

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

**August 31, 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, August 31, 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	Terence Fontaine	7	Deanea LaFlore
3	Michael Lewis	8	John Thomas
4	Michael F. Murphy	9	Zoe Middleton
5	Al Odom		

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

In attendance were Authority staff members: Matt Thibodeaux, Kandi Schramm, Marlon Marshall, Vernon Williams, David Thomas, Sally Adame, Amaris Salinas, Cynthia Alvarado, Jaime Giraldo and Jalisa Hurst; Peggy Foreman of Burney & Foreman; Barron Wallace and Mary Buzak of Bracewell LLP; Melissa Morton of The Morton Accounting Services Carol Harrison of IDS Engineering; Sean Haley, Algenita Davis, Linda Mitchell, Bob Bradford, Kate Ranachan and Angie Gomez of CCPPI; Roberta Burroughs of Roberta F. Burroughs & Associates; Andrew Busker of City of Houston; Jeri Brooks of One World Strategy Group; John Mudd of HR Green; Clady Broussard of Houston Community College; Rachel Ray of Walter P. Moore; Jennifer Gribble of South Main Baptist Church; Zack Martin of MCMD, Theodore Andrews and Midtown resident, Scott Harbors.

Vice Chairman Abe Goren called the meeting to order.

**PUBLIC COMMENTS**

Jaime Giraldo, Midtown Management District Director of Public Safety, gave a brief description of his work with various entities to address safety issues related to the un-housed population in Midtown, including the HPD Homeless Outreach Team, S.E.A.L. Security Solutions, LLC, Precinct 7 Constable's office, SEARCH Homeless Outreach Services and various law enforcement agencies in Midtown. He also reported on efforts to enhance safety at Authority owned properties. Mr. Giraldo invited the Board and members of the public to attend National Night Out on October 3, 2023 and Coffee with a Cop on October 4, 2023 hosted by Midtown Management District.

Paster David Punch of Greater Zion Church addressed the Board about work his church and affiliated organizations have been doing in the Third Ward area for the past twenty-one years. He stated that he is currently working on a Re-Ward Third Ward CDC proposal to construct new multi-family affordable housing units in the Third Ward area.

**CONSENT AGENDA FOR THE AUTHORITY**

**Minutes for June 29, 2023.**

**Monthly financial reports for June and July 2023.**

Matt Thibodeaux, Executive Director, presented the Consent Agenda. Director Fontaine made a motion to approve the Consent Agenda as presented. The motion was seconded by Director Foster and carried by unanimous vote.

**Investment Report for the Quarter Ending June 30, 2023.**

Melissa Morton of The Morton Accounting Services presented the written Investment Report for the Quarter ending June 30, 2023 (the "2<sup>nd</sup> Quarter"). Ms. Morton reported that the average yield rate on all accounts for the 2<sup>nd</sup> Quarter was 2.26012% and the amount of interest earned for was \$311,289.00. Ms. Morton reported that approximately \$980,000.00 in interest was earned in FY 2023 for all four quarters. She noted that the Investment Report reflects the compliance of the Authority's investment portfolio with the Investment Policies of the Authority and the Investment provisions of the Public Funds Investment Act. Director Middleton made a motion to accept the Investment Report for the 2<sup>nd</sup> Quarter ending June 30, 2023, as reported. The motion was seconded by Director Fontaine and carried by unanimous vote.

**AFFORDABLE HOUSING OPERATIONS CAMPUS**

**CHANGE ORDERS**

Marlon Marshall reported that there were no change orders to be presented at this meeting.

**TENANT IMPROVEMENTS (LEVEL 2 – PHASE II) - CONSTRUCTION CONTRACT**

Mr. Marshall reminded the Board that the Authority had previously solicited and obtained Statements of Qualifications (SOQs) for construction of the interior build out of the remaining space (approximately 19,000 square feet) within One Emancipation Center. He stated that the Authority received three responses on June 22, 2023. At the June 29, 2023 Board meeting, the Board authorized the team to invite the 3 companies to respond to a subsequent Request for Proposals which will include proposed rates for construction services. He reported that the evaluation committee received and reviewed the responses to the Request for Proposals providing proposed rates for construction services. Mr. Marshall stated that the staff were recommending the selection of Harvey Builders to provide construction services for the interior buildout of 2,927 square feet on Level 2. Director Middleton made a motion to approve the recommendation of Harvey Builders for interior buildout of 2,927 square feet on Level 2. The motion was seconded by Director LaFlore and carried by unanimous vote.

