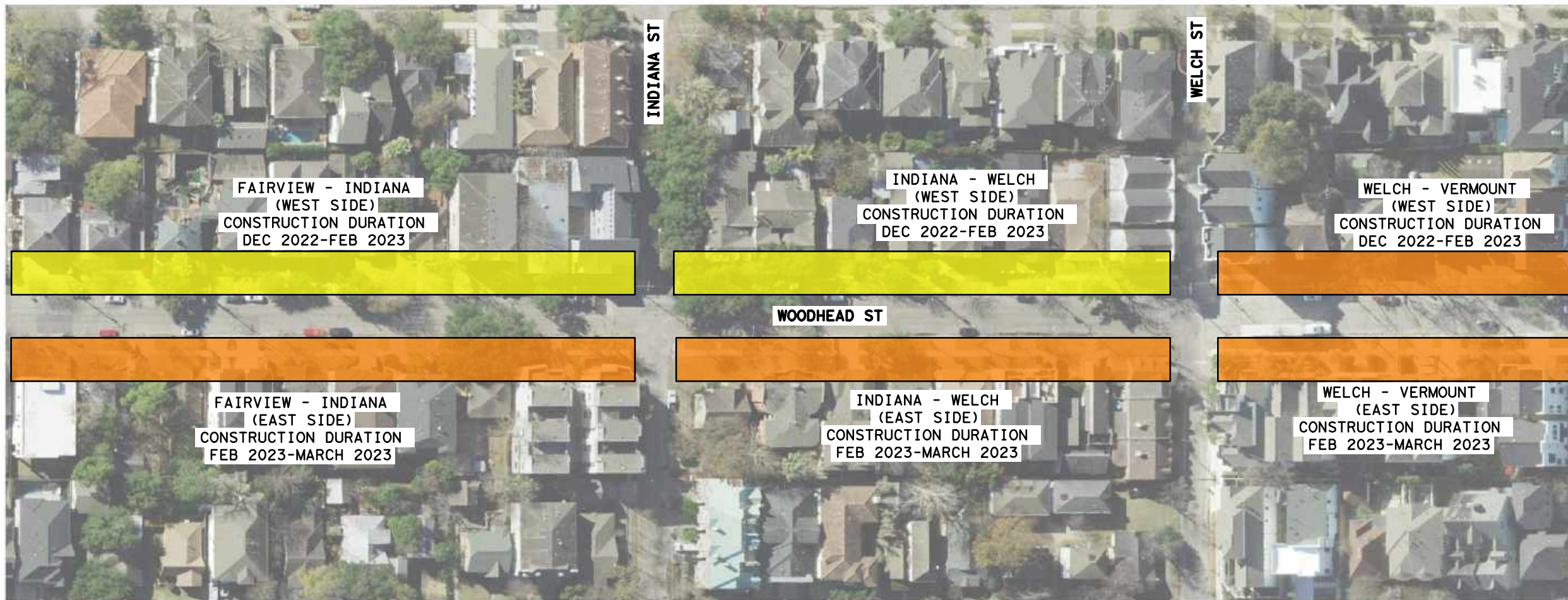
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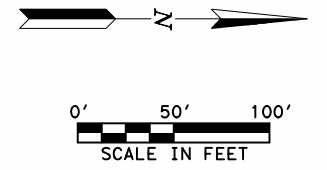
SHEET 2 OF 4

