

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

June 30, 2016

A regular meeting of the Board of Directors (the "Board") of the Midtown Redevelopment Authority (the "Authority") was held at the Authority's offices in the Houston Technology Center, 410 Pierce, Houston, Texas 77002, on Thursday, June 30, 2016 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	Brandon Dudley	6	Abe Goren
2	Doug Erwing	7	Caton M. Fenz
3	Robert D. Sellingsloh	8	Vacant
4	Pamela Ngo Castleman	9	Jeremy Ratcliff
5	Al Odom		

and all of the above were present with the exception of Directors Dudley and Ratcliff.

Also in attendance were Matt Thibodeaux, Kandi Schramm, Marlon Marshall, Todd Edwards, David Thomas, Amanis Salinas, Araceli Rodriguez and Theresa Gilmore of the Authority; Peggy Foreman of Burney and Foreman; Tim Buscha and Carol Harrison of IDS Engineering Group; Edwin Friedrichs, Brian Lozano, Jeremy Rocha and Rachel Ray of Walter P. Moore; Jennifer Curley of the City of Houston; Mariana Rashcke of the Goodman Corporation; Steven Spears and Alex Ramirez of Design Workshop; Jeri Brooks and Mechelle Phillips of One World Strategy Group; Maya Ford of FordMomentum; Erin Mulvaney of the Houston Chronicle; Dejuana Williams of the Houston Community College System; Crystal Le and David Nguyen of Nostragroup; Dan Barnum, Jen Shaw, James Holston, Marylene Chan and David Edwards as Property Owners & Residents.

Chairman Sellingsloh called the meeting to order and asked the guests to introduce themselves.

CONSENT AGENDA FOR THE AUTHORITY:

- a. **MINUTES OF THE AUTHORITY FOR JUNE 2, 2016;**
- b. **MONTHLY FINANCIAL REPORT OF THE AUTHORITY FOR MAY 2016;**
- c. **INVOICES OF THE AUTHORITY FROM TRUSTEE AND OPERATING ACCOUNTS FOR JUNE 2016;**
- d. **ANNUAL RENEWAL OF PROFESSIONAL SERVICES AGREEMENT WITH WALTER P. MOORE.**

Matt Thibodeaux, Executive Director, presented the various items of the consent agenda. Director Odom made a motion to approve the consent agenda items a. through d. The motion was seconded by Director Fenz, which carried by unanimous vote.

MIDTOWN AFFORDABLE HOUSING PROGRAM

a. RESOLUTION APPROVING ENTERING INTO CONTRACTS AND ACQUISITION AND SALE OF CERTAIN PROPERTIES BY THE AUTHORITY FOR AFFORDABLE HOUSING

Director Goren made a motion to approve the Resolution Approving Entering into Contracts and Acquisitions and Sale of Certain Properties by the Authority for Affordable Housing. The motion was seconded by Director Odom, which was carried by unanimous vote.

b. UPDATE ON AFFORDABLE HOUSING

Mr. Edwards reported that Epic Homes was 95% completed with homes on the 5 properties granted by the Authority. He noted that a tour of the completed homes would be scheduled so interested Board Members could examination the final product. Mr. Edwards shared with the Board a letter delivered to the Authority from a purchaser of an Epic Homes Affordable Home. He spoke of how much he appreciated being able to purchase the home, the sense of accomplishment he felt and how happy he and his wife were living in the new home. Mr. Edwards reported that he was reviewing property on Schroeder Street for the purposes of granting the property to Habitat for Humanity.

MIDTOWN CAPITAL IMPROVEMENT PROGRAM

a. PARKS AND GREENSPACE - WALTER P. MOORE/DESIGN WORKSHOP

i. MIDTOWN PARK

Mr. Marshall reported on the progress at Midtown Park and Garage and shared pictures of the construction site with the Board and visitors. He noted that the team was anticipating the completion of the garage in September 2016.

1. APPROVE GARAGE CHANGE ORDERS – CAMDEN.

Mr. Marshall reported that there were no Change Orders for the garage at this time.

2. APPROVE PARK CHANGE ORDERS – MILLIS.

Mr. Marshall reported that there were several change orders at this time for Millis. Change Order #4 is for light fixtures previously removed from the contract during value engineering in the amount of \$179,099.37; change Order #5 in the amount of \$69,188.94 for garage lid waterproofing subcontractor change, architect requested modifications to sub foundation for berm walls and spread footings to elevate curb; Change Order #6 in the amount of \$14,879.19 for addition of manhole to replace inactive manhole and removal of a short segment of garage lid for utilities; Change Order #7 in the amount of \$49,377.00 for the garage lid waterproofing curb detail and ADA ramp shifted from garage contract to park contract; required detailing for value engineering modifications to sidewalks and site amenities and Change Order #8 is a deduct in the amount of \$44,987.11 for value engineering to restroom roof and deletion of planters. Total amount of changes order #4 – 8 is \$356,603.55 and still within the budget contingency amount.