**RATIFICATION AND ACKNOWLEDGMENT OF EXECUTED PURCHASE AND SALE AGREEMENT FOR CERTAIN PROPERTIES GENERALLY LOCATED ALONG EMANCIPATION AVENUE BETWEEN TUAM STREET AND DENNIS STREET.**

Barron Wallace of Bracewell LLP presented for ratification and acknowledgment the executed purchase and sale agreement with APV Redevelopment Corporation for the sale of certain properties owned by the Authority along the east and west sides of Emancipation Avenue between Tuam Street and Dennis Street for \$3,668,899. Director Fontaine made a motion to approve the ratification and acknowledgment of the executed purchase and sale agreement with APV Redevelopment Corporation for certain properties generally located along Emancipation Avenue between Tuam Street and Dennis Street. The motion was seconded by Director Foster and carried by unanimous vote.

**RATIFICATION AND ACKNOWLEDGMENT OF ASSIGNMENT OF EXECUTED PURCHASE AND SALE AGREEMENT BY NEW HOPE HOUSING, INC. TO HOUSTON HOUSING AUTHORITY AND SUBSEQUENT CONVEYANCE OF CERTAIN PROPERTIES GENERALLY LOCATED ALONG CHACO AND GRAY STREETS TO HOUSTON HOUSING AUTHORITY FOR DEVELOPMENT OF AN AFFORDABLE SENIOR HOUSING PROJECT.**

Peggy Foreman of Burney and Foreman presented for ratification and acknowledgment the assignment of executed purchase and sale agreement by New Hope Housing, Inc. to Houston Housing Authority and subsequent conveyance of certain properties generally located along Chaco and Gray Streets to Houston Housing Authority for development of an affordable senior housing project. Ms. Foreman presented background information about the senior housing project and stated that the document evidencing the assignment of the purchase and sales agreement was included in the Board Information Packet. Ms. Foreman stated that the assignment facilitated the financing structure for the project and that New Hope Housing, Inc. (or its affiliated entities) would be responsible for development and operation of the senior housing facility. Director Middleton made a motion to approve the ratification and acknowledgment of assignment of the executed purchase and sale agreement by New Hope Housing, Inc. to Houston Housing Authority and subsequent conveyance of certain properties generally located along Chaco and Gray Streets to Houston Housing Authority for development of an affordable senior housing project. The motion was seconded by Director Fontaine and carried by unanimous vote.

**AFFORDABLE HOUSING REPORT**

Algenita Davis with CCPPI presented the Affordable Housing Report. Ms. Davis reported that 47 parcels of property have been awarded to five developers: Boynton CDC, Change Happens, CR Design Build, LLC, Mors Development Partners Series LLC and Herbert Stroman Foundation, Inc. The affordable housing team is currently working with the City of Houston to secure a possible \$50,000.00 commitment for down payment assistance to help qualified homebuyers purchase these homes once completed. She reported that CCPPI, acting on behalf of the Authority, had previously issued an RFP for construction of single-family affordable homes on approximately 96 parcels of vacant land. She stated that 60 people attended a pre-submission zoom meeting to answer questions about the RFP. Ms. Davis reported that CCPPI received 11 responses seeking award of a total of 76 parcels of land. She stated that the responses are currently being reviewed and evaluated. Finally, Ms. Davis reported that the CCPPI team is working to schedule a meeting with Super Neighborhood #67 and the Authority.

## **MIDTOWN CAPITAL IMPROVEMENTS PROGRAM**

### **CAROLINE STREET RECONSTRUCTION – ESPA CORP/KCI**

Mr. Marshall reported that the design team will be meeting with City representatives to review pilot areas identified to implement proposed corrections to punch list items not addressed by TxDOT contractor. He reported the upcoming work would include the cathodic protection system testing. He further reported that Street Overlay projects on certain streets adjacent to Caroline Street have been completed.