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- LEGEND**
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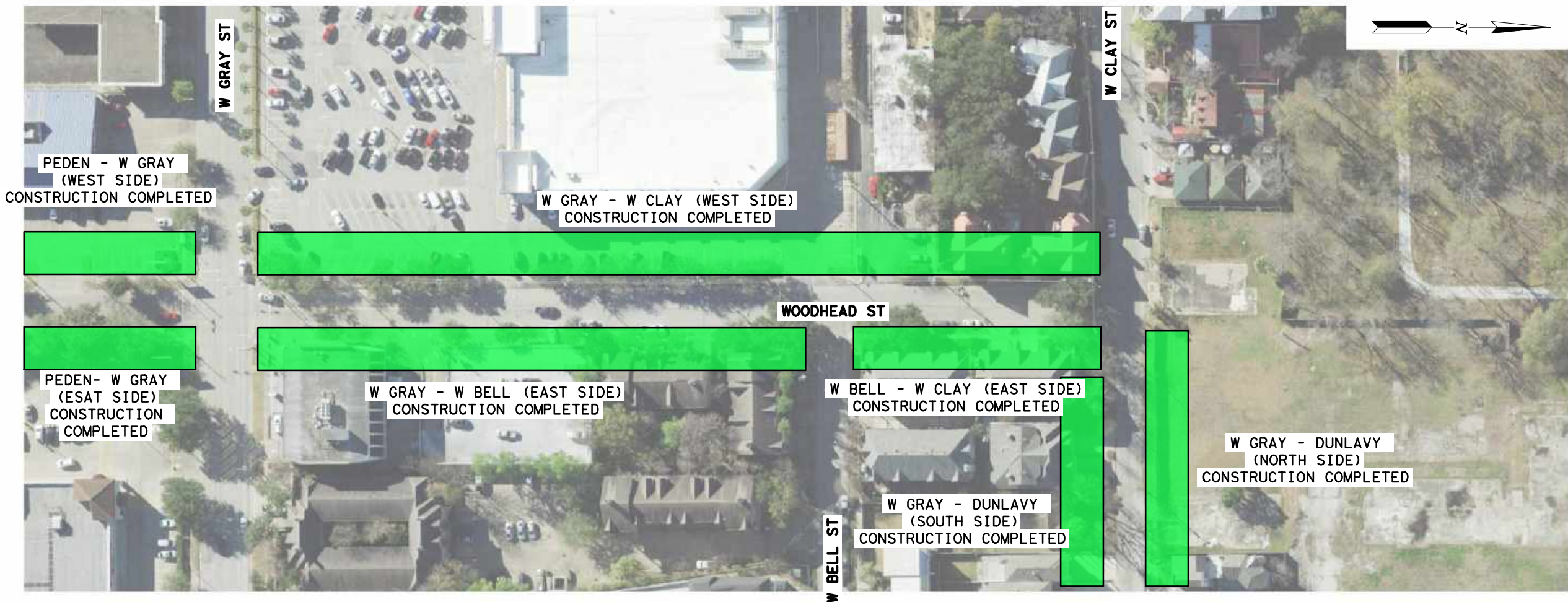
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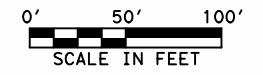
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**LEGEND**

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- SIDEWALK FUTURE PLAN
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SHEET 4 OF 4	
WBS NUMBER	FOR CITY OF HOUSTON USE ONLY
N-T27000-002-7	
DRAWING SCALE	
AS NOTED	
CITY OF HOUSTON PM	
SHAPOOR GOLSHAN	
SHEET NO. OF 247	



# PROGRESS REPORT—FEBRUARY 2023

## HAWTHORNE ST. & WOODHEAD ST. NEIGHBORHOOD SAFE STREETS IMPROVEMENTS

WBS No. N-T27000-0002-7



### PROJECT LOCATION

The project is located in west central Houston, Texas, just north of the US 59 highway. The project limits include:

- Woodhead Street: from West Clay Street to IH-69
- West Clay Street: from Dunlavy Street to Woodhead Street.
- Hawthorne Street: from Woodhead Street to Spur 527.

### FUNDING PARTNERS

- *Montrose Redevelopment Authority/TIRZ 27*
  - 50% of Construction Cost
  - Design and Construction Oversight Cost
- *Harris County Precinct 1– Commissioner Rodney Ellis*
  - 50% of Construction Cost



### PROJECT BACKGROUND

This project was recommended in the Walk+Bike Montrose plan, which identified these corridors to be developed into Neighborhood Safe Streets. A Neighborhood Safe Street is a corridor designed so that roadway users of all ages and abilities, no matter their mode of travel, will feel safe and comfortable traveling along that corridor



### PROJECT OBJECTIVES

Convert Woodhead St. and Hawthorne St. corridors into Neighborhood Safe Streets and making the corridors more walkable and safer for all, recognizing the daily walk trips by parents and kids to Lanier Middle School.

### PROJECT DESCRIPTION

- **Improve Bicycle Safety & Mobility:**  
Mill & overlay existing deteriorated asphalt roadway, re-stripe the roadway, replace speed humps with speed cushions, and install curb extensions at intersections to develop a safe, low-stress shared roadway experience for both motorists and bicyclists.
- **Improve Pedestrian Facilities:**  
Promote a pedestrian-friendly environment by incorporating 6-FT wide, continuous, uninterrupted and safe sidewalks accompanied by City compliant curb ramps along the project corridors, within public right-of-way. The sidewalks are only reduced at specific spots to accommodate mature trees. The corridors were physically walked with an Urban Forester to assist with the sidewalk design around any mature trees.

