

MEMORIAL-HEIGHTS REDEVELOPMENT AUTHORITY

JOINT MEETING OF THE BOARDS OF DIRECTORS

OCTOBER 22, 2020

REINVESTMENT ZONE NUMBER FIVE, CITY OF HOUSTON, TEXAS

MEMORIAL-HEIGHTS REDEVELOPMENT AUTHORITY
TIRZ NO. 5
MEETING OF OCTOBER 22, 2020

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**NOTICE OF JOINT MEETING
MEMORIAL-HEIGHTS REDEVELOPMENT AUTHORITY
AND
REINVESTMENT ZONE NUMBER FIVE, CITY OF HOUSTON, TEXAS**

**THIS MEETING WILL BE CONDUCTED BY
TELEPHONE/VIDEOCONFERENCE**

TO: THE BOARDS OF DIRECTORS OF THE MEMORIAL-HEIGHTS REDEVELOPMENT AUTHORITY AND REINVESTMENT ZONE NUMBER FIVE, CITY OF HOUSTON, TEXAS, AND TO ALL OTHER INTERESTED PERSONS:

Notice is hereby given that the Board of Directors of the Memorial-Heights Redevelopment Authority (the "Authority") will hold a telephonic/video conference joint meeting with the Board of Directors of the Reinvestment Zone Number Five, City of Houston, Texas, (the "Zone"), open to the public, at 10:00 a.m. on October 22, 2020.

To Participate by Telephone: dial [832-856-3756](tel:832-856-3756) and enter Conference ID: 647 058 514#

To Participate by Videoconference (note, link not compatible with Safari browser): [Join Microsoft Teams Meeting](#)

If participating by videoconference, downloading the Microsoft Teams app in advance of the meeting is suggested but not required.

This telephonic and video conference meeting is authorized by the suspension of certain provisions of Chapter 551, Texas Government Code, as described below. Electronic copies of the meeting materials are available at <https://memorialheightstirz5.com/meetings/> at such time as the meeting occurs or by contacting Susan Demiany at Demiany@SKLaw.us. At the meeting the following items will be considered and acted on:

1. **Minutes of previous meetings:**
 - a. Approve Authority minutes of September 24, 2020; 3
 - b. Approve Zone minutes of September 24, 2020; 9
2. **Receive comments and questions from the public;**
3. **Chair Report (Authority only);**
4. **President Report (Authority only):**
 - a. Hanover Update; 11
 - b. Cash Flow Workshop; 12-17
 - c. Update on Little Thicket Master Plan;
 - d. Storm Water Management Basics;
5. **Projects and Engineering (Authority only):**
 - a. **Receive Projects Committee Report:**
 - b. **Houston Avenue/White Oak Drive Intersection** [CIP Project T-0520]:
 - i) Update on construction matters [RAC Industries, LLC];
 - c. **Shepherd/Durham and Selected Cross Streets Reconstruction** [CIP Project T-0523A]:
 - i) Update on project development; and
 - ii) Approve Resolution Adopting Federal Highway Administration Procurement Policies and Procedures; 20
 - d. **Heights Boulevard Bicycle and Pedestrian Safety Improvements** [CIP Project T-0527]:
 - i) Update on project development; and
 - ii) Approve JJC Work Authorization T-0527 No. 1; 41-42
 - e. **North Canal Project** [CIP Project T-0525]:
 - i) Update on project development;
 - f. **West Dallas Restriping Project** [CIP Project T-0528];
 - i) Update on project development;
 - g. **Trail Segment between White Oak Bayou and Memorial Park** [CIP Project T-0530];
 - i) Update on project development;
 - h. Approve related pay estimates or change orders, or other design, construction, or management contract administration items, and authorize other appropriate action;

6. **Adopt FY 2021 budget [confirm COH approval]; 43**
7. **Financial matters** (*Authority only*):
 - a. Receive Finance Committee Report; 57
 - b. Progress update – Banking Relationship;
 - c. Review and approve reimbursement to Regent Square and related Receipt [GID]; 66
 - d. Receive Financial Report Summary, including account and fund activity statements;
 - e. Authorize payment of invoices; and
 - f. Authorize other appropriate action;
8. **Attorney Report;**
9. **Executive Session** (*Authority only, the Zone will recess for duration of closed session*):
 - a. **Convene executive session** for attorney consultation on authorized matters pursuant to Open Meetings Act, § 551.071, Government Code; deliberations regarding purchase, exchange, lease, or value of real property pursuant to Open Meetings Act, §551.072, Government Code; and/or deliberations regarding economic development negotiations pursuant to Open Meetings Act, § 551.087, Government Code;
 - b. **Reconvene public session** and authorize appropriate action regarding executive session discussion;
10. **Consider, confirm, or ratify actions of the Authority, as necessary** (*Zone only*);
11. **Adjourn.**

Pursuant to actions by the Governor of the State of Texas on March 16, 2020, certain requirements of Chapter 551, Texas Government Code, have been suspended in response to the COVID-19 pandemic. These actions allow governmental bodies to conduct meetings by telephone and/or video conference to advance the public health goal of limiting face-to-face meetings to slow the spread of COVID-19.



SKLaw, Attorneys for the Authority and the Zone

**MINUTES OF REGULAR MEETING
OF
MEMORIAL-HEIGHTS REDEVELOPMENT AUTHORITY**

SEPTEMBER 24, 2020

The Board of Directors (the "Board") of Memorial-Heights Redevelopment Authority (the "Authority"), convened in regular session, open to the public, at 10:00 a.m., on September 24, 2020, via video and telephonic conference as authorized pursuant to actions by the Governor of the State of Texas on March 16, 2020, suspending certain requirements of Chapter 551, Texas Government Code. The roll was called of the duly constituted officers and members of the Board, to-wit:

Ann Lents	Chair
Alejandro Colom	Vice Chair
Janice Hale-Harris	Secretary
Bryan Brown	Director
Christopher David Manriquez	Director
Dr. Robert Stein	Director
Marvin Pierre	Director

and all of said persons were present, except Director Pierre, thus constituting a quorum.

Also present at the meeting were Sherry Weesner of SMW Principle Solutions, Inc., President of the Authority; Erin Williford and Kristen Hennings of Jones|Carter ("J|C"); Jim Webb of The Goodman Corporation ("TGC"); Melissa Morton of The Morton Accounting Services ("TMAS"); Julia McCain of McCall Gibson Swedlund Barfoot, PLLC; Emily Guyre of Houston Heights Association; Frank Karbarz of Houston Bike Share; Monica Aizpurua of Binkley & Barfield; Mark Williamson; and Laura C. Davis and Susan Demiany of Sanford Kuhl Hagan Kugle Parker Kahn LLP ("SKLaw").

DETERMINE QUORUM; CALL TO ORDER

Chair Lents noted that a quorum was present and called the meeting to order. She advised that the meeting was being recorded.

APPROVE MINUTES

The Board considered approving the minutes of the June 25, 2020, meeting. Upon motion by Director Stein, seconded by Vice Chair Colom, and after full discussion, the Board unanimously voted to approve the minutes as presented.

RECEIVE COMMENTS OR QUESTIONS FROM THE PUBLIC

The next item on the agenda was to receive comments and questions from the public. There were no comments from the public.

CHAIR REPORT

Chair Lents updated the Board on efforts to place controls for monitoring Authority projects and spending. Director Stein suggested a workshop so the Board can have a better understanding of Authority budgets and spreadsheets. Chair Lents advised a workshop can possibly be held during the next Board meeting.

PRESIDENT REPORT

Receive quarterly Hanover update

Ms. Weesner reviewed with the Board an update from Hanover, which includes the status of plan approvals and indicates phasing of infrastructure improvements.

Receive quarterly GID update

Ms. Weesner reviewed with the Board an update from GID, which includes a construction activity update and project schedule.

Receive MWBE Report

Ms. Weesner updated the Board on the Authority's compliance with MWBE policies, and discussed the Authority's efforts to ensure the use of MWBE vendors. She reported on communications with Authority contractors regarding the level of MWBE compliance.

Consider approval to include Yale and Center Street project in City HSIP submission of projects

Ms. Weesner advised that the Yale and Center Street project has been changed to a grant-funded project in the TIRZ CIP and has been included in the City HSIP submission of projects. While all not all projects will receive funding, if successful, the project will be part of a federal grant for safety-oriented projects, and the Authority will pay the required 10% local match and the cost of design. Upon motion by Director Brown, seconded by Vice Chair Colom, the Board voted unanimously to approve the inclusion of the Yale and Center Street project in the City HSIP submission of projects, and to authorize Chair Lents to execute a letter of commitment for the project.

PROJECTS AND ENGINEERING

Receive Projects Committee Report

Director Brown updated the Board on Authority projects.

Approve funding proposal for Bike Share Station [Houston Bike Share]

Director Brown reviewed with the Board a funding proposal from Houston Bike Share whereby utilizing grant funding that Houston Bike Share received through an HGAC grant, the Authority will partner with HEB to provide the required local funds to construct a new bike share station at the HEB on N. Shepherd at 23rd Street. He advised the Authority's contribution is \$21,820.00. Upon motion by Director Stein, seconded by Secretary Hale-Harris, and after full discussion, the Board voted unanimously to approve the funding proposal.

Houston Avenue/White Oak Drive Intersection

Update on construction matters

Ms. Hennings updated the Board on construction matters for the Houston Avenue/White Oak Drive Intersection [CIP Project T-0520] [RAC Industries, LLC ("RAC")]. She advised the project is complete and has been inspected by the City, and that she is now awaiting an acceptance letter. She presented to the Board Change Order No. 6 in the amount of \$7,405.55, for traffic pedestal power adjustments, and recommended approval. Director Brown advised the Projects Committee has reviewed the Change Order, and concurs with Ms. Hennings' recommendation. Upon motion by Vice Chair Colom, seconded by Director Manriquez, and after full discussion, the Board voted unanimously to approve Change Order No. 6 to the contract.

Little Thicket

Update on construction matters

Ms. Hennings updated the Board on construction matters for the Little Thicket [CIP Project T-0521] [Mills Equipment, LLC]. She advised the project is complete, and the Houston Parks Department inspection conducted.

Authorize President to prepare and file with COH an accounting of use of COH contribution

Ms. Davis advised that pursuant to the funding agreement with the City an accounting of the allocation of funds provided by the City will need to be prepared. Upon motion by Director Stein, seconded by Secretary Hale-Harris, and after full discussion, the Board voted unanimously to authorize Ms. Weesner to work with JJC to prepare and file the report.

Shepherd and Durham Reconstruction

Update on project development

Director Brown then updated the Board on the Shepherd/Durham and Selected Cross Streets Reconstruction [CIP Project T-0523A], advising that design for both corridors is ongoing, including Phase II, which includes 15th Street to I-10. Ms. Hennings reviewed with the Board the scope of the project, which includes the reduction of lanes, intersection improvements, additional pedestrian and bike lanes, and consolidation of METRO routes. Ms. Hennings reported on communications with HCFCD about improvements over and above those planned by the Authority. She further advised that the City is contemplating coordination of improvements upstream of the Authority. She advised 60% plans will be submitted to the City in early October, and 90% plans are on track for submission in February, and 100% plans in April. She also discussed communications with the City on timing and traffic control for Phase I and Phase II improvements.

Approve JJC Work Authorization T-0523A No.4

Ms. Hennings reviewed with the Board the JJC Work Authorization T-0523A No. 4, which includes coordination efforts on Phase II public infrastructure improvements. Upon motion by Secretary Hale-Harris, seconded by Director Stein, and after full discussion, the Board voted unanimously to approve JJC Work Authorization T-0523A No. 4.

Approve TGC Work Authorization T-0523A No.4

Mr. Webb reviewed with the Board the TGC Work Authorization T-0523A No. 4, which includes Phase II project support and multi-agency coordination. He also discussed coordination with TxDOT on the environmental phase, and coordination of efforts and a required public hearing to communicate with property owners and stakeholders. Upon motion by Vice Chair Colom, seconded by Director Stein, and after full discussion, the Board voted unanimously to approve TGC Work Authorization T-0523A No. 4.

Heights Boulevard Bicycle and Pedestrian Safety Improvements

Ms. Hennings updated the Board on the Heights Boulevard Bicycle and Pedestrian Safety Improvements [CIP Project T-0527], advising preparation of plans is ongoing.

North Canal Project

Director Brown updated the Board on the North Canal Project [CIP Project T-0525]. Ms. Weesner reported on City planning meetings.

West Dallas Restriping Project

Ms. Hennings updated the Board on the West Dallas Restriping Project [CIP Project T-0528], advising that the City is reviewing 90% plans.

Trail Segment between White Oak Bayou and Memorial Park

Ms. Hennings updated the Board on the Trail Segment between White Oak Bayou and Memorial Park [T-0530]. She advised the City is reviewing 60% plans for this project.

Approve related contract administration items

The Board noted there are no contract administration items for consideration.

APPROVE AUDIT FOR FISCAL YEAR ENDING JUNE 30, 2020

The Board then considered acceptance of the audit for the fiscal year ended June 30, 2020. Ms. McCain reviewed a draft audit report with the Board and answered questions. She reviewed Note 7, which discusses uncertainties associated with the COVID-19 pandemic.

Upon motion by Vice Chair Colom, seconded by Director Brown, and after full discussion, the Board voted unanimously to accept the audit for the fiscal year ended June 30, 2020, and to authorize filing of the final audit with the City.

APPROVE COMMITTEE APPOINTMENTS

Chair Lents reviewed with the Board a list of committee assignments, noting that Director Pierre will replace Director Stein on the Communications Committee. Upon motion by Director Brown, seconded by Director Hale-Harris, and after full discussion, the Board voted unanimously to approve the updated committee appointments.

FINANCIAL MATTERS

Receive Finance Committee Report

Vice Chair Colom next reported to the Board on financial matters.

Approve authorized signatories for Authority accounts

Vice Chair Colom advised that the Finance Committee has recognized the need for additional signatories on Authority accounts, and recommends that he, Secretary Hale-Harris, Director Brown, and Ms. Weesner be the designated authorized signatories. Upon motion by Vice Chair Colom, seconded by Director Manriquez, and after full discussion, the Board voted unanimously to designate Vice Chair Colom, Secretary Hale-Harris, Director Brown, and Ms. Weesner as the authorized signatories for Authority accounts.

Approve Frost Bank Documents

The next item on the agenda was to approve a Resolution Authorizing President to Execute Public Funds Depository Agreement with Frost Bank; Public Funds Security Agreement with Frost Bank; and Third Party Custodian Agreement and Exhibit A (Authorized Persons) with BNY (the "Resolution"); and to take all actions necessary to transition Authority account to Frost Bank. Vice Chair Colom and Ms. Davis reviewed with the Board the Resolution and documents relating to the transfer of Authority funds and account to Frost Bank. Upon motion by Vice Chair Colom, seconded by Director Stein, and after full discussion, the Board voted unanimously to approve the Resolution, and to authorize the Authority President to take any other action necessary to finalize the transfer.

