

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

June 10, 2014

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 10th day of June, 2014, and the roll was called of the duly constituted officers and members of the Board, to-wit:

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

and all of said persons were present except Directors Garcia and Harrison, thus constituting a quorum.

Also present were: Bob Eury, President, Ryan Leach, Executive Director, and Brianna Garner, Administrative Assistant of the Authority; Jackie Traywick and Algenita Scott Davis of Central Houston, Inc.; Lonnie Hoogeboom of Houston Downtown Management District (HDMD); Clark Lord of Bracewell & Giuliani LLP; Ralph De Leon of the City of Houston; Lieutenant Minh Tran and Officer Catherine MacElroy of the Houston Police Department, Don Huml of TIRZ #17; Anoy Mac Phillimye of TIRZ #5, John Harris of Houston First, Bob Fretz of Byrd's Lofts, and Paul Brown.

**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.

**APPROVE MINUTES OF PREVIOUS MEETINGS**

The Board considered approving the minutes of May 13, 2014. Following discussion, upon a motion made by Director Sabino and seconded by Director Mandel, the Board voted unanimously to approve the minutes of May 13, 2014.

## **FINANCIAL REPORT**

### **Check Register**

Jackie 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 Flowers and seconded by Director Hamm, the Board voted unanimously to approve the check register and ratify all expenses.

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

Lieutenant Tran 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.

## **HISTORIC PRESERVATION IMPROVEMENTS**

### **Byrd's Lofts Windows**

By authority granted under Texas Government Code §551.071 and §551.087, Chair Pena deferred discussion until Executive Session later on the agenda.

## **CAPITAL IMPROVEMENT PROJECTS**

### **Spotts Park**

Lonnie Hoogeboom presented a City project to the Board. The proposed hike and bike trail will provide connectivity to the Buffalo Bayou trail system. The Economic Development Committee (EDC) asked Authority staff to gather more information regarding the price of the project. Staff developed a recommended alignment, a schematic section, and a preliminary budget, estimated at \$265,000. The City's original request was for \$250,000.

Following discussion, the Board made no motion at this time. The Authority's Fiscal Year 2015 budget has been changed to reflect the updated cost estimate for City submission.

## **STREETSCAPE ENHANCEMENT PROJECT**

### **Main Street Brick Pavers**

Lonnie Hoogeboom explained to the Board that in February of this year, they had authorized \$125K for sidewalk improvements around SkyHouse under the Main Street Corridor Improvement Project. The current request to add \$25,000 reflects the addition of brick pavers to the concrete around SkyHouse.

Following discussion, Director Mandel made a motion to approve the amendment of the prior authorization to grant the expenditure request in an amount not to exceed \$25,000; and execution of necessary agreements by the appropriate officers of the Authority. Director Mandel seconded and the motion passed unanimously.

## **OTHER BUSINESS**

### **Discussion of TIRZ #3 Boundaries**

By authority granted under Texas Government Code §551.071 and §551.072, Chair Pena deferred discussion until Executive Session later on the agenda.

### **Personnel Report**

Ryan Leach announced to the Board that Brianna Garner will be resigning as Administrative Assistant in August and will be attending Graduate School. The Authority Staff has been accepting applications for a replacement.

### **Project Status Report**

Mr. Leach provided a brief status update of ongoing projects. He noted JW Marriot will undergo its 75% inspection later this week.

## **EXECUTIVE SESSION**

The Board went into Executive Session at 1:19 PM pursuant to Sections §551.071, §551.072, and §551.087 of the Texas Government Code. Present for the Executive Session were the following: all present Board members noted in these minutes, Mr. Clark Lord, Mr. Bob Eury, Mr. Ryan Leach, Ms. Brianna Garner, and Mr. Ralph De Leon.

**RECONVENE IN OPEN SESSION AND TAKE ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION**

The Board reconvened in open session at approximately 2:21 PM.

Director Sabino made a motion to approve the Byrd's Lofts Windows grant in the amount of up to \$119,000 for historic façade preservation improvements necessary for the restoration of the building facade, and the execution of all necessary documents by the appropriate officers of the Authority to document the terms and conditions of the grant, and the Authority's policy guidelines for the grant and future grants. Director Curtis seconded and the motion carried unanimously.

**NEXT MEETING**

Tuesday, August 12 at noon.

**ADJOURNMENT**

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

*[Signature page follows]*

  
Secretary, Board of Directors

