

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

January 12, 2021

The Board of Directors (the "Board") of the Downtown Redevelopment Authority (the "Authority") convened in regular session, open to the public, virtually, on the 12<sup>th</sup> day of January, 2021, 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 Lewis and Mandel, thus constituting a quorum.

Also present were Bob Eury, President of the Authority, J. Allen Douglas, Executive Director of the Authority, and Virginia Oviedo ("Authority"); Marie Hoke Fish, Jamie Perkins, Robert Pieroni and Jackie Traywick of Central Houston, Inc. ("CHI"); Angie Bertinot, Brett DeBord and Lonnie Hooageboom of the Houston Downtown Management District ("District"); Algenita Davis (Consultant to the Authority); Clark Lord of Bracewell, LLP ("Bracewell"); Linda Trevino of METRO; Brian Jackson of City of Houston ("City"); Lt. Holloway and Sgt. Espinoza of Houston Police Department ("HPD"); and Monica Aizpurua of Binkley & Barfield, Inc. ("B&B").

**DETERMINE QUORUM; CALL TO ORDER**

Chair Flowers requested a roll call, established quorum, and called the meeting to order at 12:06 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. He followed by requesting guests introduce themselves.

**MINUTES OF PREVIOUS MEETINGS**

The Board considered approving the minutes of the November 10, 2020 joint meeting. No discussion took place. Upon a motion made by Director Austin and duly seconded by Director Garcia, the Board voted unanimously to approve the minutes of the November 10, 2020 joint meeting as presented.

**FINANCIALS & ADMINISTRATION**

**Check Registers – November & December 2020**

Chair Flowers called on Jackie Traywick (CHI) to provide a brief overview of the November's check register. December's check register will be reviewed at next month's meeting of the Authority as this item was incomplete at this time. No questions were asked. No action was required.

### Administrative Policies & Procedures Annual Review

Chair Flowers called on Executive Director Douglas to introduce discussion on this item. He briefly overviewed the changes to the policies & procedures, specifically Section 15. Questions were asked and answered.

Upon a motion duly made by Director Harrison and seconded by Vice Chair Sabino, the Board voted unanimously to approve the draft of the Downtown Redevelopment Authority's Administrative Policies and Procedures Manual, as presented January 12, 2021.

### **MUNICIPAL SERVICE**

#### HPD Overtime Program Report – October, November, December 2020

Chair Flowers called on Lt. Holloway (HPD) to introduce the discussion on the HPD Overtime Program. Lt. Holloway presented the reports for October 1 to December 31, 2020. The reports provided an overview of expenditures and highlighted the current programs. Questions were asked and answered. No action was required.

#### Homeless Outreach Team Report

Chair Flowers called on Sgt. Espinoza (HPD) to present the Homeless Outreach Team Report from October 1 to December 31, 2021. Questions were asked and answered. No action was required.

### **2020-2021 PROJECT STATUS REPORTS**

Executive Director Douglas introduced discussion on this item by overviewing the purpose of this segment.

#### North Houston Highway Improvement Project/FEIS Update

Chair Flowers called on Marie Hoke Fish (CHI) to provide an update on the North Houston Highway Improvement Project/FEIS. Questions were asked and answered. No action was required.

#### Downtown Launchpad Update

Chair Flowers called on Robert Pieroni (CHI) to provide an update for Downtown Launchpad.

#### Downtown Living Initiative Update

Mr. Pieroni continued onto this segment, briefly reviewing financial and occupancy metrics of the previous year for corresponding Downtown Living Initiative Projects. No questions were asked. No action was required.

#### Bagby Street Improvement Project Update

Executive Director Douglas briefly discussed the updated timeline for this project and memorandums previously shared with the City of Houston offices. No questions were asked. No action was required.

#### Southern Downtown Park Update

Chair Flowers called on Lonnie Hoogeboom (HDMD) to present an update for Southern Downtown Park. Questions were asked and answered. No action was required.

### Buffalo Bayou Park Downtown Trails Update

Executive Director Douglas briefly provided detailed discussion on photo updates sent by Buffalo Bayou Partnership. Questions were asked and answered. No action was required.

### PostHTX Update

Executive Director Douglas continued onto providing a brief update and detailed discussion on PostHTX photos from current construction photos and schematics. No questions were asked. No action was required.

### Lynn Wyatt Square Update

Executive Director Douglas completed this segment of the agenda by discussing updated renderings and timeline of Lynn Wyatt Square, provided by Houston First Corp. Questions were asked and answered. No action was required.

## **OTHER BUSINESS**

Due to time constraints, the two items included in the Other Business Section, 2021 Meeting Dates and 2021 Committee Assignments, will be reviewed at the February meeting. There were no objections. Executive Director Douglas proposed rescheduling February's Meeting of the Authority to a week later. There were no objections.

## **NEXT MEETING**

Executive Director Douglas formally announced that the next full Board of Directors Meeting is now scheduled for February 16, 2021, at noon. He added that the Capital Projects Committee is tentatively scheduled for January 27, 2021, at noon, and the Economic Development Committee is scheduled for January 22, 2021, at noon.

## **ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 1:36 PM.

DocuSigned by:

*Barry Mandel*

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Barry Mandel, Secretary  
Downtown Redevelopment Authority (Authority)