Approve amended budget

Ms. Weesner reviewed with the Board revisions to the previously approved budget. Upon motion by Director Stein, seconded by Director Brown, and after full discussion, the Board voted unanimously to approve the amended budget for fiscal year ending June 30, 2021, and to authorize submission to the City.

Review and approve reimbursement to Regent Square [GID]

Ms. Davis advised that the City is in the process of calculating the payment to Regent Square [GID], and will be presented to the Board of review and approval at the next meeting.

Receive Financial Report Summary

Ms. Morton reviewed with the Board the Financial Report Summary, including account and fund activity statements.

Authorize payment of invoices

The Board reviewed the invoices submitted for payment, noting that the Finance Committee had reviewed the invoices put before it and recommended approval. Director Brown stated that the Projects Committee has reviewed the invoices put before it and recommended approval. Following discussion of the invoices, a motion was made by Director Stein, seconded by Director Brown, and approved unanimously by the Board to authorize the payment of all invoices.

Review Investment Officer Report

Ms. Weesner reviewed with the Board the Investment Report.

Approve Order Evidencing Review of Investment Policy

Ms. Davis reviewed with the Board an Order Evidencing Review of Amended and Restated Order Designating Investment Officer and Establishing Rules, Policies, and Code of Ethics for the Investment of Authority Funds (the "Order"). She advised that the Authority is required by the Public Funds Investment Act to review the investment policy annually, and no changes are recommended at this time. Upon motion by Director Stein, seconded by Director Brown, and after full discussion the Board voted unanimously to adopt the Order.

Approve Order Adopting List of Qualified Brokers

The Board then considered approval of a proposed Order Adopting List of Qualified Brokers. Ms. Davis submitted to and reviewed with the Board the proposed Order, advising that such Order lists all qualified brokers with which the Authority could engage in investment transactions, in compliance with Section 2256.025 of the Texas Government Code. Chairman Lents noted that her husband is on the Board of Zions/Amegy Bank.

Upon motion by Director Stein, seconded by Director Brown, and after full discussion, the Board voted unanimously to approve the Order Adopting List of Qualified Brokers.

ATTORNEY'S REPORT

Ms. Davis advised she has nothing additional to report.

EXECUTIVE SESSION

Chair Lents announced that an executive session for the Board would not be necessary.

CONSIDER, CONFIRM, OR RATIFY ACTIONS OF THE AUTHORITY

The next item on the agenda was to consider, confirm, or ratify actions of the Authority. Ms. Davis advised that no action by the Board is necessary.

The roll again was called, and the Board noted that no additional persons had joined the meeting in progress.

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

Secretary
Memorial-Heights Redevelopment Authority

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

SEPTEMBER 24, 2020

The Board of Directors (the "Board") of Reinvestment Zone Number Five, City of Houston, Texas, convened in regular session, open to the public, at 10:00 a.m., on September 24, 2020, via video conference and telephonic conference as authorized pursuant to actions by the Governor of the State of Texas March 16, 2020, suspending certain requirements of Chapter 551, Texas Government Code. The roll was called of the duly constituted officers and members of the Board, to-wit:

Ann Lents	Chair
Alejandro Colom	Vice Chair
Janice Hale-Harris	Secretary
Bryan Brown	Director
Christopher David Manriquez	Director
Dr. Robert Stein	Director
Marvin Pierre	Director

and all of said persons were present, except Director Pierre, thus constituting a quorum.

Also present at the meeting were Sherry Weesner of SMW Principle Solutions, Inc., President of the Authority; Erin Williford and Kristen Hennings of Jones|Carter ("JC"); Jim Webb of The Goodman Corporation ("TGC"); Melissa Morton of The Morton Accounting Services ("TMAS"); Julia McCain of McCall Gibson Swedlund Barfoot, PLLC; Emily Guyre of Houston Heights Association; Frank Karbarz of Houston Bike Share; Monica Aizpurua of Binkley & Barfield; Mark Williamson; and Laura C. Davis and Susan Demiany of Sanford Kuhl Hagan Kugle Parker Kahn LLP ("SKLaw").

DETERMINE QUORUM; CALL TO ORDER

Chair Lents noted that a quorum was present and called the meeting to order. She noted the meeting was being recorded.

APPROVE MINUTES

The Board considered approving the minutes of the June 25, 2020, meeting. Upon motion by Director Stein, seconded by Vice Chair Colom, and after full discussion, the Board unanimously voted to approve the minutes as presented.

CONSIDER, CONFIRM, OR RATIFY ACTIONS OF THE AUTHORITY

The next item on the agenda was to consider, confirm, or ratify the action of the Authority, as may be necessary. The Board noted that no confirmation or ratification action was necessary.

The roll again was called, and the Board noted that no additional persons had joined the meeting.

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

Secretary
Reinvestment Zone Number Five,
City of Houston, Texas

	COMPLETE
	STARTED

CATEGORIES / SCOPE OF WORK	PERMITTING	START OF CONSTRUCTION	CONSTRUCTION COMPLETION
CATEGORY 1: Streetscape Work External to Hanover Development (from Property Line to Back of Curb)			
Shepherd Drive and Northern Boundary of Autry Park Improvements	7/22/2020	1/4/2021	4/30/2021
Tirrell Street Improvements	7/22/2020	12/7/2020	1/6/2021
West Dallas Improvements Including High Comfort Bike Lane per Houston Bike Plan	7/22/2020	10/26/2020	1/22/2020
CATEGORY 2: Dry Utilities	4/24/2020	6/1/2020	1/26/2021
CATEGORY 3: Road Work External to Hanover Development			
Signalized Intersection at Allen Parkway and Main Street	7/22/2020	10/21/2020	4/30/2020
Signalized Intersection at Shepherd Drive and Allen Parkway / Memorial Drive	7/22/2020	10/21/2020	4/30/2020
Signalized Intersection at West Dallas and Main Street	7/22/2020	10/21/2020	4/30/2020
New Right Turn Lane at West Dallas and Shepherd Drive	7/22/2020	10/21/2020	4/30/2020
CATEGORY 4: Streetscape Work Internal to Hanover Development (from Property Line to Back of Curb)			
Autry Square Streetscape	6/26/2019	5/31/2021	7/15/2021
Surrounding Site A	6/30/2020	5/11/2021	8/9/2021
Surrounding Site B	6/26/2019	TBD	TBD
Surrounding Site C	6/26/2019	TBD	TBD
Surrounding Site D	6/26/2019	TBD	TBD
Surrounding Site E	5/7/2020	7/11/2021	10/9/2021
Surrounding Site F	6/26/2019	5/31/2021	7/15/2021
CATEGORY 5: Road Work Within Hanover Development			
New Street - Main Street	6/26/2019	9/21/2020	10/23/2020
New Road - Marston Drive Extension	6/26/2019	8/3/2020	9/9/2020
New Road - North Autry Drive	6/26/2019	8/10/2020	9/18/2020
New Road - South Autry Drive	6/26/2019	9/14/2020	10/23/2020
Reconstruction of Existing Marston Drive	6/26/2019	1/27/2021	3/10/2021
CATEGORY 7 - Wet Utilities	6/26/2019	7/15/2019	1/19/2021

MHRA CIP Cash Projections North Canal Reimbursement Option
FY2021 through FY2023

Assumptions

Listed Bond Amount is net of expenses

Construction costs are equal during construction

Reimbursement of grant funds occurs 90 days after expenditure

Property Tax increment uses expected 2020 data with a 5% decrease in 2021 another 5% decrease in 2022 and flat thereafter

The TIRZ reimburses the City during construction and construction costs are equal during construction

Project ID		Description	Total Budget	Spent to Date	Budget Remaining	FY2021			
CIP#	WA#					Q1	Q2	Q3	Q4
-	WA#1	General Engineering Services	\$ 266,978.00	\$ 246,393.11	\$ 20,584.89	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
T-0523A	WA#1	Shepherd Durham Grant Coordination	\$ 82,237.75	\$ 4,693.75	\$ 77,544.00	\$ 19,386.00	\$ 19,386.00	\$ 19,386.00	\$ 19,386.00
	WA#2	Shepherd Durham DCR	\$ 1,028,100.00	\$ 789,644.44	\$ 238,455.56	\$ 59,613.89	\$ 59,613.89	\$ 59,613.89	\$ 59,613.89
	WA#3	Shepherd Durham Phase 1 Final Design	\$ 3,008,100.00	\$ 402,935.90	\$ 2,605,164.10	\$ 651,291.03	\$ 551,291.03	\$ 651,291.03	\$ 651,291.03
	WA#	Phase 1 CM&I	\$ 2,713,358.05	\$ -	\$ 2,713,358.05				
	-	Phase 1 Construction	\$ 54,267,161.00	\$ -	\$ 54,267,161.00				
	-	FHWA Grant Funds	\$ (25,000,000.00)	\$ -	\$ (25,000,000.00)				
	-	City Reimbursement for W/WW	\$ (1,228,400.00)	\$ -	\$ (1,228,400.00)				
	WA#4	Shepherd Durham Phase 2 Accelerated Final Design	\$ 436,400.00	\$ -	\$ 436,400.00	\$ 54,550.00	\$ 54,550.00	\$ 54,550.00	\$ 54,550.00
	WA#5	Shepherd Durham Phase 2 Final Design	\$ 2,563,600.00	\$ -	\$ 2,563,600.00				
	WA#	Phase 2 CM&I	\$ 2,764,672.75	\$ -	\$ 2,764,672.75				
-	Phase 2 Construction	\$ 55,293,455.00	\$ -	\$ 55,293,455.00					
-	Phase 2 TIP Grant Funds	\$ (40,000,000.00)	\$ -	\$ (40,000,000.00)					
-	City Reimbursement for W/WW	\$ (6,671,749.00)	\$ -	\$ (6,671,749.00)					
	TGC	Grant Compliance				\$ 28,125.00	\$ 25,000.00	\$ 25,000.00	\$ 38,000.00
T-0527	WA#7	Heights Boulevard Pedestrian and Bicycle Safety Improvements and MKT Safety Improvements	\$ 243,900.00	\$ 152,518.57	\$ 91,381.43	\$ 91,381.43			
	WA#1	CM&I	\$ 132,430.00	\$ -	\$ 132,430.00		\$ 66,215.00	\$ 66,215.00	
	-	Construction	\$ 572,000.00	\$ -	\$ 572,000.00		\$ 286,000.00	\$ 286,000.00	
T-0525	WA#8	North Canal Project	\$ 20,000.00	\$ 4,022.55	\$ 15,977.45				
-		Commitment to City	\$ 25,000,000.00	\$ -	\$ 25,000,000.00		\$ 1,220,138.00		
		Reimbursement State							
T-0528	WA#1	West Dallas Restriping Project	\$ 81,991.00	\$ 42,061.25	\$ 39,929.75	\$ 39,929.75			
	-	Construction	\$ 244,000.00	\$ -	\$ 244,000.00		\$ 122,000.00	\$ 122,000.00	
T-0529	WA#1	Yale and Center Intersection	\$ 1,050,000.00	\$ -	\$ 1,050,000.00				
	-	Grant Funding	\$ (900,000.00)	\$ -	\$ (900,000.00)				
T-0530	WA#1	Segment of Trail between White Oak Bayou and Memorial Park	\$ 90,000.00	\$ 55,028.75	\$ 34,971.25	\$ 34,971.25			
	-	Construction	\$ 301,500.00	\$ -	\$ 301,500.00		\$ 150,750.00	\$ 150,750.00	
Property Tax Increment									
Administrative Costs						\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
Debt Service									
Totals			\$ 76,359,734.55	\$ 1,697,298.32	\$ 74,662,436.23	\$ 1,091,748.35	\$ 2,667,443.92	\$ 1,547,305.92	\$ 935,340.92
Cash Balance					15,945,029.82	14,853,281.48	\$ 12,185,837.56	\$ 10,638,531.65	\$ 48,380,699.73
Bond Issuance									38,677,509.00
Debt Service									

Project ID		Description	Total Budget	Spent to Date	Budget Remaining	FY2022			
CIP#	WA#					Q1	Q2	Q3	Q4
-	WA#1	General Engineering Services	\$ 266,978.00	\$ 246,393.11	\$ 20,584.89	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
T-0523A	WA#1	Shepherd Durham Grant Coordination	\$ 82,237.75	\$ 4,693.75	\$ 77,544.00				
	WA#2	Shepherd Durham DCR	\$ 1,028,100.00	\$ 789,644.44	\$ 238,455.56				
	WA#3	Shepherd Durham Phase 1 Final Design	\$ 3,008,100.00	\$ 402,935.90	\$ 2,605,164.10	\$ 100,000.00			
	WA#	Phase 1 CM&I	\$ 2,713,358.05	\$ -	\$ 2,713,358.05	\$ 226,113.17	\$ 226,113.17	\$ 226,113.17	\$ 226,113.17
	-	Phase 1 Construction	\$ 54,267,161.00	\$ -	\$ 54,267,161.00	\$ 4,522,263.42	\$ 4,522,263.42	\$ 4,522,263.42	\$ 4,522,263.42
	-	FHWA Grant Funds	\$ (25,000,000.00)	\$ -	\$ (25,000,000.00)		\$ (2,500,000.00)	\$ (2,500,000.00)	\$ (2,500,000.00)
	-	City Reimbursement for W/WW	\$ (1,228,400.00)	\$ -	\$ (1,228,400.00)				\$ (600,000.00)
	WA#4	Shepherd Durham Phase 2 Accelerated Final Design	\$ 436,400.00	\$ -	\$ 436,400.00	\$ 54,550.00	\$ 54,550.00	\$ 54,550.00	\$ 54,550.00
	WA#5	Shepherd Durham Phase 2 Final Design	\$ 2,563,600.00	\$ -	\$ 2,563,600.00	\$ 640,900.00	\$ 540,900.00	\$ 640,900.00	\$ 640,900.00
	WA#	Phase 2 CM&I	\$ 2,764,672.75	\$ -	\$ 2,764,672.75				
-	Phase 2 Construction	\$ 55,293,455.00	\$ -	\$ 55,293,455.00					
-	Phase 2 TIP Grant Funds	\$ (40,000,000.00)	\$ -	\$ (40,000,000.00)					
-	City Reimbursement for W/WW	\$ (6,671,749.00)	\$ -	\$ (6,671,749.00)					
	TGC	Grant Compliance				\$ 35,000.00	\$ 33,000.00	\$ 33,000.00	\$ 33,000.00
T-0527	WA#7	Heights Boulevard Pedestrian and Bicycle Safety Improvements and MKT Safety Improvements	\$ 243,900.00	\$ 152,518.57	\$ 91,381.43				
	WA#1	CM&I	\$ 132,430.00	\$ -	\$ 132,430.00				
	-	Construction	\$ 572,000.00	\$ -	\$ 572,000.00				
T-0525	WA#8	North Canal Project	\$ 20,000.00	\$ 4,022.55	\$ 15,977.45				
-		Commitment to City	\$ 25,000,000.00	\$ -	\$ 25,000,000.00				\$ 2,972,482.75
		Reimbursement State							
T-0528	WA#1	West Dallas Restriping Project	\$ 81,991.00	\$ 42,061.25	\$ 39,929.75				
	-	Construction	\$ 244,000.00	\$ -	\$ 244,000.00				
T-0529	WA#1	Yale and Center Intersection	\$ 1,050,000.00	\$ -	\$ 1,050,000.00	\$ 262,500.00	\$ 262,500.00	\$ 262,500.00	\$ 262,500.00
	-	Grant Funding	\$ (900,000.00)	\$ -	\$ (900,000.00)		\$ (225,000.00)	\$ (225,000.00)	\$ (225,000.00)
T-0530	WA#1	Segment of Trail between White Oak Bayou and Memorial Park	\$ 90,000.00	\$ 55,028.75	\$ 34,971.25				
	-	Construction	\$ 301,500.00	\$ -	\$ 301,500.00				
Property Tax Increment					\$ (7,223,162.88)				
Administrative Costs					\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	
Debt Service					\$2,106,535.00				
Totals			\$ 76,359,734.55	\$ 1,697,298.32	\$ 74,662,436.23	\$ 837,198.71	\$ 3,026,826.59	\$ 3,126,826.59	\$ 5,499,309.34
Cash Balance					15,945,029.82	\$ 47,543,501.02	\$ 44,516,674.44	\$ 41,389,847.85	\$ 35,890,538.51
Bond Issuance									
Debt Service						\$2,106,535.00			

