

**MINUTES OF THE BOARD OF DIRECTORS OF
THE MIDTOWN REDEVELOPMENT AUTHORITY**

February 23, 2023

A regular meeting of the Board of Directors (the "Board") of the Midtown Redevelopment Authority (the "Authority") was held at 410 Pierce Street, First Floor Conference Room, Houston, Texas 77002, on Thursday, February 23, 2023, at 12:30 p.m. The meeting was open to the public. The roll was called of the duly appointed members of the Board, to-wit:

<u>Pos. #</u>	<u>Name</u>	<u>Pos. #</u>	<u>Name</u>
1	Camille Foster	6	Abe Goren
2	Donald Bond	7	Caton M. Fenz
3	Michael Lewis	8	John Thomas
4	Michael F. Murphy	9	Zoe Middleton
5	Al Odom		

and all the above were present except Directors Bond, Murphy and Thomas.

In attendance were Authority staff members: Matt Thibodeaux, Vernon Williams, Kandi Schramm, Marlon Marshall, Todd Edwards, David Thomas, Sally Adame, Cynthia Alvarado, Jaime Giraldo Willie Larry, Amaris Salinas and Jalisa Hurst; Peggy Foreman of Burney & Foreman; Barron F. Wallace and Mary Buzak of Bracewell LLP; Alex Ramirez of Design Workshop; Algenita Davis, Linda Mitchell, Bob Bradford and Angie Gomez of CCPPI; Roberta Burroughs of Roberta F. Burroughs & Associates; Bryan Brown of The Goodman Corporation; Rachel Ray of Walter P. Moore Engineering; Carol Harrison of IDS Engineering, Jennifer Curley of City of Houston; Bob Mjoen of McKim & Creed; Gilbert; and Zack Martin of MCMD.

Chairman Odom called the meeting to order.

PUBLIC COMMENTS

There were no public comments presented at this meeting.

CONSENT AGENDA FOR THE AUTHORITY

- MINUTES FOR JANUARY 26, 2023**
- MONTHLY FINANCIAL REPORTS FOR JANUARY 2023**
- ACKNOWLEDGMENT OF AHOC LEASE WITH OST/ALMEDA CORRIDORS REDEVELOPMENT AUTHORITY.**
- RATIFICATION OF DEMOLITION SETTLEMENT AND RELEASE AGREEMENT WITH KCK LANDSCAPING.**
- ANNUAL RENEWAL OF PROFESSIONAL SERVICES AGREEMENT WITH THE GOODMAN CORPORATION.**
- RATIFICATION AND ACKNOWLEDGMENT OF SALE OF THE FOLLOWING PROPERTIES LOCATED IN HOUSTON:**
- 6420 and 0 Cullen Boulevard;**
- 3502 Emancipation Avenue;**
- 0 Dumble Street;**

**2500 and 2500 Winbern Street; and
2809 Emancipation Avenue**

Director Goren made a motion to approve the consent agenda. The motion was seconded by Director Fenz and carried by unanimous vote.

**APPROVE MIDTOWN REDEVELOPMENT AUTHORITY AMENDED ADMINISTRATIVE
PROCEDURE MANUAL AND EMPLOYEE POLICY MANUAL.**

Mary Buzak of Bracewell presented the Authority’s Amended Administrative Procedure Manual and Employee Policy Manual noting updates were provided to the pregnancy, alcohol and drug, clauses and the workplace accommodations section. Ms. Buzak reported that the Investment Policy was removed from the Administrative Policy Manual. Director Fenz made a motion to approve the Midtown Redevelopment Authority Amended Administrative Procedure Manual and Employee Policy Manual. The motion was seconded by Director Lewis and carried by unanimous vote.

**RESOLUTION REGARDING ANNUAL REVIEW OF INVESTMENT POLICY AND LIST OF
QUALIFIED BROKER/DEALERS OF MIDTOWN REDEVELOPMENT AUTHORITY AND
CONTAINING OTHER PROVISIONS RELATED THERETO.**

Ms. Buzak presented the annual review of the Resolution Regarding Annual Review of Investment Policy And List Of Qualified Broker/Dealers Of Midtown Redevelopment Authority And Containing Other Provisions Related Thereto noting that requirements for Investment Pools were updated. Director Goren made a motion to approve the Resolution Regarding Annual Review of Investment Policy And List Of Qualified Broker/Dealers Of Midtown Redevelopment Authority And Containing Other Provisions Related Thereto. The motion was seconded by Director Lewis and carried by unanimous vote and carried by unanimous vote.

