

**LAKE HOUSTON REDEVELOPMENT AUTHORITY**

---

**JOINT MEETING OF THE BOARDS OF DIRECTORS**

**DECEMBER 9, 2021**

**BOARD PACKET**

---

**REINVESTMENT ZONE NUMBER TEN**

**CITY OF HOUSTON, TEXAS**

AGENDA FOR MEETING OF THE BOARD OF DIRECTORS  
LAKE HOUSTON REDEVELOPMENT AUTHORITY  
REINVESTMENT ZONE NUMBER TEN, CITY OF HOUSTON, TEXAS (LAKE HOUSTON ZONE)

Notice is hereby given that the Board of Directors of Lake Houston Redevelopment Authority (Authority), and Tax Increment Reinvestment Zone Number Ten, Lake Houston Zone (Zone), will hold a joint meeting on **Thursday, December 9, 2021**, at 8:00 a.m., at the Kingwood Community Center, 4102 Rustic Woods Drive, Kingwood, Texas 77345, and is open to the public, to consider, discuss and adopt such orders, resolutions or motions, and take direct or indirect actions as may be necessary, convenient, or desirable with respect to the following matters:

1. Establish quorum and call to order.
2. Approve minutes from last meeting.
3. Comments from Council District E, Mayor Pro Tem Dave Martin.
4. Receive public comment.
5. Financial and bookkeeping matters, including Financial Report and approving the payment of bills.
6. Consider Engagement Agreement with Masterson Advisors LLC to provide continuing disclosure services related to Series 2001 Bonds.
7. HNTB Report on Northpark Drive Overpass (T-1013) Project, including approving task orders, pay estimates, change orders, and final acceptance.
8. HNTB Report on Northpark Drive Reconstruction (T-1014) Project, including approving task orders, pay estimates, change orders, and final acceptance.
9. Receive presentations, reports, or updates from the Directors, consultants, City of Houston Staff, or others regarding development in the Authority and the Zone and implementation of Project Plan and Reinvestment Zone Financing Plan.
10. Discuss meeting schedule including date and time of next meeting for **February 10, 2022, at 8:00 a.m.**
11. Convene in Executive Session pursuant to section 551.087, Texas Government Code, to discuss economic development matters of the Zone.
12. Reconvene in Open Session and authorize appropriate action regarding economic development negotiations.
13. Adjourn.

  
\_\_\_\_\_  
Ralph De Leon, Administrator for the Authority

An electronic copy of the Agenda and Board Packet can be found at: [info@lhra.com](mailto:info@lhra.com)

TAB

TWO

LAKE HOUSTON REDEVELOPMENT AUTHORITY AND  
TAX INCREMENT REINVESTMENT ZONE NUMBER TEN,  
CITY OF HOUSTON, TEXAS  
JOINT BOARD OF DIRECTORS MEETING

November 18, 2021

The Board of Directors (the “Board”) of both the Lake Houston Redevelopment Authority (the “Authority”) and the Tax Increment Reinvestment Zone Number Ten, City of Houston, Texas (the “Zone”) met at 8:00 a.m., at the Kingwood Community Center, 4102 Rustic Woods Drive, Kingwood, Texas 77345, and was open to the public, to consider, discuss and adopt such orders, resolutions or motions, and take direct or indirect actions as may be necessary, convenient, or desirable with respect to the following matters:

Kimberly Brusatori	Position 1
Jeffery Nielsen	Position 2, Assistant Secretary
Philip Ivy	Position 3, Vice Chair
Tom Broad	Position 4, Secretary
Stan Sarman	Position 5, Chairman
Nolan Correa	Position 6
Dr. Martin Basaldua	Position 7

and all of the above were present except Director Ivy, thus constituting a quorum.

Also attending the meeting were, Mayor Pro-Tem Dave Martin, Jessica Beemer, and Jennifer of the City of Houston (the “City”), Bruce Olson, *The Tribune*; Ralph De Leon of TIFWorks, LLC; Joel Salinas of HNTB Corporation (“HNTB”); Mark Arnold and Kelly Cashman of Hunton Andrews Kurth LLP (“HAK”); Adam Kupstas of Kingwood Place West Community Association.

- 1. Establish quorum and call to order.** Chairman Sarman conducted a roll call of Board Members present and called the meeting to order at 8:00 a.m.
- 2. Approve minutes from last meeting.** After review and discussion, Director Broad motioned to adopt the minutes from the August 12, 2021 Board of Directors meeting, which was seconded by Director Neilson, and which passed by unanimous vote.
- 3. Comments from Council District E, Mayor Pro Tem (“MPT”) Dave Martin.** MPT Martin reported on status of negotiations with Landmark Industries related to right-of-way acquisition needed for the T-1013 Project. Additionally, MPT encouraged the Authority to continue on-going efforts towards proceeding with the project.
- 4. Receive public comment.** There were no public comments.