Project ID		Description	Total Budget	Spent to Date	Budget Remaining	FY2023			
CIP#	WA#					Q1	Q2	Q3	Q4
-	WA#1	General Engineering Services	\$ 266,978.00	\$ 246,393.11	\$ 20,584.89	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
T-0523A	WA#1	Shepherd Durham Grant Coordination	\$ 82,237.75	\$ 4,693.75	\$ 77,544.00				
	WA#2	Shepherd Durham DCR	\$ 1,028,100.00	\$ 789,644.44	\$ 238,455.56				
	WA#3	Shepherd Durham Phase 1 Final Design	\$ 3,008,100.00	\$ 402,935.90	\$ 2,605,164.10				
	WA#	Phase 1 CM&I	\$ 2,713,358.05	\$ -	\$ 2,713,358.05	\$ 226,113.17	\$ 226,113.17	\$ 226,113.17	\$ 226,113.17
	-	Phase 1 Construction	\$ 54,267,161.00	\$ -	\$ 54,267,161.00	\$ 4,522,263.42	\$ 4,522,263.42	\$ 4,522,263.42	\$ 4,522,263.42
	-	FHWA Grant Funds	\$ (25,000,000.00)	\$ -	\$ (25,000,000.00)	\$ (2,500,000.00)	\$ (2,500,000.00)	\$ (2,500,000.00)	\$ (2,500,000.00)
	-	City Reimbursement for W/WW	\$ (1,228,400.00)	\$ -	\$ (1,228,400.00)				\$ (628,400.00)
	WA#4	Shepherd Durham Phase 2 Accelerated Final Design	\$ 436,400.00	\$ -	\$ 436,400.00				
	WA#5	Shepherd Durham Phase 2 Final Design	\$ 2,563,600.00	\$ -	\$ 2,563,600.00	\$ 100,000.00			
	WA#	Phase 2 CM&I	\$ 2,764,672.75	\$ -	\$ 2,764,672.75	\$ 251,333.89	\$ 251,333.89	\$ 251,333.89	\$ 251,333.89
-	Phase 2 Construction	\$ 55,293,455.00	\$ -	\$ 55,293,455.00	\$ 5,026,677.73	\$ 5,026,677.73	\$ 5,026,677.73	\$ 5,026,677.73	
-	Phase 2 TIP Grant Funds	\$ (40,000,000.00)	\$ -	\$ (40,000,000.00)			\$ (4,000,000.00)	\$ (4,000,000.00)	
-	City Reimbursement for W/WW	\$ (6,671,749.00)	\$ -	\$ (6,671,749.00)				\$ (3,335,874.50)	
	TGC	Grant Compliance				\$ 48,000.00	\$ 48,000.00	\$ 66,000.00	\$ 66,000.00
T-0527	WA#7	Heights Boulevard Pedestrian and Bicycle Safety Improvements and MKT Safety Improvements	\$ 243,900.00	\$ 152,518.57	\$ 91,381.43				
	WA#1	CM&I	\$ 132,430.00	\$ -	\$ 132,430.00				
	-	Construction	\$ 572,000.00	\$ -	\$ 572,000.00				
T-0525	WA#8	North Canal Project	\$ 20,000.00	\$ 4,022.55	\$ 15,977.45				
-		Commitment to City	\$ 25,000,000.00	\$ -	\$ 25,000,000.00	\$ 2,972,482.75	\$ 2,972,482.75	\$ 2,972,482.75	\$ 2,972,482.75
		Reimbursement State							
T-0528	WA#1	West Dallas Restriping Project	\$ 81,991.00	\$ 42,061.25	\$ 39,929.75				
	-	Construction	\$ 244,000.00	\$ -	\$ 244,000.00				
T-0529	WA#1	Yale and Center Intersection	\$ 1,050,000.00	\$ -	\$ 1,050,000.00				
	-	Grant Funding	\$ (900,000.00)	\$ -	\$ (900,000.00)	\$ (225,000.00)			
T-0530	WA#1	Segment of Trail between White Oak Bayou and Memorial Park	\$ 90,000.00	\$ 55,028.75	\$ 34,971.25				
	-	Construction	\$ 301,500.00	\$ -	\$ 301,500.00				
Property Tax Increment					\$ (6,623,263.08)				
Administrative Costs					\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	
Debt Service					\$2,108,050.00				
Totals			\$ 76,359,734.55	\$ 1,697,298.32	\$ 74,662,436.23	\$ 6,019,157.87	\$ 10,659,370.95	\$ 6,677,370.95	\$ 2,713,096.45
Cash Balance					15,945,029.82	\$ 29,871,380.64	\$ 19,212,009.69	\$ 12,534,638.74	\$ 31,337,202.29
Bond Issuance									\$21,515,660.00
Debt Service						\$2,108,050.00			

Project ID		Description	Total Budget	Spent to Date	Budget Remaining	FY2024			
CIP#	WA#					Q1	Q2	Q3	Q4
-	WA#1	General Engineering Services	\$ 266,978.00	\$ 246,393.11	\$ 20,584.89	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
T-0523A	WA#1	Shepherd Durham Grant Coordination	\$ 82,237.75	\$ 4,693.75	\$ 77,544.00				
	WA#2	Shepherd Durham DCR	\$ 1,028,100.00	\$ 789,644.44	\$ 238,455.56				
	WA#3	Shepherd Durham Phase 1 Final Design	\$ 3,008,100.00	\$ 402,935.90	\$ 2,605,164.10				
	WA#	Phase 1 CM&I	\$ 2,713,358.05	\$ -	\$ 2,713,358.05	\$ 226,113.17	\$ 226,113.17	\$ 226,113.17	
	-	Phase 1 Construction	\$ 54,267,161.00	\$ -	\$ 54,267,161.00	\$ 4,522,263.42	\$ 4,522,263.42	\$ 4,522,263.42	
	-	FHWA Grant Funds	\$ (25,000,000.00)	\$ -	\$ (25,000,000.00)	\$ (2,500,000.00)	\$ (2,500,000.00)	\$ (2,500,000.00)	
	-	City Reimbursement for W/WW	\$ (1,228,400.00)	\$ -	\$ (1,228,400.00)				
	WA#4	Shepherd Durham Phase 2 Accelerated Final Design	\$ 436,400.00	\$ -	\$ 436,400.00				
	WA#5	Shepherd Durham Phase 2 Final Design	\$ 2,563,600.00	\$ -	\$ 2,563,600.00				
	WA#	Phase 2 CM&I	\$ 2,764,672.75	\$ -	\$ 2,764,672.75	\$ 251,333.89	\$ 251,333.89	\$ 251,333.89	\$ 251,333.89
-	Phase 2 Construction	\$ 55,293,455.00	\$ -	\$ 55,293,455.00	\$ 5,026,677.73	\$ 5,026,677.73	\$ 5,026,677.73	\$ 5,026,677.73	
-	Phase 2 TIP Grant Funds	\$ (40,000,000.00)	\$ -	\$ (40,000,000.00)	\$ (4,000,000.00)	\$ (4,000,000.00)	\$ (4,000,000.00)	\$ (4,000,000.00)	
-	City Reimbursement for W/WW	\$ (6,671,749.00)	\$ -	\$ (6,671,749.00)				\$ (3,335,874.50)	
	TGC	Grant Compliance				\$ 66,000.00	\$ 33,000.00	\$ 33,000.00	\$ 33,000.00
T-0527	WA#7	Heights Boulevard Pedestrian and Bicycle Safety Improvements and MKT Safety Improvements	\$ 243,900.00	\$ 152,518.57	\$ 91,381.43				
	WA#1	CM&I	\$ 132,430.00	\$ -	\$ 132,430.00				
	-	Construction	\$ 572,000.00	\$ -	\$ 572,000.00				
T-0525	WA#8	North Canal Project	\$ 20,000.00	\$ 4,022.55	\$ 15,977.45				
-		Commitment to City	\$ 25,000,000.00	\$ -	\$ 25,000,000.00	\$ 2,972,482.75	\$ 2,972,482.75	\$ 2,972,482.75	
		Reimbursement State							\$ (6,250,000.00)
T-0528	WA#1	West Dallas Restriping Project	\$ 81,991.00	\$ 42,061.25	\$ 39,929.75				
	-	Construction	\$ 244,000.00	\$ -	\$ 244,000.00				
T-0529	WA#1	Yale and Center Intersection	\$ 1,050,000.00	\$ -	\$ 1,050,000.00				
	-	Grant Funding	\$ (900,000.00)	\$ -	\$ (900,000.00)				
T-0530	WA#1	Segment of Trail between White Oak Bayou and Memorial Park	\$ 90,000.00	\$ 55,028.75	\$ 34,971.25				
	-	Construction	\$ 301,500.00	\$ -	\$ 301,500.00				
Property Tax Increment						\$ (6,053,358.96)			
Administrative Costs						\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
Debt Service						\$3,485,573.00			
Totals			\$ 76,359,734.55	\$ 1,697,298.32	\$ 74,662,436.23	\$ 4,109,584.99	\$ 6,644,370.95	\$ 6,644,370.95	\$ (8,162,362.89)
Cash Balance					15,945,029.82	\$ 27,227,617.29	\$ 20,583,246.34	\$ 13,938,875.39	\$ 22,101,238.28
Bond Issuance						\$3,485,573.00			
Debt Service									

Project ID		Description	Total Budget	Spent to Date	Budget Remaining	FY2025				Notes
CIP#	WA#					Q1	Q2	Q3	Q4	
-	WA#1	General Engineering Services	\$ 266,978.00	\$ 246,393.11	\$ 20,584.89	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$25,000 authorizations in December 2020, June 2021, December 2021, June 2022, December 2022, June 2023
T-0523A	WA#1	Shepherd Durham Grant Coordination	\$ 82,237.75	\$ 4,693.75	\$ 77,544.00					To Construction start
	WA#2	Shepherd Durham DCR	\$ 1,028,100.00	\$ 789,644.44	\$ 238,455.56					
	WA#3	Shepherd Durham Phase 1 Final Design	\$ 3,008,100.00	\$ 402,935.90	\$ 2,605,164.10					
	WA#	Phase 1 CM&I	\$ 2,713,358.05	\$ -	\$ 2,713,358.05					
	-	Phase 1 Construction	\$ 54,267,161.00	\$ -	\$ 54,267,161.00					
	-	FHWA Grant Funds	\$ (25,000,000.00)	\$ -	\$ (25,000,000.00)					
	-	City Reimbursement for W/WW	\$ (1,228,400.00)	\$ -	\$ (1,228,400.00)					
	WA#4	Shepherd Durham Phase 2 Accelerated Final Design	\$ 436,400.00	\$ -	\$ 436,400.00					
	WA#5	Shepherd Durham Phase 2 Final Design	\$ 2,563,600.00	\$ -	\$ 2,563,600.00					
	WA#	Phase 2 CM&I	\$ 2,764,672.75	\$ -	\$ 2,764,672.75	\$ 251,333.89	\$ 251,333.89	\$ 251,333.89		
-	Phase 2 Construction	\$ 55,293,455.00	\$ -	\$ 55,293,455.00	\$ 5,026,677.73	\$ 5,026,677.73	\$ 5,026,677.73			
-	Phase 2 TIP Grant Funds	\$ (40,000,000.00)	\$ -	\$ (40,000,000.00)	\$ (4,000,000.00)	\$ (4,000,000.00)	\$ (4,000,000.00)	\$ (4,000,000.00)		
-	City Reimbursement for W/WW	\$ (6,671,749.00)	\$ -	\$ (6,671,749.00)						
	TGC	Grant Compliance				\$ 33,000.00	\$ 33,000.00	\$ 33,000.00	\$ 33,000.00	
T-0527	WA#7	Heights Boulevard Pedestrian and Bicycle Safety Improvements and MKT Safety Improvements	\$ 243,900.00	\$ 152,518.57	\$ 91,381.43					
	WA#1	CM&I	\$ 132,430.00	\$ -	\$ 132,430.00					
	-	Construction	\$ 572,000.00	\$ -	\$ 572,000.00					
T-0525	WA#8	North Canal Project	\$ 20,000.00	\$ 4,022.55	\$ 15,977.45					
-		Commitment to City	\$ 25,000,000.00	\$ -	\$ 25,000,000.00					current contribution request from City - reimburse invoices
		Reimbursement State								
T-0528	WA#1	West Dallas Restriping Project	\$ 81,991.00	\$ 42,061.25	\$ 39,929.75					
	-	Construction	\$ 244,000.00	\$ -	\$ 244,000.00					
T-0529	WA#1	Yale and Center Intersection	\$ 1,050,000.00	\$ -	\$ 1,050,000.00					Engineering and Construction from CIP
	-	Grant Funding	\$ (900,000.00)	\$ -	\$ (900,000.00)					
T-0530	WA#1	Segment of Trail between White Oak Bayou and Memorial Park	\$ 90,000.00	\$ 55,028.75	\$ 34,971.25					
	-	Construction	\$ 301,500.00	\$ -	\$ 301,500.00					
Property Tax Increment					\$ (6,053,358.96)					
Administrative Costs					\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00		
Debt Service					\$3,483,988.00					
Totals			\$ 76,359,734.55	\$ 1,697,298.32	\$ 74,662,436.23	\$ (1,145,859.35)	\$ 1,423,511.61	\$ 1,423,511.61	\$ (3,854,500.00)	
Cash Balance					15,945,029.82	\$ 23,247,097.62	\$ 21,823,586.01	\$ 20,400,074.40	\$ 24,254,574.40	
Bond Issuance						\$3,483,988.00				
Debt Service										

