

**MINUTES OF REGULAR MEETING
OF
REINVESTMENT ZONE NUMBER THIRTEEN, CITY OF HOUSTON, TEXAS**

September 25, 2019

The Board of Directors (the “Board”) of Reinvestment Zone Number Thirteen (the “Zone”), convened in special session, open to the public, on the 25th day of September 2019, and the roll was called of the duly constituted officers and members of the Board, to-wit:

Phil C. Neisel	Chair
Larissa Lindsay	Secretary
Cynthia Card	Assistant Secretary
Ann Guercio	Director
Claude Anello	Director
Brantly Minor, III	Director
Alison N. Maillet	Director

All members of the Board of Directors were present, thus constituting a quorum.

Also present were: Alyssa Hill of Certified Public Accountants, the (“Auditor”); Marie Bryant of CART Services; Clark Lord and Tiffany Ehmke of Bracewell LLP, legal counsel; Kyle Macy of Edminster Hinshaw Russ & Associates, (“Engineer”); Sherry Weesner of Principle Solutions, (“Administrator”); Melissa Morton of the Morton Accounting Services, (“Bookkeeper”). Members of the public were present and referenced on the attached sign in sheet, as Exhibit “A”:

Whereupon, the meeting was called to order. A copy of the notice of the meeting is attached hereto as Exhibit “B”.

MEETING RULES

Director Neisel reviewed the rules for the proper conduct of the Board meeting.

PUBLIC COMMENT

The Board recognized Ms. Jane West who stated that she was encouraged by the Board’s transparency and encourages coordination with other local entities.

The Board recognized Mr. Ryan Boehner who stated his concern about conflict of interest measures not referenced in the audit.

DETERMINE QUORUM; CALL TO ORDER

Director Neisel then noted that a quorum was present and called the meeting to order. He requested that the attendees introduce themselves.

DETERMINE QUORUM; CALL TO ORDER

Director Neisel then noted that a quorum was present and called the meeting to order. He requested that the attendees introduce themselves.

APPROVE MINUTES

The Board considered approving the June 19, 2019 Zone minutes. Director Lindsay moved that the Board approve June 19, 2019 Zone minutes. Director Card seconded the motion. Directors Minor and Maillet abstain the motion.

ADOPT RESOLUTIONS OF APPRECIATION FOR ALICE VALDEZ AND CLAUDE ANELLO

The Board considered approving the Resolutions of Appreciation for Alice Valdez for her tenure as director and Claude Anello for his tenure as Chair. Upon a motion brought by Director Lindsay, seconded by Director Guercio, the Board unanimously voted to adopt the Resolutions of Appreciation for both Alice Valdez and Claude Anello.

CREATE COMMITTEES AND APPOINT COMMITTEE MEMBERS

Director Neisel requested the Board consider approving the creation of a Communications and Public Engagement Committee. Upon a motion brought by Director Anello, seconded by Director Card, the Board unanimously voted to approve the creation of the Communications and Public Engagement Committee.

Director Neisel then requested the Board consider the appointment of Directors Minor, Maillet, and Guercio on the Communications and Public Engagement Committee. Also, appointing Directors Card, Minor and Maillet to the Finance Committee, as well as appointing Directors Neisel, Anello and Lindsay to the Projects and Planning Committee.

After consideration, upon a motion brought by Director Card, seconded by Director Anello, the Board unanimously voted to approve the appointments of Directors to the respective committees as recommended.

RESOLUTION DESIGNATING MEETING PLACES

Director Neisel requested the Board consider approving additional meeting places, a copy of the Resolution Designating Meeting Places is attached hereto as Exhibit "C". Upon a motion brought by Director Guercio, seconded by Director Anello, the Board unanimously voted to approve the Resolution Designating Meeting Places.

ADMINISTRATOR REPORT

The Board recognized Ms. Weesner who reported that the agenda and Board packet is on the Authority's website. She stated that the Authority had approved the budget prior to the appointment of new Board members and the City of Houston (the

“City”) has allowed one additional month for review and any changes. No action was taken.

CONSIDER ADJUSTMENT TO MAXIMUM MONTHLY HOURS FOR ADMINISTRATOR

Director Neisel recommended that Board consider setting a maximum number of hours Ms. Weesner can work on Authority business per month. Director Lindsay recommended the maximum monthly hours Ms. Weesner work on Authority business by 50 hours per month, the motion was seconded by Director Card.

Director Brantly then recommended the Board defer the matter and allow the Finance Committee to review and provide a recommendation at the next meeting. Director Lindsay then motioned to withdraw her previous motion, defer the matter until the next meeting and discuss the Finance Committee’s recommendation, which was seconded by Director Neisel, and approved unanimously by the Board.

PROJECTS AND ENGINEERING

Mr. Macy presented the engineer’s report, a copy of which is attached hereto as Exhibit “D”.

Dow Elementary Park

Mr. Macy reported that the project is approximately 50% complete and requested the Board consider approving Pay Application No. 3 and is included in his report. He answered the Board’s questions regarding the progression of the project and related Pay Application No. 3.

Substitute Sanitary Sewer Connections, Phase 2B

Mr. Macy stated that he is coordinating with Texas Pride to confirm all work is complete.

Street Sign Rehabilitation, Phase 3

Mr. Macy then reported that the project was completed by Williams Architectural Signage and Consulting LLC and the engineer is coordinating with the contractor to confirm all work is complete. Director Anello noted that a “Way Find” sign is needed on Sawyer.

Update on Project with Trees for Houston

Ms. Weesner and Mr. Andoni P. Vossos reported that trees will be delivered and planted in November and answered the Board’s questions.

Consider preparation of RFQ/RFP for Pedestrian and Bike Infrastructure Evaluation, Mobility Planning and Project Prioritization Recommendations

Ms. Weesner reported that the RFP for the Pedestrian and Bike Infrastructure will be discussed at the next Project Committee. This matter was deferred.

2019 LEGISLATIVE UPDATE ITEMS RELEVANT TO TIRZ AND REDEVELOPMENT AUTHORITIES

The Board recognized Mr. Lord who provided an outline of previous and current legislative updates that impact TIRZ and Redevelopment Authorities.

EXECUTIVE SESSION

There was no executive session for the month.

ITEMS FOR NEXT MEETING

There were no items mentioned for the next meeting.

[THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK]

Meeting minutes were approved and executed on October 16, 2019.


Secretary