

**MINUTES OF REGULAR MEETING  
OF  
DOWNTOWN REDEVELOPMENT AUTHORITY**

November 12, 2013

The Board of Directors (the "Board") of Downtown Redevelopment Authority (the "Authority") convened in regular session, open to the public, at the offices of Houston Downtown Management District, on the 12th day of November, 2013, and the roll was called of the duly constituted officers and members of the Board, to-wit:

F. Xavier Pena	Chair
Curtis B. Lampley	Vice-Chair
Deborah Keyser	Secretary
Curtis Flowers	Treasurer/Investment Officer
Michele Sabino	Director
Keith Edward Hamm	Director
Barry Mandel	Director
James Harrison	Director

and all of said persons were present except Directors Lampley and Flowers, thus constituting a quorum.

Also present were: Bob Eury, Executive Director and Brianna Garner, Administrative Assistant of the Authority; Clark Lord of Bracewell & Giuliani LLP; Ralph De Leon and Jennifer Curley of the City of Houston; George Baugh of George Baugh III & Company; Lonnie Hooeboom, Brett Debord, and Marisol Valero of Houston Downtown Management District; Jackie Traywick of Central Houston, Inc.; Linda Trevino of METRO; Ian Rosenberg and Anne Olsen of the Buffalo Bayou Partnership, Angus Hughes of 412 Main LP; and Captain Larry Satterwhite and Michelle Chavez of the Houston Police Department.

**DETERMINE QUORUM; CALL TO ORDER**

Chair Pena noted that a quorum was present and called the meeting to order.

**INTRODUCTION OF GUESTS AND PUBLIC COMMENTS**

Chair Pena requested all meeting attendees to briefly introduce themselves and welcomed all. He introduced the Board's newest Director, James Harrison.

**APPROVE MINUTES OF PREVIOUS MEETINGS**

The Board considered approving the minutes of September 10, 2013. Following discussion of minor punctuation errors, upon a motion made by Director Sabino and seconded

by Director Mandel, the Board voted unanimously to approve the minutes of September 10, 2013, contingent upon editing the discussed errors.

## **FINANCIAL REPORT**

### **Check Register**

Ms. Traywick reported that the expenditures listed on the check register were reoccurring operating expenses and anticipated expenses for approved projects and recommended full approval by the Board.

Following discussion, upon a motion made by Director Mandel and seconded by Director Hamm, the Board voted unanimously to approve the check register and ratify all expenses.

### **First Quarter Financial and Investment Reports**

Mr. Baugh presented the financial statements and investment reports for the first quarter ending September 30, 2013. Upon a motion made by Director Keyser and seconded by Director Mandel, the Board voted unanimously to approve the First Quarter Financial and Investment Reports as presented.

## **MUNICIPAL SERVICES/HPD OVERTIME PROGRAM**

Captain Satterwhite presented the municipal services report and provided an overview of the criminal statistics within the Central Business District, as well as programming efforts and expenses. Captain Satterwhite reported the program is increasing its arrests, as well as the officers' patrolling to every hour. Captain Satterwhite addressed Director Keyser's concern regarding panhandling near outdoor cafes.

## **HISTORIC PRESERVATION PROGRAM REQUESTS**

### **International Coffee Building Increase Funding Request**

Mr. Eury provided an overview of the Authority's involvement with the project and informed the Board that the previous construction cost proposal in 2009 had drastically increased. Director Keyser stated the increase funding request in the amount of \$117,397 had been vetted and approved by the Economic Development Committee (the "EDC").

Following discussion, Director Mandel moved that the Board approve an amendment of the prior authorization to reflect an amount not exceed \$913,077 in FY15 and the execution of the necessary agreements by the appropriate officers of the Authority. Director Hamm seconded and the motion carried unanimously.

#### 412 Main Street Restructure Funding Request

Mr. Eury provided a brief history of the project and presented the request to restructure the reimbursement grant and amend its conditions, such that the developer is not able to finance the project with the approved reimbursement conditions. Director Keyser informed the Board the project resides in a City-designated Historic District, which will offer the property the same protection as a Protected Landmark Status. She stated the restructure funding request had been vetted and approved by the EDC.

Following discussion, Director Sabino moved that the Board amend the prior authorization to reflect an amount not to exceed \$800K (FY14), \$500K (FY15) and \$204,660 (FY16) for a total grant of \$1,504,660; and the execution of the necessary agreements by the appropriate officers of the Authority. Director Hamm seconded and the motion carried unanimously.

#### **CAPITAL IMPROVEMENT PROJECTS**

##### Shopping District Improvements Update

Mr. Hoogeboom informed the Board that the engineer and landscape architects are conducting a survey in the Shopping District. Street improvement recommendations will be presented to the Board in January, 2014.

##### Main Street Corridor E/W Improvements Project Update

Mr. Debord informed the Board that the project has reached substantial completion. The City will complete its final inspection by the end of November.

##### Main Street Corridor Improvement Update

Mr. Hoogeboom provided a brief project status update regarding the three day charrette held the previous week. A joint Board of Directors meeting between the Authority and the Houston Downtown Management District (the District) was held to discuss the consultants' design models. The consultants will report back to the Authority Board in mid-January, which will precede a public meeting to announce the conceptual project plan.

#### **PARKS, PLAZA & RECREATIONAL FACILITIES**

##### Southern Downtown Improvements Plan Development

Mr. Hoogeboom informed the Board the District's Board approved Asakura Robinson Company to provide design master planning for the project. The project entails public realm improvements and plans for future public parks in southern downtown, with boundaries

overlapping southern Main Street. Mr. Hoogeboom informed the Board of an upcoming Planning and Design Public Workshop and the Authority's Board is invited to participate.

### **THEATRE DISTRICT IMPROVEMENTS**

Mr. Eury informed the Board the District has chosen Houston First Corporation as the master plan consultant for the project.

### **OTHER BUSINESS**

#### **Project Status Report**

Mr. Eury reported 1111 Rusk is experiencing difficulty in obtaining power to the building. There were no significant progress on other projects and Mr. Eury addressed questions.

#### **Retail Taskforce Update**

Mr. Eury stated there were no Retail Taskforce updates at this time.

#### **Personnel Committee Report**

Director Sabino informed the Board Ms. Derby intends to resign as Director of the Authority in December of this year. The Authority and its Personnel Committee will be searching for a new Director. The Authority staff will host a farewell gathering for Ms. Derby in the near future, invitations will be sent out.

### **NEXT MEETING**

Chair Pena reported that the Board will not meet in December 2013. The 2014 Board and Committee Meeting dates were announced.

### **ADJOURNMENT**

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

*[Signature page follows]*



Secretary, Board of Directors