Memorial Heights Redevelopment Authority/TIRZ No. 5 Project Update – October 14, 2020



JC WA	Project Name	CIP Project Number	Status	Work Completed Since September 24, 2020 Board Meeting	Work Anticipated in the Next Month
WA#1	General Consultation	-	In Progress	<ul style="list-style-type: none"> Updated COH MWDBE Database for all CIP projects. Prepared cash flow projections. Prepared a master schedule for active projects. Met with Projects Committee. 	<ul style="list-style-type: none"> Update COH MWDBE Database for all active CIP projects. Maintain project list and Story Map, as needed. Update and maintain master schedule. Update cash flow projections.
WA#2	Houston Avenue/ White Oak Intersection	T-0520	Active Construction	<ul style="list-style-type: none"> Coordinated with HPW on acceptance letter for the traffic signal. 	<ul style="list-style-type: none"> Work with HPW on acceptance letter for traffic signal. Coordinate with RAC on the final pay estimate.
WA#7	Heights Boulevard Safety Improvements	T-0527	Active Design	<ul style="list-style-type: none"> Addressed 100% comments from HPW. Prepared final plans. 	<ul style="list-style-type: none"> Coordinate plan signatures.
WA#8	North Canal Project	T-0525	Planning	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> Continue coordination with COH to determine scope and responsibilities, as needed Meet with TxDOT and HCFCD to determine scope and responsibilities, as needed.
T-0523A-WA#1	Shepherd and Durham Grant Coordination	T-0523A	Planning	<ul style="list-style-type: none"> Met with MHRA and TGC on budgets for grant. 	<ul style="list-style-type: none"> Continued support of grant administration.
T-0523A-WA#2	Shepherd and Durham PER	T-0523A	Active Design	<ul style="list-style-type: none"> Continued Environmental tasks. 	<ul style="list-style-type: none"> Close out all tasks except for Environmental.
T-0523A-WA#3	Shepherd and Durham - Phase 1 Final Design	T-0523A	Active Design	<ul style="list-style-type: none"> Continued preparation of design plans. Submitted 60% plans to HPW/Utilities for review 10/5/2020. Continued coordination with private utilities. Attended HPW UCC Meeting on 10/08/2020. 	<ul style="list-style-type: none"> Continue preparation of design plans. Conduct QC review. Receive comments from HPW on 60% plans to HPW/Utilities by 10/30/2020. Meet with CenterPoint and AT&T regarding locations of their facilities. Request place on November UCC agenda.
T-0528-WA#1	West Dallas Restriping	T-0528	Active Design	<ul style="list-style-type: none"> Received comments on 90% plans from HPW on 10/14/2020. Addressed 90% comments. 	<ul style="list-style-type: none"> Submit 100% plans 11/3/2020. Receive 100% comments from HPW. Prepare final plans for signatures.
T-0530-WA#1	White Oak Bayou Trail Connection	T-0530	Active Design	<ul style="list-style-type: none"> Submitted 60% plans to HPW on 7/30/2020. Continued preparation of design plans. 	<ul style="list-style-type: none"> Receive comments from HPW on 60% plans. Address 60% comments and submit 90% plans.

Memorial Heights Redevelopment Authority (TIRZ5)

Active Projects Schedule

WA#	CIP#	Project Name	Design Start	Design End	2020												2021											
					J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D						
JC WA#7	T-0527	Heights Boulevard and MKT Trail Pedestrian and Bike Safety Improvements	6/28/2019	5/4/2021	Green	Blue	Blue	Blue	Blue																			
JC WA#9	T-0528	West Dallas Restriping	4/24/2020	5/4/2021	Yellow	Orange	Orange	Green	Green	Blue	Blue																	
JC WA#10	T-0530	White Oak Trail to Memorial Park Trail Connection	4/29/2020	5/4/2021	Yellow	Yellow	Yellow	Orange	Orange	Green	Green	Blue																
JC WA#XX	T-0527/T-0528/T-0530	Pedestrian and Bike Safety Improvements Bidding and Construction Phase Services												Purple	Grey	Grey	Grey	Grey										
T-0523A JC WA#3	T-0523A	Shepherd Durham and Selected Cross Street Reconstruction - Phase 1	4/29/2020	6/1/2021	Yellow	Yellow	Yellow	Yellow	Orange	Orange	Orange	Green	Green	Blue	Blue	Purple	Purple	Purple	Grey	Grey	Grey	Grey	Grey					
T-0523A JC WA#4	T-0523A	Shepherd Durham and Selected Cross Street Reconstruction - Phase 2 Accelerated Tasks	10/1/2020																									
T-0523A JC WAXX	T-0523A	Shepherd Durham and Selected Cross Street Reconstruction - Phase 2																				Yellow	Orange					

10/14/2020

Legend:

Blue	Coordination
Yellow	60% Design
Yellow	City Action
Orange	90% Design
Orange	City Action
Green	100% Design
Green	City Action
Blue	Final Plans and Signatures
Blue	City Action
Purple	Bidding
Purple	City Action
Grey	Construction

**RESOLUTION ADOPTING FEDERAL HIGHWAY ADMINISTRATION
PROCUREMENT POLICIES AND PROCEDURES**

WHEREAS, the Memorial-Heights Redevelopment Authority (the “Authority”) has been legally created and operates pursuant to the general laws of the State of Texas applicable to local government corporations, and has such authority as has been delegated to it by the City of Houston, Texas to act on behalf of Reinvestment Zone Number Five, City of Houston, Texas; and

WHEREAS, 2 CFR 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards), 23 CFR 172 (Procurement, Management, and Administration of Engineering and Design Related Services Final Rule), and 48 CFR 31 (Contract Cost Principles and Procedures) are the laws and guidelines governing federal procurement policies and procedures (the "Policies and Procedures"); and

WHEREAS, the Authority, as a recipient of federal funds from the United States Department of Transportation (the "DOT"), wishes to adopt the Policies and Procedures applicable to all contracts for the procurement of DOT funded supplies, services, and construction for construction or services, as well as the purchase, lease, or rental of materials, supplies and equipment.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MEMORIAL-HEIGHTS REDEVELOPMENT AUTHORITY THAT:

Section 1: The Board hereby adopts the Policies and Procedures set forth in Exhibit "A", attached hereto, with such Policies and Procedures applicable only to the Authority's DOT funded projects.

Section 2: The appropriate officers of the Board are hereby authorized to execute and attest this Resolution, and the Authority's staff and consultants are authorized and directed to do any and all things necessary and proper to carry out the intent hereof.

Section 3: This resolution shall be effective immediately upon adoption.

[Signature page follows]

PASSED AND APPROVED the 22nd day of October, 2020.

Chair

ATTEST:

Secretary

DRAFT

CERTIFICATE FOR RESOLUTION

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

I, the undersigned officer of the Board of Directors of the Memorial-Heights Redevelopment Authority do hereby certify as follows:

1. The Board of Directors of the Memorial-Heights Redevelopment Authority convened in Regular Session on the 22nd day of October, 2020, via videoconference, as permitted by actions of the Governor of the State of Texas on March 16, 2020, which suspended certain provisions of Chapter 551, Texas Government Code, and the roll was called of the duly constituted officers and members of the Board, to-wit:

Ann Lents	Chair
Alejandro Colom	Vice Chair
Janice Hale-Harris	Secretary
Bryan Brown	Director
Christopher David Manriquez	Director
Robert Stein	Director
Marvin Pierre	Director

and all of said persons were present, except Director(s) _____, thus constituting a quorum. Whereupon, among other business, the following was transacted at the meeting: a written

**RESOLUTION ADOPTING FEDERAL HIGHWAY ADMINISTRATION
PROCUREMENT POLICIES AND PROCEDURES**

was introduced for the consideration of the Board. It was then duly moved and seconded that the Resolution be adopted; and, after due discussion, the motion, carrying with it the adoption of the Resolution, prevailed and carried unanimously.

2. That a true, full and correct copy of the aforesaid Resolution adopted at the meeting described in the above and foregoing paragraph is attached to and follows this certificate; that the Resolution has been duly recorded in the Board's minutes of the meeting; that the persons named in the above and foregoing paragraph are the duly chosen, qualified and acting officers and members of the Board as indicated therein; that each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place and purpose of the aforesaid meeting, and that the Resolution would be introduced and considered for adoption at the meeting, and each of the officers and members consented, in advance, to the holding of the meeting for such purpose; that the meeting was open to the public; and that public notice of the time, place and subject of the meeting was given pursuant to actions of the Governor and Chapter 551, Texas Government Code, as amended.

[SIGNATURE PAGE FOLLOWS]

PASSED AND APPROVED the 22nd day of October, 2020.

Secretary

DRAFT

FHWA Procurement Policies and Procedures

Guiding Laws and Regulations

- 2 CFR 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards 01/01/2016
- 23 CFR 172 Procurement, Management, and Administration of Engineering and Design Related Services Final Rule 06/22/2015
- 48 CFR 31 Contract Cost Principles and Procedures

Purpose

The Procurement Policies and Procedures establishes uniform administrative requirements for Federal procurements and awards to non-Federal, third-party entities. These requirements are applicable to all costs related to Federal procurements and awards. The purpose of this Statement of Procurement Policy is to: (1) provide for the fair and equitable treatment of all persons and firms involved in purchasing by the Memorial Heights Redevelopment Authority (MHRA); (2) assure that supplies, services and construction are procured efficiently, effectively, and at the most favorable prices available; (3) promote competition in contracting, provide safeguards for maintaining a procurement system of quality and integrity; and (4) assure that MHRA purchasing actions are in full compliance with applicable Federal standards.

Application

MHRA Statement of Procurement Policy (Statement) applies to all contracts for the procurement of all United States Department of Transportation (DOT) funded supplies, services, and construction entered into by the MHRA after the effective date of this Statement. The term "procurement," as used in this Statement, includes both contracts and modifications (including change orders) for construction or services, as well as purchase, lease, or rental of materials, supplies and equipment.

Written Standards of Conduct

POLICY AND PURPOSE

It is the policy of the MHRA and the Tax Increment Reinvestment Zone Number 5, City of Houston (the "TIRZ") that Directors and Officers (collectively, "Director") conduct themselves in a manner consistent with sound business and ethical practices; that the public interest always be considered in conducting business; that the appearance of impropriety be avoided to ensure and maintain public confidence; and that the Board establish policies to control and manage the affairs of the MHRA/TIRZ fairly, impartially, and without discrimination. The MHRA Code of Conduct establishes minimum standards of conduct that Board, Director, employees, agents and contractors of the MHRA are expected to follow in the performance of their duties specifically related to selection, award and/or administration of any contract supported by DOT funds.

CONFLICTS OF INTEREST

- A. Except as provided in Section C below, a Director is prohibited from participating in a vote, decision, or award of a contract involving a business entity or real property in which the Director

has a substantial interest, if it is foreseeable that the business entity or real property will be economically benefited by the action. A person has a substantial interest in a business if:

- a. his or her ownership interest is ten percent (10%) or more of the voting stock or shares of the business entity or ownership of \$15,000 or more of the fair market value of the business entity, or
- b. the business entity provides more than ten percent (10%) of the Director's gross income.

A person has a substantial interest in real property if the interest is an equitable or legal ownership with a fair market value of \$2,500 or more.

An interest of a person related in the second degree by affinity, or the third degree by consanguinity, to a Director is considered a substantial interest.

- B. If a Director or a person related to a Director in the first or second degree by affinity, or the first, second, or third degree by consanguinity, has a substantial interest in a business entity or real property that would be pecuniarily affected by any official action taken by the Board, such Director, before a vote or decision on the matter, shall file an affidavit stating the nature and extent of the interest. The affidavit shall be filed with the Secretary of the Board.
- C. A Director who has a substantial interest in a business entity that will receive a pecuniary benefit from an action of the Board may vote on that action if a majority of the Board has a similar interest in the same action or if all other similar business entities in the MHRA/TIRZ will receive a similar pecuniary benefit.
- D. An employee of a public entity may serve on the Board.

ACCEPTANCE OF GIFTS

No Director shall accept any benefit as consideration for any decision, opinion, recommendation, vote, or other exercise of discretion in carrying out official acts for the MHRA/TIRZ. No Director shall solicit, accept, or agree to accept any benefit from a person known to be interested in or likely to become interested in any contract, purchase, payment, claim, or transaction involving the exercise of the Director's discretion.

As used here, "benefit" does not include:

- A. A fee prescribed by law to be received by a Director or any other benefit to which the Director is lawfully entitled or for which he gives legitimate consideration in a capacity other than as a Director;
- B. A gift or other benefit conferred on account of kinship or a personal, professional, or business relationship independent of the official status of the Director;
- C. An honorarium in consideration for legitimate services rendered above and beyond official duties and responsibilities if:
 1. not more than one honorarium is received from the same person in a calendar year;
 2. not more than one honorarium is received for the same service; and
 3. the value of the honorarium does not exceed \$250 exclusive of reimbursement for travel, food, and lodging expenses incurred by the Director in performance of the services; or
- D. A benefit consisting of food, lodging, transportation, or entertainment accepted as a guest is reported as may be required by law.

BRIBERY

A Director shall not intentionally or knowingly offer, confer, or agree to confer on another, or solicit, accept, or agree to accept from another:

- A. any benefit as consideration for the Director's decision, opinion, recommendation, vote, or other exercise of discretion as a Director;
- B. any benefit as consideration for the Director's decision, vote, recommendation, or other exercise of official discretion in a judicial or administrative proceeding; or
- C. any benefit as consideration for a violation of a duty imposed by law on the Director.

CONFLICTS DISCLOSURE STATEMENT REQUIRED – CONFLICTS WITH VENDORS

- A. A Director shall file a conflicts disclosure statement with respect to a vendor if:
 - 1. the vendor enters into a contract with the MHRA/TIRZ or the MHRA/TIRZ is considering entering into a contract with the vendor; and
 - 2. the vendor:
 - a. has an employment or other business relationship with a Director or a family member of the Director that results in the Director or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the Director becomes aware that a contract between the MHRA/TIRZ and vendor has been executed, or the MHRA/TIRZ is considering entering into a contract with the vendor;
 - b. has given to the Director or a family member of the Director one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the Director becomes aware that a contract between the MHRA/TIRZ and vendor has been executed, or the MHRA/TIRZ is considering entering into a contract with the vendor; or
 - c. has a family relationship with the Director.

A Director is not required to file a conflicts disclosure statement in relation to a gift accepted by the Director or a family member of the Director if the gift is a political contribution as defined by Title 15, Election Code, or food accepted as a guest.

- B. Director shall file the conflicts disclosure statement with the MHRA/TIRZ's records administrator not later than 5:00 p.m. on the seventh business day after the date on which the Director becomes aware of the facts that require the filing of the statement under Section A.

