

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

November 9, 2021

The Board of Directors (the "Board") of the Downtown Redevelopment Authority (the "Authority") convened in regular session, open to the public, in-person inside Exchange Conference Room A, Lyondell Basell Tower, located at 1221 McKinney Street, Houston, TX 77010, on the 9<sup>th</sup> day of November 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
Keith Hamm	Treasurer
Bruce Austin	Director
Regina Garcia	Director
James Harrison	Director
Sherman Lewis	Director
William Kennerly	Director

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

Also present were Kristopher Larson, President of the Authority, J. Allen Douglas, Executive Director of the Authority, and Yeneby Angeles of the Authority ("Authority"); Jana Gunter, Jamie Perkins, Robert Pieroni, and Jackie Traywick of Central Houston, Inc. ("CHI"); Brett DeBord of the Houston Downtown Management District ("District"); Algenita Davis (Consultant to the Authority); Clark Lord of Bracewell LLP ("Bracewell"); and Brian Jackson of the City of Houston ("City").

**DETERMINE QUORUM; CALL TO ORDER**

Chair Flowers requested a roll call, established quorum, and called the meeting to order at 12:03 PM.

**INTRODUCTION OF GUESTS AND PUBLIC COMMENTS**

Chair Flowers requested all meeting attendees briefly introduce themselves and welcomed all. Jackie Traywick introduced the new Finance Director, Jana Gunter. Ms. Gunter briefly spoke about herself and her background.

**MINUTES OF PREVIOUS MEETINGS**

The Board considered approving the minutes of the October 12, 2021 joint meeting. No discussion took place. Upon a motion made and seconded, the Board voted unanimously to approve the minutes of the October 12, 2021 joint meeting as presented.

**FINANCIALS & ADMINISTRATION**

**Check Registers – November 2021**

Chair Flowers called on Ms. Traywick (CHI) to present the check registers for the prior month. Ms. Traywick reviewed the November 2021 checks registered with the Board. No questions were asked, and no action was required.

**AC HOTEL**

Chair Flowers called on Executive Director Douglas to introduce this action item. Executive Director Douglas provided a brief history on the AC Hotel and discussed the impending sale.

The authorization presented would allow the assignment of rights to all relevant agreements for the hotel building branded as "AC Hotel by Marriott" to the building's new owner, Summit Hotel Properties, Inc.; specifically, the agreements entered with Supreme Bright Houston, LLC and Supreme Bright Houston TIF, Inc. The sale is expected to close by the end of December. Questions were asked and answered.

Upon a motion duly made and seconded, the Board voted unanimously to approve the authorization allowing the assignment of rights between the parties as presented.

## **DRAFT DRA ADMINISTRATIVE POLICIES AND PROCEDURES MANUAL**

Executive Director Douglas continued by reviewing the draft of the DRA's Administrative Policies and Procedures Manual. He pointed out non-material edits proposed in the draft and requested Board approval for the adoption and revision of these edits as presented. Questions were asked and answered.

Upon a motion duly made and seconded, the Board unanimously approved the revisions presented the draft DRA Administrative Policies and Procedures Manual as presented.

### **OTHER BUSINESS**

#### **Project Status Report**

Moving on to the next agenda item, the Capital and Economic Development Projects status report, Executive Director Douglas called on Brett DeBord (HDMD) to speak about Lynn Wyatt Square and Trebly Park. Mr. DeBord provided a brief progress update on the projects. Questions were asked and answered. No action was required.

Next, Executive Director Douglas continued with updates on the remaining capital projects, which included the Trebly Park construction, as well as the Bagby Street Improvement project. Questions were asked answered. No action was required.

Then, Executive Director Douglas moved on to Economic Development section and provided updates to the Buffalo Bayou Downtown Trail East, and Post HTX projects. Next, Executive Director Douglas called on Robert Pieroni (CHI) to provide updates on the remaining Economic Development projects Amegy on Main, Gener8tor, MassChallenge, Impact Hub Houston and The Cannon. Questions were asked and answered.

Executive Director Douglas then gave brief updates on Fairfield Residential and the North Houston Highway and Improvement Project (NHHIP). Questions were asked and answered.

Finally, Brett DeBord (HDMD) shared drone footage of the latest progress of the Bagby Street Improvement Project and Trebly Park. Questions were asked and answered, no action was required.

### **FACILITATED DISCUSSION**

Chair Flowers passed this discussion to President Kristopher Larson (CHI). President Larson presented a series of questions to the Board Directors about Downtown to gain insight from the Board's view on the successes, needed improvements, and where the Authority should direct their focus going forward. Questions were asked and answered. No action was required.

### **NEXT MEETING**

Chair Flowers announced the next Board meeting is scheduled for Tuesday, December 14, 2021, at noon. The Capital Projects Committee and the Economic Development Committee was cancelled for the month of December.

### **ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 1:09 PM.

  
Barry Mandel, Secretary  
Downtown Redevelopment Authority (Authority)