### PROJECT STATUS

- Completed demolition of existing sidewalk, forming and installation of new sidewalks and driveways for the following:
  - Sidewalks completed along Woodhead St from IH-69 to Branard St, from Kipling St to Westheimer Rd, the east & West side from Vermont St to W Clay St, and the north & South side of W Clay St from Woodhead St to Dunlavy St.
- All construction completed on Hawthorne St.
- Raised intersection at Woodhead St and Hawthorne St. completed.

### NEXT STEPS

- Begin sidewalk construction along Woodhead St from Fairview to Welch.



30-FT Curb to Curb Width Section



# PROGRESS REPORT—FEBRUARY 2023

## HAWTHORNE ST. & WOODHEAD ST. NEIGHBORHOOD SAFE STREETS IMPROVEMENTS

WBS No. N-T27000-0002-7



### CONSTRUCTION TIME

- Original Contract Time: 12 Months
- Notice to Proceed Date: March 23, 2022

### CONTACT INFORMATION

#### Construction Manager:

Gauge Engineering  
11750 Katy Freeway, Suite 400  
Houston, TX 77079



#### Contractor:

R. Miranda Trucking & Construction  
6326 Perch Creek Dr.  
Houston, TX 77049

### PAYMENT ESTIMATES

Original Contract Amount	\$4,729,510.00
Change Order Amount to Date	-
Current Contract Amount	\$4,729,510.00
Previous Payments	\$2,837,750.10
Current Payment(s) Due	\$308,750.00
Contract Completion Date	03/22/2023
Balance Remaining	\$1,583,009.9

### PROGRESS PHOTOS



Remove & Replace Water Meter Box



Forming work for Sidewalk and Driveway



Forming work for Curb Ramp



Driveway Demolition



## Tax Increment Reinvestment Zone (TIRZ) #27 – Montrose

**Committee Report Form****Committee Name:** Public Engagement Committee  
Meeting**Date of Meeting:** 2/13/2023**Chairperson:** Lisa Hunt**Attendees:**

Lisa Hunt

Eureka Gilkey

Joe Webb

Patti Joiner

Walter Morris

**Meeting Report****Agenda**

- Committee to review RFQ responses received after the January posting

**Notes**

- The Committee discussed their comments on the RFQs
- The Committee discussed the budget for Public Engagement Services
- The Public Engagement Committee reviewed the RFQ responses and will commence interviews in the Month of February to bring a recommendation to the Board in the March 20<sup>th</sup> Board meeting.

**Action Items**

- Walter Morris to circulate questions and items expected to be shown in proposal from RFQ responses
- Walter Morris to schedule interviews with in February or early March for all responses to the RFQ



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

**Cash Management Report**

January 31, 2023

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, 2023

**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	8,861,053.55	1,059,148.24	0.00	9,920,201.79
Revenue	202,293.69	3,537.02	0.00	205,830.71
Expenditures	533,371.13	171,020.62	0.00	704,391.75
Ending Balance	8,529,976.11	891,664.64	0.00	9,421,640.75

**NOTES:**



## General Operating Fund

<b>BEGINNING BALANCE:</b>		<b>8,861,053.55</b>
 <b>REVENUE:</b>		
Allegiance Bank Interest	18.06	
TexPool Interest	31,255.01	
Due from HC Precinct One	171,020.62	
Voided Check (s)	0.00	
<b>Total Revenue:</b>		<b>202,293.69</b>
 <b>DISBURSEMENTS:</b>		
Checks Presented At Last Meeting	533,371.13	
Checks Written at/after Last Meeting	0.00	
Bank Charges	0.00	
<b>Total Expenditures</b>		<b>533,371.13</b>
 <b>Ending Balance:</b>		 <b>8,529,976.11</b>

**Location of Assets:**

Institution	Investment Number	Interest Rate	
Allegiance Bank	*5200	0.1000	29,052.32
TexPool	*0001	4.2443	8,500,923.79
		<b>Total</b>	<b>8,529,976.11</b>