NEPOTISM

No Director shall appoint, or vote for, or confirm the appointment to any office, position, clerkship, employment or duty, of any person related within second degree by affinity or within third degree of consanguinity to the Director so appointing, voting or confirming, or to any other Director. This provision shall not prevent the appointment, voting for, or confirmation of any person who shall have been continuously employed in any such office, position, clerkship, employment or duty at least thirty (30) days prior to the appointment of the Director so pointing or voting.

GENERAL STANDARDS FOR DIRECTORS

A Director shall discharge the Director's duties, including the Director's duties as a member of a committee, in good faith, with ordinary care, and in a manner the Director reasonably believes to be in the best interest of the MHRA/TIRZ. A Director is not relying in good faith if the Director has knowledge concerning a matter in question that makes reliance otherwise permitted.

DISCLOSURES

Effective January 1, 2006, Chapter 176 of the Texas Local Government Code (House Bill 914) requires that any vendor or person considering doing business with a local government entity disclose the vendor or person's affiliation or business relationship that might cause a conflict of interest with a local government entity. Any vendor or person considering doing business with the MHRA shall complete and sign the Conflict Of Interest Questionnaire (Appendix A) and the Certificate of Interested Parties (Appendix B) and submit the questionnaire and the certificate as instructed in the Invitation for Bids or the Request for Proposal.

Methods of Procurement

MICRO-PURCHASES

Consistent with the Federal Acquisition Regulation (FAR), DOT considers micro-purchases to be those purchases of \$10,000 or less.

1. **When Appropriate.** If permitted by State and local law, the MHRA may acquire property and services valued at \$10,000 or less without obtaining competitive quotations. DOT does not intend to imply that the recipient must treat any purchase of \$10,000 or less as a micro-purchase. The recipient may set lower thresholds for micro-purchases in compliance with State and local law, or otherwise as it considers appropriate.
2. **Procedures.** The following procedures apply to micro-purchases:
 - a. **Competition.** The recipient should distribute micro-purchases equitably among qualified suppliers.
 - b. **Prohibited Divisions.** The recipient may not divide or reduce the size of its procurement merely to come within the micro-purchase limit.
 - c. **Documentation.** DOT's only documentation requirement for micro-purchases is a determination that the price is fair and reasonable and a description of how the recipient made its determination. DOT does not require the recipient to provide its rationale for the procurement method used, selection of contract type, or reasons for contractor selection or rejection.

SMALL PURCHASES

Consistent with the Federal Acquisition Regulation (FAR), DOT considers small purchases to be those purchases of \$250,000 or less.

1. **When Appropriate.** Small purchase procedures may be used to acquire services, supplies, or other property valued at more than the micro-purchase threshold (currently, \$10,000) but less than the Federal simplified acquisition threshold at 41 U.S.C. Section 403(11), currently \$250,000. (DOT recognizes the small purchase threshold to be the same as the simplified acquisition threshold.) Also see, Chapter II, Subsection 3.b. These purchases are also exempt from DOT's Buy America requirements. DOT does not intend to imply that any purchase of \$250,000 or less must be treated as a small purchase. The recipient may set lower thresholds for small purchases in compliance with State and local law, or otherwise as it considers appropriate.
2. **Procedures.** When using small purchase procedures:
 - a. **Competition.** The recipient must obtain price or rate quotations from an adequate number of qualified sources.
 - b. **Prohibited Divisions.** The recipient may not divide or reduce the size of its procurement to avoid the additional procurement requirements applicable to larger acquisitions.

SEALED BIDS (FORMAL ADVERTISING)

The Common Grant Rule for governmental recipients acknowledges sealed bidding to be a generally accepted procurement method in which bids are publicly solicited, and a firm fixed price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming to all the material terms and conditions of the invitation for bids, is lowest in price.

1. **When Appropriate.** The Common Grant Rule for government recipients states a preference for the sealed bids procurement method for acquiring property, construction, and other services. Sealed bid procurements should be used when the following circumstances are present:
 - a. **Precise Specifications.** A complete, adequate, precise, and realistic specification or purchase description is available.
 - b. **Adequate Sources.** Two or more responsible bidders are willing and able to compete effectively for the business.
 - c. **Fixed Price Contract.** The procurement generally lends itself to a firm fixed price contract.
 - d. **Price Determinative.** The successful bidder can be selected on the basis of price and those price-related factors listed in the solicitation including, but not limited to, transportation costs, life cycle costs, and discounts expected to be taken. Contractor selection may not be determined on the basis of other factors whose costs cannot be measured at the time of award.
 - e. **Discussions Unnecessary.** Discussions with one or more bidders after bids have been submitted are expected to be unnecessary as award of the contract will be made based on price and price-related factors alone. This contrasts with Competitive Proposal procedures in which discussions with individual bidders are expected to be necessary and may take place at any time after receipt of proposals. However, a pre-bid conference with prospective bidders before bids have been received can be useful.
2. **Procedures.** The following procedures apply to sealed bid procurements:
 - a. **Publicity.** The invitation for bids is publicly advertised. In the state of Texas, the MHRA is required to advertise the solicitation once each week for at least two weeks before the deadline for receiving bids, proposals, or responses.
 - b. **Adequate Sources.** Bids are solicited from an adequate number of known suppliers.

- c. Adequate Specifications. The invitation for bids, including any specifications and pertinent attachments, describes the property or services sought in sufficient detail that a prospective bidder will be able to submit a proper bid.
- d. Sufficient Time. Bidders are allowed sufficient time to prepare bids before the date of bid opening.
- e. Public Opening. All bids are publicly opened at the time and place prescribed in the invitation for bids.
- f. Fixed Price Contract. A firm fixed price contract is usually awarded in writing to the lowest responsive and responsible bidder, but a fixed price incentive contract or inclusion of an economic price adjustment provision can sometimes be appropriate. When specified in the bidding documents, factors such as transportation costs and life cycle costs affect the determination of the lowest bid; payment discounts are used to determine the low bid only when prior experience indicates that such discounts are typically taken.
- g. Rejection of Bids. Any or all bids may be rejected if there is a sound, documented business reason.

COMPETITIVE PROPOSALS (REQUEST FOR PROPOSALS)

The Common Grant Rule for governmental recipients acknowledges the use of competitive proposals to be a generally accepted procurement method when the nature of the procurement does not lend itself to sealed bidding and the recipient expects that more than one source will be willing and able to submit a proposal.

1. **When Appropriate.** Competitive proposals should be used when any of the following circumstances are present:
 - a. Type of Specifications. The property or services to be acquired are described in a performance or functional specification; or if described in detailed technical specifications, other circumstances such as the need for discussions or the importance of basing the contract award on factors other than price alone are present.
 - b. Uncertain Number of Sources. Uncertainty about whether more than one bid will be submitted in response to an invitation for bids and the recipient lacks the authority or flexibility under State or local law to negotiate the contract price if it receives only a single bid.
 - c. Price Alone Not Determinative. Due to the nature of the procurement, contract award need not be based exclusively on price or price-related factors. In different types of negotiated acquisitions, the relative importance of cost or price may vary. When the recipient's material requirements are clearly definable and the risk of unsuccessful contract performance is minimal, cost or price may play a dominant role in source selection. The less definitive the requirements, the more development work required, or the greater the performance risk, the more technical or past performance considerations may play a dominant role in source selection and supersede low price.
 - d. Discussions Expected. Separate discussions with individual proposer(s) are expected to be necessary after they have submitted their proposals. This contrasts with Sealed Bids (Formal Advertising) procedures in which discussions with individual bidders are not likely to be necessary, as award of the contract will be made based on price and price-related factors alone.
2. **Procedures.** The following procedures apply to procurements by competitive proposals:
 - a. Publicity. The request for proposals is publicly advertised.

- b. Evaluation Factors. All evaluation factors and their relative importance are specified in the solicitation; but numerical or percentage ratings or weights need not be disclosed.
- c. Adequate Sources. Proposals are solicited from an adequate number of qualified sources.
- d. Evaluation Method. A specific method is established and used to conduct technical evaluations of the proposals received and to determine the most qualified proposer.
- e. Price and Other Factors. An award is made to the responsible proposer whose proposal is most advantageous to the recipient's program with price and other factors considered.
- f. Best Value. If permitted under its State or local law, the recipient may award the contract to the proposer whose proposal provides the greatest value to the recipient. To do so, the recipient's solicitation must inform potential proposers that the award will be made on a "best value" basis and identify what factors will form the basis for award. The evaluation factors for a specific procurement should reflect the subject matter and the elements that are most important to the recipient. Those evaluation factors may include, but need not be limited to, technical design, technical approach, length of delivery schedules, quality of proposed personnel, past performance, and management plan. The recipient should base its determination of which proposal represents the "best value" on an analysis of the tradeoff of qualitative technical factors and price or cost factors. Apart from the statutory requirement that the contract must support the recipient's public transportation project consistent with applicable Federal laws and regulations, DOT does not require any specific factors or analytic process.

ARCHITECTURAL ENGINEERING (A&E) SERVICES AND OTHER SERVICES

The MHRA will comply with Texas Government Code Title 10, General Government, Subtitle F, State and Local Contracts and Fund Management, Chapter 2254, Professional and Consulting Services, Subchapter A, Professional Services, to acquire A&E services and/or program management, construction management, feasibility studies, preliminary engineering, design, architectural, engineering, surveying, mapping and related services as they directly connect to, directly relate to, or lead to construction, alteration, or repair of real property. The nature of the work to be performed and its relationship to construction, not the nature of the prospective contractor, determine whether qualifications-based procurement procedures may be used as described below. The State adopted the law before August 10, 2005 and it is to DOT's enabling legislation at 49 U.S.C. Section 5325(b) (1), which requires the use of the qualifications-based procurement procedures contained in the "Brooks Act," 40 U.S.C. Sections 1101 through 1104.

1. **Qualifications-Based Procurement Procedures Required.** The recipient must use qualifications-based procurement procedures not only when contracting for A&E services, but also for other services listed in 49 U.S.C. Section 5325(b)(1) that are directly in support of, directly connected to, directly related to, or lead to construction, alteration, or repair of real property. For example, a contractor performing program management, project design, construction management, or engineering services in which that contractor would select the finished products to be acquired for a DOT assisted construction project must be selected through qualifications-based procurement procedures.
2. **Qualifications-Based Procurement Procedures Prohibited.** Unless USDOT determines otherwise in writing, a recipient may not use qualifications-based procurement procedures to acquire other types of services if those services are not directly in support of, directly connected to, directly related to, or do not lead to construction, alteration, or repair of real property. Even if a contractor

has performed services listed herein in support of a construction, alteration, or repair project involving real property, selection of that contractor to perform similar services not relating to construction may not be made through the use of qualifications-based procurement procedures.

- a. A project involving construction does not always require that qualifications-based procurement procedures be used. Whether or not qualifications-based procurement procedures may be used depends on the actual services to be performed in connection with the construction project. For example, the design or fabrication of message signs, signals, movable barriers, and similar property that will become off-the-shelf items or will be fabricated and delivered as final end products for installation in an DOT assisted construction project are not services for which qualifications-based procurement procedures may be used. Nor is actual construction, alteration, or repair to real property the type of services for which qualifications-based procurement procedures may be used.
3. **Qualifications-Based Procurement Procedures.** The following procedures apply to qualifications-based procurements:
- a. **Qualifications.** Unlike other two-step procurement procedures in which price is an evaluation factor, an offeror's qualifications are evaluated to determine contract award.
 - b. **Price.** Price is excluded as an evaluation factor.
 - c. **Most Qualified.** Negotiations are first conducted with only the most qualified offeror.
 - d. **Next Most Qualified.** Only after failing to agree on a fair and reasonable price may negotiations be conducted with the next most qualified offeror. Then, if necessary, negotiations with successive offerors in descending order may be conducted until contract award can be made to the offeror whose price the recipient believes is fair and reasonable.
 - e. **Effect of State Laws.** To the extent that a State has, before August 10, 2005, adopted by law, an equivalent State qualifications-based-procurement requirement for acquiring architectural, engineering, and design services, State procedures, rather than Federal "Brooks Act" procedures (40 U.S.C. Sections 1101 through 1104), may be used.
4. **Audits and Indirect Costs.** As required by 49 U.S.C. Section 5325(b)(2), the following requirements apply to a third party contract for program management, architectural engineering, construction management, feasibility studies, preliminary engineering, design, architectural, engineering, surveying, mapping, or related services:
- a. **Performance of Audits.** The third-party contract or subcontract must be performed and audited in compliance with FAR Part 31 cost principles.
 - b. **Indirect Cost Rates.** The recipient and the third party contractor, its subcontractors and subrecipients, if any, must accept FAR indirect cost rates for the one-year applicable accounting periods established by a cognizant Federal or State government MHRA, if those rates are not currently under dispute.
 - c. **Application of Rates.** After a firm's indirect cost rates established, those rates will apply for purposes of contract estimation, negotiation, administration, reporting, and payments, not limited by administrative or de facto ceilings.
 - d. **Pre-notification; Confidentiality of Data.** Before requesting or using cost or rate data, a recipient must notify the affected firm(s). That data must be kept confidential and may not be accessible by or provided by the MHRA or group of agencies that share cost data under this subparagraph, except by written permission of the audited firm. If prohibited by law, the cost and rate data may not be disclosed under any circumstances. DOT recognizes that many States have "Open Records" laws that may make it difficult to maintain confidential cost or rate data. As a result, before requesting or using a firm's cost or rate data, not only should a recipient notify the affected firm, but it must also

obtain permission to provide that data in response to a valid request under applicable State law. The confidentiality requirements of 49 U.S.C. 5325(b)(2)(D) cannot be waived, even if those confidentiality requirements conflict with State law or regulations.

OTHER THAN FULL AND OPEN COMPETITION

Normally, the recipient must provide for full and open competition when soliciting bids or proposals. The Common Grant Rule for governmental recipients, however, acknowledges that under certain circumstances, a recipient may conduct procurements without providing for full and open competition.