MIDTOWN AFFORDABLE HOUSING PROGRAM.

AFFORDABLE HOUSING OPERATIONS CAMPUS;

Marlon Marshall reported the Campus tenant improvements were moving forward with levels 2 and 5.

CHANGE ORDERS;

Mr. Marshall presented Change Orders #1,2,3,4,5 & 6 and stated that the net effect of these change orders was a credit of \$7,957.95 to the total contract. The Change Orders represent value engineering to the scope of services, increase to 22.6% of MWBE participation goals, build out of separate space for Greater Southeast Management District, and levels 2 and 5 received a credit for build out due a suite being eliminated from the plans. Director Goren made a motion to approve Change Orders #1,2,3,4,5, & 6 resulting in a net credit of \$7,957.95. The motion was seconded by Director Fenz and carried by unanimous vote.

RECOMMENDATION FROM CCPPI/CPR TEAM FOR GRANT OF LAND TO HOUSTON HABITAT FOR HUMANITY, INC. FOR DEVELOPMENT OF SINGLE-FAMILY AFFORDABLE HOUSING.

Roberta Burroughs of Roberta F. Burroughs & Associates presented the request from Houston Habitat for Humanity, Inc. ("Habitat") for a Grant of Land for the Development of Single-Family Affordable Housing. Ms. Burroughs reported that Habitat responded to a Request for Proposal (RFP) issued for development of single-family affordable housing and is being recommended by the CCPPI/CPR (Comprehensive Process Review) team to receive a grant of 11 tracts of vacant land (Cluster A). She stated that each tract of land is approximately 5000 sq feet and will each contain one single family home with a sales price not to exceed \$200,000. Director Fenz made a motion to approve the Recommendation from the CCPPI/CPR (Comprehensive Process Review) Team for Grant of Land to Houston Habitat for Humanity, Inc. for development of single-family affordable housing. The motion was seconded by Director Lewis. Director Goren abstained from the vote. The motion carried by a majority vote with 5 Board Members voting Yes and 1 abstention.

AFFORDABLE HOUSING REPORT

Mr. Edwards provided the Board with a summary of affordable housing activity. He stated that approximately 602 units of affordable housing have been completed to date as part of the MRA Affordable Housing Program.

MIDTOWN CAPITAL IMPROVEMENTS PROGRAM

CAROLINE STREET RECONSTRUCTION – ESPA CORP/KCI

Mr. Marshall reported that the contractor continues to work on the punch list items. Center Point, has completed removal of the remaining utility poles that were in conflict with the sidewalk and intersection of ramp installations. Upcoming work includes installation of remaining pavement markings, rain garden lighting and TDLR (Texas Department of Licenses and Regulations) inspections.

CHANGE ORDERS

Mr. Marshall reported that there are no change orders to present at this meeting.

MIDTOWN PARK – FRONT 90 IMPROVEMENTS - WALTER P MOORE / DESIGN WORKSHOP

Mr. Marshall presented the Midtown Park Front 90 Improvements update. He reported that the contractor has completed installation of electrical receptacles. Substantial completion inspection was held, and punch list items have been identified. The Front 90 Improvements Project closeout is in process pending completion of remaining punch list items.

CHANGE ORDERS

Mr. Marshall reported that there are no change orders to present at this meeting.

INTERLOCAL AGREEMENT WITH CITY OF HOUSTON FOR MILL AND OVERLAY OF CERTAIN STREETS WITHIN THE ZONE.

Mr. Marshall presented the Interlocal Agreement with the City of Houston for Mill and Overlay of Certain Streets within the Zone. The Comprehensive Mill and Overlay Plan was developed based on the City's most recent Pavement Condition Index ratings. The phases will be prioritized for construction based on pavement condition ratings and public feedback received from the community. Mr. Marshall reported that the Interlocal Agreement with City of Houston for Phase 1 of project will cost \$910,471.57. Director Fenz made a motion to approve the Interlocal Agreement with City of Houston for Mill and Overlay of Certain Streets within the Zone. The motion was seconded by Director Lewis and carried by unanimous vote.

MIDTOWN PARKS AND PUBLIC SPACE MASTER PLAN

Mr. Marshall reported that a focus group met last night with approximately 50 residents. He noted that the recommendations will be presented at the April meeting.

EXECUTIVE SESSION

The Board did not enter into a closed executive session.

ADJOURN

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



Caton Fenz, Secretary



Date