**TIRZ 27 - Montrose RDA**  
**Checks Presented**  
February 20, 2023

<b>Num</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
2158	Allen, Boone, Humphries, Robinson LLP	Legal Fees	-27,210.32
2159	Equi-Tax Inc.	Tax Roll Management	-638.10
2160	ETI Bookkeeping Services	Bookkeeping Fee	-1,843.14
2161	Gauge Engineering, LLC	Engineering Fee	-169,675.70
2162	R. Miranda Trucking & Construction, LLC	Hawthorne & Woodhead Safe Streets	-308,750.00
2163	St. Stephen's Episcopal Church	Meeting Room Rental	-125.00
2164	The Goodman Corporation	Planning Consultant	-28,515.00
<b>Total</b>			<b>-536,757.26</b>

**Projects Fund  
Joint Project Account**

<b>BEGINNING BALANCE</b>		<b>1,059,148.24</b>
<b>REVENUE</b>		
Due from GOF	0.00	
TexPool Interest	3,537.02	
Voided Check(s)	0.00	
<b>Total Revenue</b>		<b>3,537.02</b>
<b>EXPENDITURES</b>		
Checks Presented at Last Meeting	0.00	
Checks Written at/after Last Meeting	0.00	
Due to GOF	171,020.62	
<b>Total Expenditures</b>		<b>171,020.62</b>
<b>ENDING BALANCE</b>		<b>891,664.64</b>

**Location of Assets:**

Institution	Investment Number	Interest Rate	Current Balance
TexPool HC Precinct One	*0003	4.2443	891,664.64
		<b>Total</b>	<b>891,664.64</b>



Montrose Redevelopment Authority / TIRZ 27  
Investment Report  
January 31, 2023

**SCHEDULE OF INVESTMENTS**

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	4.2443	8,836,173.34	0.99972	8,838,648.16	31,255.01	8,498,798.56	8,500,923.79
CPF	TexPool	4.2443	1,058,851.68	0.99972	1,059,148.24	3,537.02	891,441.72	891,664.64

Demand Accounts

Fund	Location Of Assets	Interest Rate	Purchase Date	Beginning Balance	Interest Earned	Deposits or (Withdrawals)	Ending Balance
GOF	Allegiance Bank	0.10	8/1/2021	22,405.39	18.06	6,628.87	29,052.32

Collateral Pledged in Addition to FDIC

Depository Institution	Total Funds On Deposit	Custodial Institution	Securities Pledged	Collateral Description	Par Value	Market Value
Allegiance Bank	29,052.32	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 Kenneth Byrd	Date Assumed Office 1/13/2020	Training Completed 10/14/2020
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**TIRZ 27 - Montrose RDA**  
**Profit & Loss Budget vs. Actual**  
**January 2023**