Director Erwing made a motion to approve Change Orders #4 - #8 as reported above. The motion was seconded by Director Goren, which carried by unanimous vote.

ii. **BAGBY PARK**

1. **APPROVE/RATIFY CHANGE ORDERS – P2MG.**

Mr. Marshall reported on the close out of Bagby Park. He noted that Change Order #19 was in the amount of \$147,637.51 that would be issued to P2MG as a deduction of retainage to Close Out the Construction Contract on Bagby Park.

Director Castleman made a motion to approve the Change Order to Close Out Bagby Park with a deduction of retainage from the construction contract in the amount of \$147,637.51. The motion was seconded by Director Fenz, which carried by unanimous vote.

iii. **SPARK PARK – HOUSTON ACADEMY FOR INTERNATIONAL STUDIES.**

Mr. Marshall reported that the Houston Academy for International Studies has a SPARK Park on their campus in the Midtown District. They have requested \$50,000 for improvements to renovate the basketball court. Mr. Marshall noted that the school is located on the eastside of the District and the improvements are included in the fiscal year 2017 Budget.

Mr. Marshall also noted that the application to adopt Baldwin Park had been received from the City of Houston and staff has begun to complete the application.

b. **HCC CAPITAL PROJECTS - IDS ENGINEERS**

i. **HOLMAN STREET PEDESTRIAN ENHANCEMENTS**

1. **Approve Change Orders – SER.**

Mr. Marshall reported that there are no change orders at this time. The project is moving quickly. The team anticipates the project completion sometime in October. 2016.

c. **MAIN STREET ENHANCEMENTS – WALTER P. MOORE /DESIGN WORKSHOP**

Mr. Marshall reported the contractor has mobilized on the site and is waiting on the determination from the City of Houston of how many blocks the contractor will be able to close at a time.

d. **CAROLINE STREET RECONSTRUCTION – ESPA CORP/KCI**

i. **APPROVE ADDITIONAL SERVICES REQUEST FOR DESIGN SERVICES –ESPA CORP/KCI**

Mr. Marshall reported ESPA Corp had requested an Amendment to Work Order #2 for Caroline Street in order to update the plans and bid package to re-bid the project for the second time. The Amendment is in the amount of \$21,725.00.

Director Fenz made a motion to approve the Amendment to Caroline Street Work Order #2 in the amount of \$21,725.00. The motion was seconded by Director Erwin, which carried by unanimous vote.

e. **FTA GRANT PROGRAM – THE GOODMAN CORPORATION**

Mr. Marshall noted that the Authority had been able to draw down \$379,000 from the Holman \$2,000,000 FTA Grant.

f. **CIP Review**

Mr. Marshall presented to the Board and visitors charts showing improvements funded by the Authority on the Eastside, Westside and along Main Street in the District. The charts displayed improvements west of Main Street at a cost of \$29,741,449, east of Main Street at a cost of \$30,710,543 and along the Main Street Corridor at a cost of \$45,401,522 for a total investment in capital improvements in the amount of \$105,853,514.

WITH RESPECT TO THE FOREGOING AGENDA ITEMS, CONDUCT AN EXECUTIVE SESSION WITH REGARD TO THE FOLLOWING, AS APPROPRIATE AND NECESSARY:

- a. **CONSULTATION WITH ATTORNEY (SECTION 551.071, TEXAS GOVERNMENT CODE);**
- b. **THE PURCHASE, EXCHANGE, LEASE OR VALUE OF REAL PROPERTY (SECTION 551.072, TEXAS GOVERNMENT CODE);**
- c. **PERSONNEL MATTERS (SECTION 551.074, TEXAS GOVERNMENT CODE);**
- d. **SECURITY PERSONNEL OR DEVICES (SECTION 551.076, TEXAS GOVERNMENT CODE); AND ECONOMIC DEVELOPMENT NEGOTIATIONS (SECTIONS 551.087, TEXAS GOVERNMENT CODE)**

The Board did not conduct an executive session at this meeting.

PUBLIC COMMENT

Dan Barnum, Midtown property owner, stated he was pleased with the efforts made by the Authority and the Management District but felt additional work was still needed such as certain sidewalk repairs, debris management, planter repair, paver repair and water meter cover

replacement. David Edwards, property owner, stated he was glad to be part of the start of the District and wanted to commend the Midtown staff for their responsiveness to his concerns and offered to assist with any needs the District might have. Mr. Edwards noted that he would like to see no littering signs placed around the District. Mr. Marshall reported the Management District had currently budgeted \$25,000 for sidewalk replacement and had located 30 -35 places for the sidewalk replacement within the District. Ms. Foreman suggested Mr. Barnum and Mr. Edwards call 311 to report issues when they discover them. Mr. Marshall also suggested using the Management District's new app SeeClickFix to report issues.

ADJOURNMENT

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



Pamela N. Castleman, Secretary



Date