

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

October 13, 2020

The Board of Directors (the "Board") of the Tax Increment Reinvestment Zone Number Three (the "Zone") convened in regular session, open to the public, virtually, on the 13<sup>th</sup> day of October, 2020, and the roll was called of the duly constituted officers and members of the Board, to-wit:

Curtis Flowers	Chair
Michele Sabino	Vice Chair
Barry Mandel	Secretary
Bruce Austin	Director
Regina Garcia	Director
Keith Hamm	Director
James Harrison	Director
Sherman Lewis	Director
William Kennerly	Director

and all of said persons were present except Directors Kennerly and Lewis, thus constituting a quorum.

Also present were Bob Eury, President of the Zone, J. Allen Douglas, Executive Director of the Zone, and Virginia Oviedo ("Zone"); Marie Hoke Fish, Jamie Perkins, Robert Pieroni and Jackie Traywick of Central Houston, Inc. ("CHI"); Angie Bertinot, Brett DeBord and Lonnie Hoogeboom of the Houston Downtown Management District ("District"); Algenita Davis (Consultant to the Zone); Lisa Duffy of the City ("COH"); Lieutenants Clifton Holloway and James Iglinsky of the Houston Police Department ("HPD"); Clark Lord of Bracewell, LLP ("Bracewell"); and Alyssa Hill of Carr, Riggs & Ingram, LLC (CRI).

**DETERMINE QUORUM; CALL TO ORDER**

Chair Flowers requested a roll call, established quorum, and called the meeting to order at 12:05 PM.

**INTRODUCTION OF GUESTS AND PUBLIC COMMENTS**

Chair Flowers noted, for the record, that under rules set forth by the State of Texas permitting these Board Meetings to proceed virtually, we are obligated to record each meeting, therefore, this meeting is being recorded.

**MINUTES OF PREVIOUS MEETINGS**

The Board considered approving the minutes of the August 11, 2020 joint meeting. No discussion took place. Upon a motion made by Vice Chair Sabino and duly seconded by Secretary Mandel, the Board voted unanimously to approve the minutes of the August 11, 2020 joint meeting as presented.

**MUNICIPAL SERVICES SUPPLEMENTAL FUNDING**

**HPD Overtime Report**

Chair Flowers called on HPD to begin the presentation for this item. Lieutenant Iglinsky and Lieutenant Holloway, both with HPD, introduced themselves. Lt. Iglinsky began the presentation by reviewing programs and initiatives in place during the third quarter of 2020. He spoke on the homeless encampments, which is one of the primary targeted areas in Downtown Houston. Lt. Iglinsky continued on to mention recent notable crimes, statistics and initiatives for specialized units, and budget.

## **FINANCIALS**

### **Check Registers – August and September 2020**

Chair Flowers called on Jackie Traywick (CHI) to provide an overview of the operating check registers for the month of August and September 2020. Ms. Traywick reviewed the August check register and highlighted the labor expenses for Bagby Street Improvement Project, auditor expenses, DLI Program reimbursements and the salary reimbursement for Central Houston, Inc. She continued with the September check register, and noted that September was a low spending month with the biggest expense being the Bagby Street Improvement Project. Questions were asked and answered, discussion ensued.

### **Q1 FY21 Financial Statements and Investment Report**

Ms. Traywick moved on to financial statements for 1Q20. Ms. Traywick overviewed the amount of operating cash on hand and noted amounts set aside for debt service, and investments. Revenue and project costs were the final portion of the statements reviewed by Ms. Traywick in detail. Questions were asked and answered, discussion ensued.

Ms. Traywick moved on to the investment report, noting the amount of interest expenses compared to prior years is low, due to the decline in interest rates. She also stated interest is still being earned for the operating account. Debt service reserve investments and pledged funds were also briefly reviewed. Questions were asked and answered. No action was required for financial statements and investment report.

### **Draft of FY20 Audit Report**

Ms. Traywick continued on to the FY20 Audit Report Draft prepared by Carr, Riggs and Ingram, LLC. Ms. Traywick briefly reviewed the audit report and noted the Budget and Finance Committee had authorized a recommendation to the Board for approval of the FY20 audit report as presented. No questions were asked and answered.

Upon a motion duly made by Secretary Mandel and seconded by Director Hamm, the Board voted unanimously to approve the drafted FY20 audit report as presented.

## **SOUTHERN DOWNTOWN PARK: CONSTRUCTION PROPOSALS**

Chair Flowers called on Allen Douglas (Zone) to introduce discussion on this item. Mr. Douglas began by reviewing the construction bid process prior to this month and concluded with updating the Board with the decision to put the project up for rebidding. Questions were asked and answered. Discussion ensued. No action was required.

## **OTHER BUSINESS**

### **Investment Officer Selection**

Chair Flowers moved the Investment Officer Selection up in the interest of time. Mr. Douglas gave a brief overview of Director Hamm's tenure as a member of the Zone. Board Chair Flowers formally appointed Director Hamm as the new Treasurer/Investment Officer of the Zone.

Upon a motion duly made by Vice Chair Sabino and seconded by Director Harrison, the Zone voted unanimously to approve Director Hamm's appointment as Treasurer/Investment Officer of the Zone.

## **NORTH HOUSTON HIGHWAY IMPROVEMENT PROJECT (NHHIP)**

### **Update Presentation**

Chair Flowers called on Vice Chair Sabino to act as Chair for the remainder of this Board Meeting. Chair Flowers then excused himself from the meeting. Vice Chair Sabino called on Marie Hoke Fish (CHI) to begin the presentation on the NHHIP. Mrs. Hoke Fish began by thanking the Board for attending. She then discussed requests submitted during the Segment 3 workshops, which were categorized into connectivity, housing, right-of-way, among several other categories. Planned developments were overviewed in detail in the various areas throughout the Greater Houston Area for this project. Questions were asked and answered, discussion ensued. No action was required.

### **OTHER BUSINESS**

#### **Project Status Report**

Vice Chair Sabino called on Mr. Douglas to present this month's project status report of current projects within the Zone's boundaries. Questions were asked and answered, discussion ensued. No action was required.

### **NEXT MEETING**

Mr. Douglas announced that the next full Board of Directors Meeting will be held virtually and is scheduled for November 10, 2020 at 12:00 PM. The Economic Development Committee Meeting is tentatively scheduled for October 23, 2020, at 12:00 PM, and the Capital Projects Committee Meeting is tentatively scheduled for October 28, 2020, at 12:00 PM.

### **ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 1:33 PM.



Barry Mandel, Secretary  
Tax Increment Reinvestment Zone Number  
Three (Zone)