

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

December 14, 2016

The Board of Directors (the "Board") of Reinvestment Zone Number Three, City of Houston (the "Zone") convened in regular session, open to the public, at the offices of the Houston Downtown Management District, on the 14<sup>th</sup> day of December, 2016, and the roll was called of the duly constituted officers and members of the Board, to-wit:

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

and all of said persons were present except Director Austin, Director Garcia, Director Sabino and Treasurer/ Investment Officer Flowers, thus constituting a quorum.

Also present were Bob Eury, President, Ryan Leach, Executive Director, and Aidé Meza, Administrative Assistant of the Zone; Algenita Scott Davis and Ty Tabing of Central Houston, Inc. (CHI); Brett DeBord, Joe Maxwell and Angie Bertinot of the Houston Downtown Management District (HDMD); Captain Mike Skillern of the Houston Police Department (HPD); Jennifer Curley of the City of Houston (COH); and Jonathan Newport of Houston First Corporation.

**INTRODUCTION OF GUESTS AND PUBLIC COMMENTS**

Chair Peña requested all meeting attendees briefly introduce themselves and welcomed all. However, he noted that a quorum was not present so the meeting began with updates that did not require Board action.

**MUNICIPAL SERVICES**

**HPD Overtime Program Report - November 2016**

Captain Skillern (HPD) introduced the monthly discussion of HPD's Downtown Division and presented the overtime report for the month of November 2016. The report included detailed descriptions of all HPD overtime programs including CBD civility, bike patrol, Main Street/ GreenStreet, supplemental staffing, tactical unit, differential response team, HOT team, crime prevention unit and bike administration and training unit. It also included a running total of monthly expenditures and the programs' overall crime highlights for the area during patrol hours.

No action was required.

**RETAIL UPDATE**

Ms. Bertinot (HDMD) presented a detailed update on upcoming and planned retail near the George R. Brown Convention Center improvements on Avenida De Las Americas and at the Marriott Marquis hotel. A few of the restaurant developments include Grotto, Bud's Pitmaster BBQ and B&B Restaurant, among other concepts. ADLA is set to transform into a walkable, pedestrian friendly plaza that will connect visitors to the surrounding attractions. In addition to restaurant offerings, ADLA will

feature unique art installations and programmed events. Pop up restaurants near Discovery Green are also planned for the Super Bowl and beyond. Other notable mentions included the opening of Craft Beer Cellar on the 900 block of Franklin, Local Foods in the ground-level retail space at Byrds' Lofts and a new French bistro which is in the works at One Park Place.

No action was required.

### **DETERMINE QUORUM; CALL TO ORDER**

Chair Peña noted that quorum was present and called the rest of the meeting to order at 12:20 p.m.

### **MINUTES OF PREVIOUS MEETINGS**

The Board considered approving the minutes of the previous meetings. Following discussion, upon a motion made by Secretary Keyser and seconded by Director Mandel, the Board voted unanimously to approve the minutes of November 8, 2016.

### **FINANCIALS**

#### **Check Register - November 2016**

Mr. Leach (Zone) provided an overview of the operating and 2015 bond account check register for November 2016. He reported the expenditures listed on the check register were reoccurring operating and capital project expenses and recommended full approval by the Board.

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

### **CAPITAL IMPROVEMENT PROJECTS**

#### **Allen Parkway Improvements**

Mr. Leach (Zone) introduced a discussion regarding the status of Allen Parkway and other capital improvement projects. Mr. Leach directed the discussion to the request regarding reallocation of necessary funds to cover the remaining costs of the Allen Parkway Improvements project. Mr. DeBord (HDMD) presented the financials for all three projects and answered questions for the Board. Director Mandel offered the Capital Projects Committee's recommendation for full Board approval of the request.

Following much discussion, upon a motion made by Secretary Keyser and seconded by Vice Chair Hamm, the Board voted unanimously to authorize the reallocation of necessary funds to cover the remaining costs of the Allen Parkway Improvements project by Zone staff.

### **OTHER BUSINESS**

#### **Project Status Report**

Mr. Leach (Zone) provided a brief status update of all active and ongoing projects.

No action was required.

### **NEXT MEETING**

Chair Peña announced that the next Board of Directors meeting is scheduled for January 10, 2017 at 12:00 p.m. at the regular meeting location and that next year's meeting schedule was included with this meeting's agenda.

**ADJOURNMENT**

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

*[Signature follows]*

  
Secretary, Board of Directors