	January			Year to Date (7 Months)			Annual
	Actual	Budget	Variance	Actual	Budget	Variance	Budget
<b>Income</b>							
6-4320 · Increment Collections	0	0	0	4,480,128	5,434,654	-954,526	5,434,654
6-4330 · Interest	34,810	4,167	30,643	185,653	29,167	156,486	50,000
6-4336 · Grants	0	230,338	-230,338	0	1,612,366	-1,612,366	2,764,056
6-4340 · Bond Proceeds	0	0	0	0	0	0	40,000,000
<b>Total Income</b>	<b>34,810</b>	<b>234,505</b>	<b>-199,695</b>	<b>4,665,781</b>	<b>7,076,187</b>	<b>-2,410,406</b>	<b>48,248,710</b>
<b>Expense</b>							
6-6300 · Salaries and Benefits	0	6,000	-6,000	37,501	42,000	-4,499	72,000
6-6320 · Legal Fees	27,210	10,000	17,210	66,940	70,000	-3,060	120,000
6-6321 · Auditing Fees	0	0	0	14,000	10,000	4,000	10,000
6-6322 · Engineering Fees	950	4,167	-3,217	10,125	29,167	-19,042	50,000
6-6323 · Planning Consultants	28,515	4,167	24,348	75,515	29,167	46,348	50,000
6-6324 · Affordable Housing Consultant	0	5,833	-5,833	0	40,833	-40,833	70,000
6-6333 · Accounting	1,550	1,583	-33	11,989	11,083	906	19,000
6-6334 · Tax Roll Management	634	667	-33	3,805	4,667	-862	8,000
6-6353 · Insurance / Bonds	0	0	0	0	5,000	-5,000	5,000
6-6370 · Board Meeting Expense	125	0	125	750	0	750	0
6-6410 · Montrose Collective Reimburse	0	0	0	118,849	0	118,849	0
6-6420 · City of Houston Admin Fee	0	0	0	0	271,733	-271,733	271,733
6-6430 · COH Municipal Services	0	0	0	189,746	196,546	-6,800	196,546
6-6450 · Public Engagement Expenses	0	1,250	-1,250	0	8,750	-8,750	15,000
6-6460 · Board Development	0	417	-417	0	2,917	-2,917	5,000
<b>6-7000 · Capital Expenditure</b>							
6-7202 · Waugh/Commonwealth	0	5,417	-5,417	81,609	37,917	43,692	65,000
6-7203 · Localized Micro-Improvement	0	15,017	-15,017	0	105,122	-105,122	180,209
6-7204 · Storm Water Management	4,603	0	4,603	4,603	0	4,603	0
6-7206 · Workforce/Affordable Housing	0	41,667	-41,667	0	291,667	-291,667	500,000
6-7212 · Hawthorne Safe Street	166,077	214,771	-48,694	1,256,989	1,503,399	-246,410	2,577,256
6-7213 · Woodhead Safe Street	166,077	215,813	-49,736	1,256,989	1,510,691	-253,702	2,589,756
6-7214 · Dallas Bikeway	7,392	22,500	-15,108	83,883	157,500	-73,617	270,000
6-7216 · BCycle	0	2,917	-2,917	0	20,417	-20,417	35,000
6-7217 · Sidewalk Program/ Safe	0	50,000	-50,000	2,510	350,000	-347,490	600,000
6-7218 · Montrose Blvd - Reconstruction	91,479	100,000	-8,521	404,342	700,000	-295,658	1,200,000
6-7219 · Welch Safe Street	0	10,417	-10,417	0	72,917	-72,917	125,000
6-7220 · Stanford Safe Street	0	10,417	-10,417	0	72,917	-72,917	125,000
6-7221 · Mandell Bikeway	0	55,417	-55,417	114,767	387,917	-273,150	665,000
6-7222 · Safe Route to School Sidewalk	17,296	20,833	-3,537	39,850	145,833	-105,983	250,000
6-7223 · W Alabama Street	0	15,833	-15,833	93,310	110,833	-17,523	190,000
6-7224 · West Gray - Dallas to Allen Pky	24,553	29,167	-4,614	121,880	204,167	-82,287	350,000
<b>Total 6-7000 · Capital Expenditure</b>	<b>477,477</b>	<b>810,186</b>	<b>-332,709</b>	<b>3,460,732</b>	<b>5,671,297</b>	<b>-2,210,565</b>	<b>9,722,221</b>
<b>Total Expense</b>	<b>536,461</b>	<b>844,270</b>	<b>-307,809</b>	<b>3,989,952</b>	<b>6,393,160</b>	<b>-2,403,208</b>	<b>10,614,500</b>
<b>Net Income</b>	<b>-501,651</b>	<b>-609,765</b>	<b>108,114</b>	<b>675,829</b>	<b>683,027</b>	<b>-7,198</b>	<b>37,634,210</b>



## Montrose TIRZ 27 Board Meeting February 20th, 2023: Knudson Report

Knudson Activity with the Montrose TIRZ:

### General Board:

- Checked the City of Houston Plat Report for new plats within the TIRZ boundaries
  - None to report within or adjacent to the TIRZ boundaries:
- Took meeting minutes and created agendas for all Committee meetings;
- Helped with information sharing between the Montrose TIRZ and the City of Houston;
- Assisted in technical help to the Directors;
- Efforts to make updates to the Montrose TIRZ website with the help of the Webmaster;
- Updated and populated the Montrose TIRZ #27 Shared Folder use for simplified information sharing;
- Attended monthly meetings with the Chairman of TIRZ 27;
- Attended design and pre-meetings for future and current CIP projects;
- Managed the Montrose info email;
- Provided Knudson reports for the TIRZ Board Book.

### Affordable Housing Committee:

- No Board action.

### Projects and Planning Committee:

- Attended 1 Committee meeting;

### Finance Committee:

- Managed SAM registration
- Attended meeting to discuss RAISE grant
- No Board action.

### Public Engagement Committee:

- Managed the Montrose info email;
- Attended 1 Committee Meeting
- Managed responses from RFQ
- Circulated notices for the February 20th Board Meeting.