1. **When Appropriate.** A recipient may use noncompetitive proposals only when the procurement is inappropriate for small purchase procedures, sealed bids, or competitive proposals, and at least one of the following circumstances are present:
 - a. **Adequate Competition.** After soliciting several sources, DOT expects the recipient to review its specifications to determine if they are unduly restrictive or if changes can be made to encourage submission of more bids or proposals. After the recipient determines that the specifications are not unduly restrictive and changes cannot be made to encourage greater competition, the recipient may determine the competition adequate. A cost analysis must be performed in lieu of a price analysis when this situation occurs.
 - b. **Sole Source.** When the recipient requires supplies or services available from only one responsible source, and no other supplies or services will satisfy its requirements, the recipient may make a sole source award. When the recipient requires an existing contractor to make a change to its contract that is beyond the scope of that contract, the recipient has made a sole source award that must be justified.
 - i. **Unique Capability or Availability.** The property or services are available from one source if one of the conditions described below is present:
 - ii. **Unique or Innovative Concept.** The bidder or proposer demonstrates a unique or innovative concept or capability not available from another source. Unique or innovative concept means a new, novel, or changed concept, approach, or method that is the product of original thinking, the details of which are kept confidential or are patented or copyrighted, and is available to the recipient only from one source and has not in the past been available to the recipient from another source.
 - iii. **Patents or Restricted Data Rights.** Patent or data rights restrictions preclude competition.
 - iv. **Substantial Duplication Costs.** In the case of a follow-on contract for the continued development or production of highly specialized equipment and major components thereof, when it is likely that award to another contractor would result in substantial duplication of costs that are not expected to be recovered through competition.
 - v. **Unacceptable Delay.** In the case of a follow-on contract for the continued development or production of a highly specialized equipment and major components thereof, when it is likely that award to another contractor would result in unacceptable delays in fulfilling the recipient's needs.
 - vi. **Single Bid or Single Proposal.** Upon receiving a single bid or single proposal in response to a solicitation, the recipient should determine if competition was adequate. This should include a review of the specifications for undue restrictiveness and might include a survey of potential sources that chose not to submit a bid or proposal.

- vii. Inadequate Competition. DOT acknowledges competition to be inadequate when, caused by conditions within the recipient's control. For example, if the specifications used were within the recipient's control and those specifications were unduly restrictive, competition will be inadequate.
- c. Unusual and Compelling Urgency. The Common Grant Rule for governmental recipients permits the recipient to limit the number of sources from which it solicits bids or proposals when a recipient has such an unusual and urgent need for the property or services that the recipient would be seriously injured unless it were permitted to limit the solicitation. The recipient may also limit the solicitation when the public exigency or emergency will not permit a delay resulting from competitive solicitation for the property or services.
- d. Authorized by DOT. The Common Grant Rules provides Federal agencies authority to permit a recipient to use noncompetitive proposals. Under this authority, DOT has made the following determinations:
 - i. Team, Consortium, Joint Venture, Partnership. With some exceptions, when DOT awards a grant agreement or enters into a cooperative agreement with a team, consortium, joint venture, or partnership, or provides DOT assistance for a research project in which DOT has approved the participation of a particular firm or combination of firms in the project work, the grant agreement or cooperative agreement constitutes approval of those arrangements. In such cases, DOT expects the recipient to use competition, as feasible, to select other participants in the project. It can sometimes be difficult to determine whether a bidder or bidder or proposer is submitting its bid or proposal as a team or other group with committed parties. The Recipient should clarify with the bidder or proposer how other entities included in its bid or proposal are to be treated.
 - ii. FAR Standards. To ensure that the recipient has flexibility equal to that of Federal contracting officers, DOT authorizes procurement by noncompetitive proposals in all of the circumstances authorized by FAR Part 6.3. In addition to circumstances discussed in the Common Grant Rules, the FAR authorizes less than full and open competitive procurements in one or more of the following circumstances:
 1. Statutory Authorization or Requirement. To comply with DOT appropriations laws that include specific statutory requirements, with the result that only a single contractor can perform certain project work.
 2. National Emergency. To maintain a facility, producer, manufacturer, or other supplier available to provide supplies or services in the event of a national emergency or to achieve industrial mobilization.
 3. Research. To establish or maintain an educational or other non-profit institution or a federally funded research and development center that has or will have an essential engineering, research, or development capability.
 4. Protests, Disputes, Claims, Litigation. To acquire the services of an expert or neutral person for any current or anticipated protest, dispute, claim, or litigation.
 5. International Arrangements. When precluded by the terms of an international agreement or a treaty between the United States and a foreign government or international organization, or when prohibited by the written directions of a foreign government reimbursing the recipient

- for the cost of the acquisition of the supplies or services for that government.
 - 6. **National Security.** When the disclosure of the recipient's needs would compromise the national security.
 - 7. **Public Interest.** When the recipient determines that full and open competition in connection with a particular acquisition is not in the public interest.
2. **When Prohibited.** Less than full and open competition is not justified based on:
- a. **Failure to Plan.** The recipient's lack of advance planning, or
 - b. **Limited Availability of Federal Assistance.** Concerns about the amount of Federal assistance available to support the procurement (for example, expiration of Federal assistance previously available for award).
3. **Procurement Procedures.** When less than full and open competition is available to the recipient, the Common Grant Rule for governmental recipients directs the recipient to:
- a. **Potential Sources.** Solicit offers from as many potential sources as is practicable under the circumstances.
 - b. **Sole Source Justification.** If the recipient decides to solicit an offer from only one source, the recipient must justify its decision adequately in light of the standards. DOT expects this sole source justification to be in writing.
 - c. **Cost Analysis.** Prepare or obtain a cost analysis verifying the proposed cost data, the projections of the data, and the evaluation of the costs and profits.
 - d. **Pre-award Review.** Submit the proposed procurement to DOT for pre-award review if DOT so requests.

GOVERNMENT PRICING SCHEDULES

Recipients are encouraged to utilize available state and local intergovernmental agreements for procurement or use of common goods and services. When obtaining goods or services in this manner, recipients must ensure all federal requirements, required clauses, and certifications (including Buy America) are properly followed and included, whether in the master intergovernmental contract or in the recipient's purchase document.

Contract Type

TYPICAL CONTRACT TYPES.

Contract types may include, but are not limited to, the following:

1. **Firm Fixed Price.** A firm fixed price contract includes a price that remains fixed irrespective of the contractor's cost experience in performing the contract. A firm fixed price contract may include an economic price adjustment provision, incentives, or both.
2. **Cost Reimbursement.** A cost-reimbursement contract provides for payment of the contractor's allowable incurred costs, to the extent prescribed in the contract. Allowable costs may include incentives if the recipient believes they can prove helpful. Cost-reimbursement contracts are suitable for use only when the uncertainties involved in contract performance do not permit costs to be estimated with sufficient accuracy to use any type of fixed price contract.
3. **Cost Plus Fixed-Fee.** A cost-plus fixed fee contract is a specific type of contract wherein the contractor is paid for the normal expenses for a project, plus an additional fixed fee for their services. These allow the contractor to collect a profit on the project, and they encourage economic production in various industries.

Contractor Selection

Before the MHRA will consider selection of a bidder or proposer for contract award, the MHRA will determine if the bidders or proposers are responsive and responsible. To designate a potential contractor “responsive”, the MHRA will state the documents to be submitted by the bidders or proposers and include a deadline for submission in the solicitation. The bidder or proposer will be considered responsive if they submit the bid, proposal, or qualifications by the deadline and in accordance with the solicitation instructions.

To designate a prospective contractor “responsible”, the MHRA will award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, suspension and debarment and financial and technical resources, per 2 CFR 200.213.

For sealed bids, the MHRA will select the lowest bidder, who is deemed responsive and responsible, for contract award.

For competitive proposals, the MHRA will state the evaluation criteria used to review the proposer’s proposal in the solicitation. At a minimum, the criteria will include: experience, qualifications and quality of the proposer’s services; the total long-term cost to the MHRA to acquire the proposer’s services; reputation of proposer; and any relevant criteria specifically listed in the RFP. If the MHRA desires to use best value, then the MHRA must state it with the evaluation criteria. The MHRA will list the evaluation criteria in order of importance from high to low in the solicitation. All responsive and responsible proposers will be evaluated against the criteria and the MHRA will select proposer with the highest evaluation for contract award.

The MHRA will state the use of the state qualifications-based selection process and list the required qualifications in all DOT-assisted qualifications based procurements, which are restricted to procuring A&E services and/or program management, construction management, feasibility studies, preliminary engineering, design, architectural, engineering, surveying, mapping and related services as they directly connect to, directly relate to, or lead to construction, alteration, or repair of real property. The MHRA will comply with Texas Government Code Title 10, General Government, Subtitle F, State and Local Contracts and Fund Management, Chapter 2254, Professional and Consulting Services, Subchapter A, Professional Services, which was adopted by the State as a law before August 10, 2005 and equivalent to the qualifications-based procurement procedures contained in the “Brooks Act for acquiring architectural, engineering, and design services. The MHRA will state the use of the state qualifications-based selection process and list the required qualifications in all DOT-assisted professional architectural, engineering, and design services as they directly connect to, directly relate to, or lead to construction, alteration, or repair of real property.

Consultant Evaluation and Selection Procedures

ARCHITECTURAL AND ENGINEERING-BASED SOLICITATIONS

1. **Procedures.** This process will be utilized when selecting prime consulting firms to provide civil, architectural and traffic engineering and planning services. The general procedure for evaluating and selecting Prime Architect-Engineer firms consists of:

- a. Establish the need for an A-E consultant and will prepare a brief project description and /or scope.
- b. Identify and secure budgetary appropriations for the project design funding, approved by the MHRA Board of Directors.
- c. Solicit Statement of Qualifications from A-E consultants by publishing the solicitation in the local paper with the project scope and a link to the digital version of the Request for Qualifications (RFQ) on two (2) consecutive weeks. Publication of the first advertisement shall be a minimum of 21 days prior to the opening of the sealed responses.
- d. Notify potential providers of Title VI of the Civil Rights Act of 1964, Suspension and Debarment, Disadvantage Business Enterprise and all other non-discrimination acts affecting the availability of federal funds which will be specifically addressed in the RFQ.
- e. All responses shall be submitted in sealed envelopes which are clearly marked as "Sealed Response to Request for Qualifications." Sealed Responses shall be opened at the MHRA at the location and date/time as advertised and indicated in the Notice of Request for Qualifications.
- f. The evaluation team shall review the Statements of Qualifications received from interested firms using the matrix developed at the beginning of the process. The evaluation shall include work experience, workload, past performance, and staffing capabilities. The MHRA will create a short list of firms based on the Statement of Qualifications.
- g. The short-listed firms may be invited to appear for separate presentations to the evaluation team. The engineers and other personnel that will be assigned to the project will provide the presentation utilizing the scope and project description developed by the sponsor department. The presentation should define the consultant's understanding of the project, set forth the firm's approach to the project and establish the experience of the personnel assigned to the project.
- h. Following the Evaluation Team review of the presentations and reference check, a final ranking of the short-listed firms will be prepared. All short-listed firms will be notified of the top respondent selected based upon presentations and references.
- i. Negotiations will be initiated with the top-ranked firm on the short list. The firm will be contacted and requested to meet with the MHRA to develop a detailed proposed scope of work and a schedule of fees for that work. If staff is unable to successfully negotiate a contract with the top-ranking firm, then staff will proceed to meet with the second ranking firm and enter negotiations with that firm. This process will be repeated until a successful contract negotiation has occurred, or the MHRA terminates the process.
- j. The contract will utilize a standard engineering contract.

CONSTRUCTION-BASED SOLICITATIONS

1. **Procedures.** This process will be utilized when selecting prime consulting firms to provide construction services. The general procedure for evaluating and selecting Construction firms consists of:
 - a. Identify and secure the project funding, approved by the MHRA Board of Directors, prepare a project description and/or scope, and develop specifications.
 - b. Establish the procurement method for selecting a construction contractor:

- i. For when the scope and specifications thoroughly explain the project and price is the only consideration, the MHRA shall develop an Invitation for Bid (IFB) solicitation.
 - ii. For when the construction project is more complicated and/or other criteria need to be considered, the MHRA shall develop a Request for Proposal (RFP) solicitation.
- c. Solicit Bid or Proposal from construction consultants by publishing the solicitation in the local paper with the project scope and a link to the digital version of the solicitation on two (2) consecutive weeks. Publication of the first advertisement shall be a minimum of 21 days prior to the opening of the responses.
- d. Notify potential providers of Title VI of the Civil Rights Act of 1964, Suspension and Debarment, Disadvantage Business Enterprise and all other non-discrimination acts affecting the availability of federal funds which will be specifically addressed in the IFB/RFP.
- e. All responses shall be submitted in sealed envelopes which are clearly marked as "Sealed Response to Invitation for Bid / Request for Proposals." Sealed Responses shall be opened and (if an IFB) read at the MHRA at the location and date/time as advertised and indicated in the public notice and solicitation.
- f. The evaluation process will be as follows:
 - i. For an IFB, the lowest bidder will be reviewed for responsibility and responsiveness. If deemed responsible and responsive, then the lowest bidder will be selected. If the lowest bidder is deemed to be not responsible or responsive, then the lowest bidder will be rejected, and the second lowest bidder will then be reviewed.
 - ii. For an RFP, the MHRA shall review the Proposals received from interested firms using the matrix developed at the beginning of the process. All proposals will be reviewed for responsibility and responsiveness and throw out any proposal deemed not responsible or responsive. Based on the scoring of criteria, the proposals will be ranked. At that point, the Evaluation Team will determine if more information from the Respondent is needed, if an interview with proposers is needed or if the Evaluation Team is ready to recommend the selected contractor.
- g. The contract will utilize a standard construction contract.

Documentation Requirements

REASONABLE DOCUMENTATION

The MHRA will maintain the procurement history and associated documentation as a part of the procurement file. The extent of the documentation will be appropriate with the procurement method, which reflects the size and complexity of the procurement. These records will include but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.

VALUE ENGINEERING

The MHRA will use value engineering clauses for construction and other capital projects of sufficient size to offer reasonable opportunity for increased efficiency. Value engineering is a systematic and creative analysis to ensure that the project is designed and constructed to perform its essential functions in the most cost-effective manner. The process may include consideration of life-cycle costing, and intangible or indirect benefits such as sustainability.

ADMINISTRATIVE PRACTICES

Per 2 CFR 200.318, the MHRA must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the MHRA of any contractual responsibilities under its contracts.

Risk Assessment

Per 2 CFR 200.205, in evaluating risks posed by applicants, the MHRA may use a risk-based approach and may consider any items such as the following:

1. Financial stability
2. Quality of management systems and ability to meet the management standards
3. History of performance
4. Reports and findings from cost or price audits performed
5. The applicant's ability to effectively implement statutory, regulatory, or other requirements listed in the solicitation

A risk management framework may be employed by the MHRA to provide reasonable assurance that consulting firm costs, including those stemming from indirect cost rates, are established in accordance with the FAR cost principles. The MHRA risk management framework may include, but is not limited to, the following tools: FAR cost principles compliant audits (which may result in cognizant approved indirect cost rates), desk reviews, reliance on work performed by other State DOTs (in accepting an indirect cost rate for use in their respective State), or other procedures, as appropriate. The scope of a risk management framework may include pre-award and post-award audits, where appropriate. The framework should consider the following risk criteria: dollar thresholds; history/reputation of the consulting firm; the number of States in which the consulting firm does business; audit frequency; experience of the CPA firm performing audits on the consulting firm's indirect cost rate; responses to the consulting firm's internal control questionnaire; and/or other risk criteria, as deemed appropriate. An audit risk assessment process/risk management framework employed by a contracting MHRA should be established as a component of the contracting MHRA's approved written policies and procedures (as specified in 23 CFR 172.5(c)).