# DRAFT

5. **Financial and bookkeeping matters, including Financial Report and payment of bills.** Mr. De Leon provided an overview of expenditures over the prior period consisting predominantly of right-of-way acquisition matters related to the T-1013 Project and Tax Year 2020 Developer Reimbursement payments. After review and discussion Director Broad motioned to accept the Financial Report, ratify payment of invoices made during the previous periods, and authorize payment of Invoices presented at the November 18, 2022 Board meeting, which was seconded by Director Correa and passed by unanimous vote.
6. **Engagement Agreement McCall Gibson Barfoot PLLC realed to Agreed Upon Procedures Report for updated balances of amounts due to Developers.** Mr. De Leon provided an update on currently outstanding developer debt. After review and discussion Director Broad motioned to approve the Engagement Agreement with McCall Gibson Barfoot PLLC, which was seconded by Director Balsadua and which passed by unanimous vote.
7. **HNTB Report on Northpark Drive Overpass (T-1013) Project, including approve task orders, pay estimates, change orders, and final acceptance.** Mr. Salinas of HNTB reported that TxDOT has approved the Construction Plans, Harris County Flood Control District has issued a Letter related to the Dainage Study, and HNTB has received a letter of No Objection from Williams Gas PipelineTransco related to a pipeline easement that crosses Northpark Drive. Plan approvals from Montgomery County, City of Houston and Union Pacific Rail Road remain outstanding at this time. Director Sarman and MPT discussed the possibility of phasing the project for the purposed of bidding beginning on the eastern end of the project and/or breaking the project into two separate bid packages.
8. **HNTB Report on Northpark Drive Reconstruction (T-1014) Project, including approve task orders, pay estimates, change orders, and final acceptance.** Mr. Salinas reported the hydraulic analysis needed for the roadway crossing at Ben's Branch and the roadway geometrics analysis was nearing completion. Director Sarman commented that once the preliminary engineering process is completed the Authority would to conduct a public meeting to receive comments from the Kingwood community related to the engineers recommendations.
9. **Receive presentations, reports, or updates from the Directors, consultants, City of Houston staff, or others regarding development in the Authority and the Zone and implementation of Project Plan and Reinvestment Zone Financing Plan.**
10. **Discuss meeting schedule including date and time of next meeting for December 9, 2021, at 8:00 a.m.** No action was taken.
11. **Convene in Executive Session pursuant to section 551.087, Texas Government Code, to discuss economic development matters of the Zone.** The Board did not convene into Executive Session.
12. **Reconvene in Open Session and authorize appropriate action regarding economic development negotiations.** No action was taken.

# DRAFT

13. **Adjourn.** At 8:50 a.m, Director Broad motioned to adjourn, which was seconded by Director Brusatori, and which passed unanimously.

TAB

FIVE

**Lake Houston Redevelopment Authority**  
**Unpaid Bills Detail**  
As of December 2, 2021

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Open Balance</u>
<b>HNTB Corporation</b>				
Bill	10/22/2021	009-65885-PL-003	Northpark Project Management TO4 - \$942,348.45	22,791.84
Bill	10/22/2021	009-65885-DS-002	Northpark East Final Design - \$2,855,863.69	13,524.30
Bill	10/22/2021	022-65885-PL-001	Northpark Project On Call Eng- \$55,000 Contract	1,619.04
Total HNTB Corporation				37,935.18
<b>Hunton Andrews Kurth LLP</b>				
Bill	10/31/2021	131784614	Legal services - Oct 2021 (Parcel 20)	1,723.00
Bill	10/31/2021	131784619	Legal services - Oct 2021 (Parcel 9)	6,092.70
Bill	10/31/2021	131784618	Legal services - Oct 2021 (Parcel 10)	4,222.36
Bill	10/31/2021	131784620	Legal services - Oct 2021 (Parcel 1A)	7,501.06
Bill	10/31/2021	131784611	Legal services - Oct 2021 (Parcel 4)	3,638.90
Bill	10/31/2021	131784615	Legal services - Oct 2021 (Parcel 7)	2,708.22
Bill	10/31/2021	131784609	Legal services - Oct 2021 (Parcel 14)	1,523.00
Bill	10/31/2021	131784608	Legal services - October 2021	18,055.00
Bill	10/31/2021	131785070	Legal services - Oct 2021	525.00
Total Hunton Andrews Kurth LLP				45,989.24
<b>TIFWorks LLC</b>				
Bill	11/30/2021	Work Order 68	Services for November 2021	11,430.00
Total TIFWorks LLC				11,430.00
<b>TOTAL</b>				<b>95,354.42</b>



TAB

SIX