### **CHANGE ORDERS**

Mr. Marshall reported that Change Order #17 is for a credit in the amount of (-\$249,090.71) for a lighting package of material which was provided by the Authority rather than the contractor. Director Middleton made a motion to approve Change Order #17 a credit in the amount of (-\$249,090.71) for a lighting package of material which was provided by the Authority rather than the contractor. The motion was seconded by Director Foster and carried by unanimous vote.

### **BRAZOS STREET BRIDGE LANDSCAPE IMPROVEMENTS – DESIGN WORKSHOP**

Mr. Marshall reported that the Brazos Street Bridge Landscape Improvements project will enhance the landscaped area around the Bagby/Elgin Streets intersection into green space adjacent to the Brazos Bridge facing Bagby Street. The scope of work includes tree planting, shrub and groundcover planting, site cleanup, irrigation, traffic control, and reinstallation of existing signage. This project is a partnership with Councilmember Abbie Kamin and the Courtlandt Place Civic Association; Councilmember Kamin's office has provided \$25,000 towards the project; Courtlandt Place will provide \$20,000 for the project.

### **CONSTRUCTION CONTRACT**

Mr. Marshall reported the bids for the project received on August 4, 2023, were as follows: B&D Contractors for \$98,691.81; Earth First for \$66,000.00; Jerdon for \$99,977.77; and Landscape Art for \$113,317.78. He reported that staff along with design consultants examined the bids to verify bid packages were submitted in accordance with the terms and conditions of the bid documents. The team recommended that Earth First be selected with the bid of \$66,000.00. Director Foster made the motion to approve award of the contract to Earth First in the amount of \$66,000.00. The motion was seconded by Director Fontaine and carried by unanimous vote.

### **GRANT MANAGEMENT – THE GOODMAN CORPORATION**

Bryan Brown with The Goodman Corporation reported on the pursuit of grant funding. He noted that the team reviewed crash data to determine where most accidents are happening in Midtown. He reported that Safe Streets projects will be a priority for grant funding.

**DESIGN CONCEPT REVIEW WORK ORDER**

Mr. Brown presented a Work Order from The Goodman Corporation in the amount of \$23,250.00 for Design Concept Review of Intake Forms, including projects from the Safety Study as well as Caroline and Cleburne Streets. Director Fontaine made a motion to approve the Work Order from The Goodman Corporation for Design Concept Review of Intake Forms in the amount of \$23,250.00. The motion was seconded by Director Middleton and carried by unanimous vote.

**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) FY2023 COMMUNITY PROJECT GRANT INTERLOCAL AGREEMENT**

Mr. Marshall presented the Interlocal Agreement by and among the Authority, Old Spanish Trail/Alameda Corridors Redevelopment Authority and Greater Southeast Management District relating to a U.S. Department of Housing and Urban Development FY2023 Community Project Grant in the total amount of \$4,000,000.00. He stated that the 3 entities will share the funds to be used for construction of certain transportation and infrastructure safety projects in a defined area. The Authority will receive \$1,142,858 pursuant to the terms of the Interlocal Agreement. Director Middleton made a motion to approve the U.S. Department of Housing and Urban Development (HUD) FY2023 Community Project Grant Interlocal Agreement. The motion was seconded by Director Fontaine and carried by unanimous vote.

**HUD FY2023 COMMUNITY PROJECT GRANT MANAGEMENT WORK ORDER**

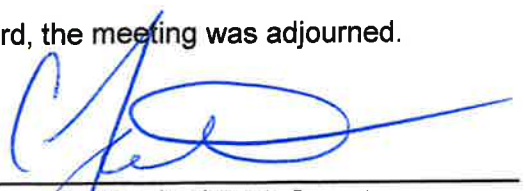
Mr. Marshall presented a Grant Management Work Order with The Goodman Corporation in the amount of \$50,009.00 for the management of the HUD FY2023 Community Project Grant. Director Middleton made a motion to approve HUD FY2023 Community Project Grant Management Work Order in the amount of \$50,009.00. The motion was seconded by Director Fontaine and carried by unanimous vote.

**EXECUTIVE SESSION**

The Board did not enter into a closed executive session for this meeting.

**ADJOURN**

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

  
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Camille Foster, Assistant Secretary  
9/28/23  
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Date