Appendix A – Conflict of Interest Form

CONFLICT OF INTEREST QUESTIONNAIRE For vendor doing business with local governmental entity		FORM CIQ
<p>This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.</p> <p>This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).</p> <p>By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.</p> <p>A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.</p>	OFFICE USE ONLY	
<p>1 Name of vendor who has a business relationship with local governmental entity.</p>	Date Received	
<p>2 <input type="checkbox"/> Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)</p>		
<p>3 Name of local government officer about whom the information is being disclosed.</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Name of Officer</p>		
<p>4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.</p> <p style="margin-left: 40px;">A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?</p> <p style="margin-left: 80px;"> <input type="checkbox"/> Yes <input type="checkbox"/> No </p> <p style="margin-left: 40px;">B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?</p> <p style="margin-left: 80px;"> <input type="checkbox"/> Yes <input type="checkbox"/> No </p>		
<p>5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.</p>		
<p>6 <input type="checkbox"/> Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).</p>		
<p>7</p> <p style="text-align: center;"> _____ Signature of vendor doing business with the governmental entity </p> <p style="text-align: right; margin-right: 100px;"> _____ Date </p>		

Appendix B – Certificate of Interested Parties

CERTIFICATE OF INTERESTED PARTIES		FORM 1295	
Complete Nos. 1 - 4 and 6 if there are interested parties. Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.		OFFICE USE ONLY	
1 Name of business entity filing form, and the city, state and country of the business entity's place of business.			
2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.			
3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the goods or services to be provided under the contract.			
4 Name of Interested Party	City, State, Country (place of business)	Nature of Interest (check applicable)	
		Controlling	Intermediary
5 Check only if there is NO Interested Party. <input type="checkbox"/>			
6 AFFIDAVIT I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.			
_____ Signature of authorized agent of contracting business entity			
AFFIX NOTARY STAMP / SEAL ABOVE			
Sworn to and subscribed before me, by the said _____, this the _____ day of _____, 20 _____, to certify which, witness my hand and seal of office.			
_____ Signature of officer administering oath	_____ Printed name of officer administering oath	_____ Title of officer administering oath	
ADD ADDITIONAL PAGES AS NECESSARY			

EXHIBIT "A"

Form of Task Order

Memorial Heights Redevelopment Authority (TIRZ No. 5)

Project No. T-0527 – Heights Boulevard Pedestrian and Bicycle Safety Improvements and MKT Trail Bicycle and Pedestrian Safety Project

Work Authorization No. 1 – Bidding, Construction Phase Engineering Services, and Construction Inspection Services

This WORK AUTHORIZATION authorizes professional engineering services to be performed by JONES | CARTER (the "ENGINEER") pursuant to the Master Agreement for Professional Engineering Services ("AGREEMENT") between the ENGINEER and MEMORIAL HEIGHTS REDEVELOPMENT AUTHORITY/ TIRZ NO. 5 ("MHRA"). Unless otherwise defined herein, all capitalized terms used in this WORK AUTHORIZATION are defined in the Agreement.

This WORK AUTHORIZATION consists of the following:

- 1.0 PROJECT DESCRIPTION: The ENGINEER shall support MHRA with the Construction Phase Engineering Services and Construction Inspection Services.
- 2.0 SCOPE OF SERVICES: The ENGINEER shall perform tasks as related to Bid Phase Services, Construction Phase Engineering Services, and Construction Inspection Services:
 - 2.1 Bid Phase Services - The 2-step process includes a request for and a review of qualifications prior to taking bids. Once qualified bidders are recognized, bid shall be requested and reviewed, and a recommendation of award letter issued to the board prior to construction.
 - 2.2 Construction Phase Engineering Services – To include construction administration, submittal review, RFI review and response, monthly progress meetings and site visits, and preparation of record drawings.
 - 2.3 Construction Inspection Services – To include regular observation at key milestones to ensure compliance with the contract documents.
- 3.0 FEE AND PAYMENT: The ENGINEER shall complete the tasks in this WORK AUTHORIZATION for an hourly not to exceed amount of \$154,320.00 (see **Exhibit "B" of the PSA** for applicable schedule of hourly rates). As a task based work authorization, the ENGINEER shall inform MHRA when 75% of funds have been used.
- 4.0 PROJECT SCHEDULE: The schedule to complete this work is nine (9) months.

IN WITNESS WHEREOF, the parties have executed this TASK ORDER as of _____, 20__.

MEMORIAL HEIGHTS REDEVELOPMENT AUTHORITY:

JONES | CARTER

By: _____

By: _____


Name: _____

Name: _____

Title: _____

Title: _____

ATTEST: _____

		Practice Leader	PEV	PEIV	PEIII	PEI	DEI	Admin III		Sub-Total	Sub Cons.	Sub Cons.	Sub Cons. (cost + 8%)	Total Budget
		\$250.00	\$230.00	\$215.00	\$185.00	\$140.00	\$100.00	\$100.00						
BASIC SERVICES														
Task 210 - Bid Phase Services														
1	2-Step Qualifications and Bid Process									\$0			\$0.00	\$0.00
2	Write and Publish ad for SOQs			2						\$430			\$0.00	\$430.00
3	Prepare for and Conduct Pre-Proposal Meeting			8		8				\$2,840			\$0.00	\$2,840.00
4	Receive and Evaluate SOQs		8	8						\$3,560			\$0.00	\$3,560.00
5	Write and Publish Ad for Bids			2						\$430			\$0.00	\$430.00
6	Prepare for and Conduct Pre-Bid Meeting			8		8				\$2,840			\$0.00	\$2,840.00
7	Prepare and Issue Addenda (max 2)			8		16				\$3,960			\$0.00	\$3,960.00
8	Receive and Tabulate Bids			2		12	16			\$3,710			\$0.00	\$3,710.00
9	Assist with Evaluation and Provide Recommendation to MHRA			2		4				\$990			\$0.00	\$990.00
													Sub-Total	\$18,760.00
Task 300 - Construction Phase Services (9 months)(T&M)														
1	Construction Contract Preparation			8		24				\$5,080			\$0.00	\$5,080.00
2	Pre-Construction Meeting			4		4				\$1,420			\$0.00	\$1,420.00
3	Pay Applications			18		18				\$6,390			\$0.00	\$6,390.00
4	Submittal Review			18		78				\$14,790			\$0.00	\$14,790.00
5	RFI Review and Response			28		76				\$16,660			\$0.00	\$16,660.00
6	Monthly Construction Progress Meetings & Site Visits			36		56		18		\$17,380			\$0.00	\$17,380.00
7	Record Drawings			8		96				\$15,160			\$0.00	\$15,160.00
													Sub-Total	\$76,880.00
Task 600 - Field Project Representation (9 months)(T&M)														
1	Field Project Representation - Inspector					160				\$22,400			\$0.00	\$22,400.00
2	Field Project Representation - Engineer			80				18		\$19,000			\$0.00	\$19,000.00
3	Field Project Representation - Construction Manager									\$0			\$0.00	\$0.00
													Sub-Total	\$41,400.00
Task 800 - Reimbursable Expenses														
1	Repro/Mileage/Plan Approval Expenses										\$1,000.00		\$1,080.00	\$1,080.00
2													\$0.00	\$0.00
3													\$0.00	\$0.00
													Sub-Total	\$1,080.00
Task 910 - Construction Materials Testing														
1	Construction Materials Testing										\$15,000.00		\$16,200.00	\$16,200.00
2													\$0.00	\$0.00
3													\$0.00	\$0.00
													Sub-Total	\$16,200.00
	Hours Subtotal	0	8	240	0	560	16	36						
SUBTOTAL BASIC SERVICES		\$ -	\$ 1,840	\$ 51,600	\$ -	\$ 78,400	\$ 1,600	\$ 3,600		\$137,040	\$16,000.00	\$0.00	\$17,280.00	\$154,320.00

CITY OF HOUSTON
 ECONOMIC DEVELOPMENT DIVISION
 FISCAL YEAR 2021 BUDGET PROFILE

Fund Summary
 Fund Name: Memorial Heights Redevelopment Authority
 TIRZ: 05
 Fund Number: 7553/50

P R O F I L E	Base Year:	1996
	Base Year Taxable Value:	\$ 67,807,537
	Projected Taxable Value (TY2020):	\$ 2,325,424,271
	Current Taxable Value (TY2019):	\$ 2,279,827,717
	Acres:	1410.36
	Administrator (Contact):	City of Houston
	Contact Number:	832-393-0985

N A R R A T I V E	Zone Purpose:
	Tax Increment Reinvestment Zone Number Five, City of Houston, Texas was created to provide plans and programs necessary to create and support an environment attractive to private investments in the greater Memorial Heights and lower White Oak Bayou recreational corridor. The intent of the plans and programs is to support the long-term stability and viability of the area.

P R O J E C T P L A N		Total Plan	Cumulative Expenses (to 6/30/19)	Variance
		Capital Projects:		
	Public Utility Improvements	\$ 138,144,635	\$ 2,885,228	\$ 135,259,407
	Roadway and Sidewalk Improvements	131,738,100	9,668,634	122,069,466
	Parks and Park Improvements	88,499,375	9,280,857	79,218,518
	Property Assemblage/Mitigation	52,100,000	882,382	51,217,618
		-	-	-
		-	-	-
		-	-	-
		-	-	-
	Total Capital Projects	\$ 410,482,110	\$ 22,717,101	\$ 387,765,009
	Affordable Housing	33,332,210	7,262,210	26,070,000
	School & Education/Cultural Facilities	23,123,754	12,705,295	10,418,459
	Financing Costs	29,879,513	3,428,907	26,450,606
	Administration Costs/ Professional Services	11,513,853	5,917,261	5,596,592
	Creation Costs	175,300	175,300	-
	Total Project Plan	\$ 508,506,740	\$ 52,206,074	\$ 456,300,666

D E B T	Additional Financial Data	FY2020 Budget	FY2020 Estimate	FY2021 Budget
		<u>Debt Service</u>	\$ -	\$ -
	Principal	\$ -	\$ -	\$ -
	Interest	\$ -	\$ -	\$ -
		Balance as of 6/30/19	Projected Balance as of 6/30/20	Projected Balance as of 6/30/21
	<u>Year End Outstanding (Principal)</u>			
	Bond Debt	\$ -	\$ -	\$ -
	Bank Loan	\$ -	\$ -	\$ -
	Line of Credit	\$ -	\$ -	\$ -
	Developer Agreement	\$ -	\$ -	\$ -
	Other	\$ -	\$ -	\$ -

CITY OF HOUSTON
 ECONOMIC DEVELOPMENT DIVISION
 FISCAL YEAR 2021 BUDGET DETAIL

Fund Summary
 Fund Name: Memorial Heights Redevelopment Author
 TIRZ: 05
 Fund Number: 7553/50

TIRZ Budget Line Items	FY2020 Budget	FY2020 Estimate	FY2021 Budget
RESOURCES			
RESTRICTED Funds - Capital Projects	\$ 13,760,510	\$ 13,511,048	16,921,162
RESTRICTED Funds - Affordable Housing	\$ -	\$ -	-
RESTRICTED Funds - Bond Debt Service	\$ -	\$ -	-
Beginning Balance	\$ 13,760,510	\$ 13,511,048	\$ 16,921,162
City tax revenue	\$ 6,916,597	\$ 6,605,738	\$ 6,877,206
County tax revenue	\$ -	\$ -	\$ -
ISD tax revenue	\$ -	\$ -	\$ -
ISD tax revenue - Pass Through	\$ -	\$ -	\$ -
Community College tax revenue	\$ -	\$ -	\$ -
Incremental property tax revenue	\$ 6,916,597	\$ 6,605,738	6,877,206
Adjustment - Prior Years Increment	\$ -	\$ -	\$ -
Miscellaneous revenue	\$ -	\$ -	\$ -
COH TIRZ interest	\$ 4,210	\$ 4,210	\$ 4,210
Interest Income	\$ 25,000	\$ 185,149	\$ 25,000
Other Interest Income	\$ 29,210	\$ 189,359	\$ 29,210
City of Houston	\$ 405,000	\$ 405,000	\$ -
Grant Proceeds	\$ -	\$ 25,000	\$ -
Proceeds from Bank Loan	\$ -	\$ -	\$ -
Contract Revenue Bond Proceeds	\$ -	\$ -	\$ 40,000,000
TOTAL AVAILABLE RESOURCES	\$ 21,111,317	\$ 20,736,145	\$ 63,827,578

CITY OF HOUSTON
 ECONOMIC DEVELOPMENT DIVISION
 FISCAL YEAR 2021 BUDGET DETAIL

Fund Summary
 Fund Name: Memorial Heights Redevelopment Author
 TIRZ: 05
 Fund Number: 7553/50

TIRZ Budget Line Items	FY2020 Budget	FY2020 Estimate	FY2021 Budget
EXPENDITURES			
Accounting	\$ 20,000	\$ 19,920	\$ 25,000
Administration Salaries & Benefits	\$ 100,000	\$ 106,170	\$ 120,000
Auditor	\$ 9,000	\$ 8,000	\$ 10,000
Bond Services/Trustee/Financial Advisor	\$ 25,000	\$ 2,100	\$ 25,000
Insurance	\$ 1,000	\$ 965	\$ 1,000
Office Administration	\$ 10,000	\$ -	\$ 20,000
TIRZ Administration and Overhead	\$ 165,000	\$ 137,155	\$ 201,000
Engineering Consultants	\$ 75,000	\$ 52,789	\$ 75,000
Legal	\$ 100,000	\$ 37,820	\$ 100,000
Construction Audit	\$ -	\$ -	\$ -
Planning Consultants	\$ 50,000	\$ -	\$ 50,000
Program and Project Consultants	\$ 225,000	\$ 90,609	\$ 225,000
Management consulting services	\$ 390,000	\$ 227,764	\$ 426,000
Capital Expenditures (See CIP Schedule)	\$ 2,800,000	\$ 1,051,188	\$ 17,065,000
TIRZ Capital Expenditures	\$ 2,800,000	\$ 1,051,188	\$ 17,065,000
Regents Square GID	\$ 606,907	\$ 262,565	\$ 306,000
Hanover	\$ -	\$ -	\$ -
Developer / Project Reimbursements	\$ 606,907	\$ 262,565	\$ 306,000
System debt service	\$ -	\$ -	\$ -
TOTAL PROJECT COSTS	\$ 3,796,907	\$ 1,541,517	\$ 17,797,000
Payment/transfer to ISD - educational facilities	\$ -	\$ -	\$ -
Administration Fees:			
City	\$ 345,830	\$ 236,470	\$ 343,860
County	\$ -	\$ -	\$ -
ISD	\$ -	\$ -	\$ -
HCC	\$ -	\$ -	\$ -
Affordable Housing:			
City	\$ -	\$ -	\$ -
County	\$ -	\$ -	\$ -
ISD to City of Houston	\$ -	\$ -	\$ -
Municipal Services Charge	\$ 160,652	\$ 160,652	\$ 160,652
One-time Prior Year Increment Adj. (2014 thru 2017)	\$ -	\$ 1,876,344	\$ -
Total Transfers	\$ 506,482	\$ 2,273,466	\$ 504,512
Total Budget	\$ 4,303,389	\$ 3,814,983	\$ 18,301,512
RESTRICTED Funds - Capital Projects	\$ 16,807,928	16,921,162	45,526,066
RESTRICTED Funds - Affordable Housing	\$ -	\$ -	\$ -
RESTRICTED Funds - Bond Debt Service	\$ -	\$ -	\$ -
Ending Fund Balance	\$ 16,807,928	16,921,162	45,526,066
Total Budget & Ending Fund Balance	\$ 21,111,317	\$ 20,736,145	\$ 63,827,578

Notes:

2021 - 2025 CAPITAL IMPROVEMENT PLAN
TIRZ No. 5 - Memorial Heights Redevelopment Authority
CIP by Project

CITY OF HOUSTON - TIRZ PROGRAM
Economic Development Division

Council District	CIP No.	Project	Fiscal Year Planned Appropriations							FY21 - FY25 Total	Cumulative Total (To Date)
			Through 2019	Projected 2020	2021	2022	2023	2024	2025		
H	T-0520	Houston Avenue & White Oak Drive Intersection Improvements	\$ -	100,000	300,000	-	-	-	-	300,000	400,000
C	T-0521	Little Thicket Park Improvements	\$ -	380,332	300,000	-	-	-	-	300,000	680,332
C	T-0523A	Shepherd Durham and Selectred Cross Street Reconstruction Project (Pro	\$ -	449,419	1,500,000	21,500,000	31,500,000	22,220,000	30,000,000	106,720,000	107,169,419
C, H	T-0525	North Canal Project	\$ -	7,886	13,000,000	12,000,000	-	-	-	25,000,000	25,007,886
C	T-0527	Heights Boulevard Pedestrian and Bicycle Safety Improvements and MKT	\$ -	113,551	1,220,000	-	-	-	-	1,220,000	1,333,551
C	T-0528	West Dallas Restriping Project	\$ -	-	500,000	-	-	-	-	500,000	500,000
C	T-0529	Yale and Center Intersection	\$ -	-	-	1,050,000	-	-	-	1,050,000	1,050,000
C	T-0530	Segment of Trail between White Oak Bayou and Memorial Park	\$ -	-	220,000	-	-	-	-	220,000	220,000
C, H	T-0599	Safe Sidewalk Program	\$ -	-	25,000	25,000	25,000	25,000	25,000	125,000	125,000
Totals			\$ -	\$ 1,051,188	\$ 17,065,000	\$ 34,575,000	\$ 31,525,000	\$ 22,245,000	30,025,000	135,435,000	\$ 136,486,188

* NOTE:
** NOTE:
*** NOTE:

2021 - 2025 CAPITAL IMPROVEMENT PLAN
TIRZ No. 5 - Memorial Heights Redevelopment Authority
CIP by Sources of Funds

CITY OF HOUSTON - TIRZ PROGRAM
Economic Development Division

Source of Funds	Fiscal Year Planned Appropriations								
	Through 2019	Projected 2020	2021	2022	2023	2024	2025	FY21 - FY25 Total	Cumulative Total (To Date)
TIRZ Funds	-	670,856	17,065,000	33,675,000	4,025,000	15,745,000	25,000	70,535,000	71,205,856
City of Houston	-	380,332	-	-	2,500,000	6,500,000	-	9,000,000	9,380,332
Grants	-	-	-	900,000	25,000,000	-	30,000,000	55,900,000	55,900,000
Other	-	-	-	-	-	-	-	-	-
Project Total	-	1,051,188	17,065,000	34,575,000	31,525,000	22,245,000	30,025,000	135,435,000	136,486,188

Project: Houston Avenue & White Oak Drive Intersection Improvements		City Council District		Key Map:				WBS.:		T-0520					
		Location: H		Geo. Ref.:											
		Served: H		Neighborhood:											
Description: Reconstruction of Intersection into four-way configuration. Includes mast-arm traffic signals, sidewalks, pedestrian crossing, improved intersection geometry, 10' sidewalk on east side of Houston Avenue.		Operating and Maintenance Costs: (\$ Thousands)													
				2021		2022		2023		2024		2025		Total	
		Personnel		-		-		-		-		-		\$ -	
		Supplies		-		-		-		-		-		\$ -	
Justification: Existing condition includes (7) intersecting street alignments, creating a confusing and unsafe intersection.		Svcs. & Chgs.		-		-		-		-		-		\$ -	
		Capital Outlay		-		-		-		-		-		\$ -	
		Total		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	
		FTEs													
Fiscal Year Planned Expenses															
Project Allocation		Projected Expenses thru 6/30/19	2020 Budget	2020 Estimate	2021	2022	2023	2024	2025	FY21 - FY25 Total		Cumulative Total (To Date)			
Phase															
1	Planning	-	-	-	-	-	-	-	-	\$ -		\$ -			
2	Acquisition	-	-	-	-	-	-	-	-	\$ -		\$ -			
3	Design	-	-	-	-	-	-	-	-	\$ -		\$ -			
4	Construction	-	300,000	100,000	300,000	-	-	-	-	\$ 300,000		\$ 400,000			
5	Equipment	-	-	-	-	-	-	-	-	\$ -		\$ -			
6	Close-Out	-	-	-	-	-	-	-	-	\$ -		\$ -			
7	Other	-	-	-	-	-	-	-	-	\$ -		\$ -			
Other Sub-Total:		-	-	-	-	-	-	-	-	\$ -		\$ -			
Total Allocations		\$ -	\$ 300,000	\$ 100,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000		\$ 400,000			
Source of Funds															
TIRZ Funds		-	300,000	100,000	300,000	-	-	-	-	\$ 300,000		\$ 400,000			
City of Houston		-	-	-	-	-	-	-	-	\$ -		\$ -			
Grants		-	-	-	-	-	-	-	-	\$ -		\$ -			
Other		-	-	-	-	-	-	-	-	\$ -		\$ -			
Total Funds		\$ -	\$ 300,000	\$ 100,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000		\$ 400,000			

Project: Little Thicket Park Improvements		City Council District		Key Map:				WBS.:		T-0521					
		Location: C		Geo. Ref.:											
		Served: C		Neighborhood:											
Description: Improved park amenities, erosion control/bank stabilization, public parking and access to White Oak Bayou Trail system. Funds remaining after the bank stabilization will be used for Park improvements.		Operating and Maintenance Costs: (\$ Thousands)													
				2021		2022		2023		2024		2025		Total	
		Personnel		-		-		-		-		-		\$ -	
		Supplies		-		-		-		-		-		\$ -	
Justification: Collapsed bank/repeated bank failure has encroached into the usable footprint of the park, creating dangerous conditions for park users, especially children. Opportunity to make connection to Bayou Greenways trail system.		Svcs. & Chgs.		-		-		-		-		-		\$ -	
		Capital Outlay		-		-		-		-		-		\$ -	
		Total		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	
		FTEs													
Fiscal Year Planned Expenses															
Project Allocation		Projected Expenses thru 6/30/19	2020 Budget	2020 Estimate	2021	2022	2023	2024	2025	FY21 - FY25 Total	Cumulative Total (To Date)				
Phase															
1	Planning	-			-	-	-	-	-	\$ -	\$ -				
2	Acquisition	-	-	-	-	-	-	-	-	\$ -	\$ -				
3	Design	-	-	-	-	-	-	-	-	\$ -	\$ -				
4	Construction	-	770,000	380,332	300,000	-	-	-	-	\$ 300,000	\$ 680,332				
5	Equipment	-	-	-	-	-	-	-	-	\$ -	\$ -				
6	Close-Out	-	-	-	-	-	-	-	-	\$ -	\$ -				
7	Other	-	-	-	-	-	-	-	-	\$ -	\$ -				
		-	-	-	-	-	-	-	-	\$ -	\$ -				
		-	-	-	-	-	-	-	-	\$ -	\$ -				
		-	-	-	-	-	-	-	-	\$ -	\$ -				
		-	-	-	-	-	-	-	-	\$ -	\$ -				
		-	-	-	-	-	-	-	-	\$ -	\$ -				
Other Sub-Total:		-	-	-	-	-	-	-	-	\$ -	\$ -				
Total Allocations		\$ -	\$ 770,000	\$ 380,332	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 680,332				
Source of Funds															
TIRZ Funds		-	365,000	-	300,000	-	-	-	-	\$ 300,000	\$ 300,000				
City of Houston		-	405,000	380,332	-	-	-	-	-	\$ -	\$ 380,332				
Grants		-	-	-	-	-	-	-	-	\$ -	\$ -				
Other		-	-	-	-	-	-	-	-	\$ -	\$ -				
Total Funds		\$ -	\$ 770,000	\$ 380,332	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 680,332				

Project: Shepherd Durham and Selected Cross Street Reconstruction Project (Project will be completed in phases)		City Council District		Key Map:						WBS.:		T-0523A			
		Location: C		Geo. Ref.:											
		Served: All		Neighborhood:											
Description: Roadway reconstruction between 6th street and 610 loop North, including hike and bike lanes, storm water drainage systems, curb and gutter section, streetlights, sidewalks and landscaping		Operating and Maintenance Costs: (\$ Thousands)													
				2021		2022		2023		2024		2025		Total	
		Personnel		-		-		-		-		-		\$ -	
		Supplies		-		-		-		-		-		\$ -	
Justification: Major north/south arteries with poor to non-existent drainage system, no sidewalks, no curb, unsafe for pedestrians and bicyclists.		Svcs. & Chgs.		-		-		-		-		-		\$ -	
		Capital Outlay		-		-		-		-		-		\$ -	
		Total		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	
		FTEs													
Fiscal Year Planned Expenses															
Project Allocation		Projected Expenses thru 6/30/19	2020 Budget	2020 Estimate	2021	2022	2023	2024	2025	FY21 - FY25 Total		Cumulative Total (To Date)			
Phase															
1	Planning	-	-	-	-	-	-	-	-	\$ -		\$ -			
2	Acquisition	-	-	-	-	-	720,000	-	-	\$ 720,000		\$ 720,000			
3	Design	-	-	449,419	1,500,000	1,500,000	1,500,000	1,500,000	-	\$ 6,000,000		\$ 6,449,419			
4	Construction	-	-	-	-	20,000,000	30,000,000	20,000,000	30,000,000	\$ 100,000,000		\$ 100,000,000			
5	Equipment	-	-	-	-	-	-	-	-	\$ -		\$ -			
6	Close-Out	-	-	-	-	-	-	-	-	\$ -		\$ -			
7	Other	-	-	-	-	-	-	-	-	\$ -		\$ -			
Other Sub-Total:		-	-	-	-	-	-	-	-	\$ -		\$ -			
Total Allocations		\$ -	\$ -	\$ 449,419	\$ 1,500,000	\$ 21,500,000	\$ 31,500,000	\$ 22,220,000	\$ 30,000,000	\$ 106,720,000		\$ 107,169,419			
Source of Funds															
TIRZ Funds		-	-	449,419	1,500,000	21,500,000	4,000,000	15,720,000	-	\$ 42,720,000		\$ 43,169,419			
City of Houston		-	-	-	-	-	2,500,000	6,500,000	-	\$ 9,000,000		\$ 9,000,000			
Grants		-	-	-	-	-	25,000,000	-	30,000,000	\$ 55,000,000		\$ 55,000,000			
Other		-	-	-	-	-	-	-	-	\$ -		\$ -			
Total Funds		\$ -	\$ -	\$ 449,419	\$ 1,500,000	\$ 21,500,000	\$ 31,500,000	\$ 22,220,000	\$ 30,000,000	\$ 106,720,000		\$ 107,169,419			

Project:	North Canal Project	City Council District		Key Map:		WBS.:	T-0525		
		Location:	C, H	Geo. Ref.:					
		Served:	C, H	Neighborhood:	14				
Description:	Part of North Canal project	Operating and Maintenance Costs: (\$ Thousands)							
			2021	2022	2023	2024	2025	Total	
		Personnel	-	-	-	-	-	\$ -	
		Supplies	-	-	-	-	-	\$ -	
Justification:	This is part of the North Canal project. When the North Canal is completed water level on the White Oak is expected to be lower during a flood event	Svcs. & Chgs.	-	-	-	-	-	\$ -	
		Capital Outlay	-	-	-	-	-	\$ -	
		Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
		FTEs							-

Fiscal Year Planned Expenses

Project Allocation		Projected Expenses thru 6/30/19	2020 Budget	2020 Estimate	2021	2022	2023	2024	2025	FY21 - FY25 Total	Cumulative Total (To Date)
Phase											
1	Planning	-	-	-	-	-	-	-	-	\$ -	\$ -
2	Acquisition	-	-	-	-	-	-	-	-	\$ -	\$ -
3	Design	-	1,000,000	7,886	1,000,000	-	-	-	-	\$ 1,000,000	\$ 1,007,886
4	Construction	-	-	-	12,000,000	12,000,000	-	-	-	\$ 24,000,000	\$ 24,000,000
5	Equipment	-	-	-	-	-	-	-	-	\$ -	\$ -
6	Close-Out	-	-	-	-	-	-	-	-	\$ -	\$ -
7	Other	-	-	-	-	-	-	-	-	\$ -	\$ -
		-	-	-	-	-	-	-	-	\$ -	\$ -
		-	-	-	-	-	-	-	-	\$ -	\$ -
		-	-	-	-	-	-	-	-	\$ -	\$ -
		-	-	-	-	-	-	-	-	\$ -	\$ -
		-	-	-	-	-	-	-	-	\$ -	\$ -
		-	-	-	-	-	-	-	-	\$ -	\$ -
Other Sub-Total:		-	-	-	-	-	-	-	-	\$ -	\$ -
Total Allocations		\$ -	\$ 1,000,000	\$ 7,886	\$ 13,000,000	\$ 12,000,000	\$ -	\$ -	\$ -	\$ 25,000,000	\$ 25,007,886
Source of Funds											
TIRZ Funds		-	1,000,000	7,886	13,000,000	12,000,000	-	-	-	\$ 25,000,000	\$ 25,007,886
City of Houston		-	-	-	-	-	-	-	-	\$ -	\$ -
Grants		-	-	-	-	-	-	-	-	\$ -	\$ -
Other		-	-	-	-	-	-	-	-	\$ -	\$ -
Total Funds		\$ -	\$ 1,000,000	\$ 7,886	\$ 13,000,000	\$ 12,000,000	\$ -	\$ -	\$ -	\$ 25,000,000	\$ 25,007,886

*NOTE:

Project:	Heights Boulevard Pedestrian and Bicycle Safety Improvements and MKT Trail Bicycle and Pedestrian Safety			City Council District		Key Map:		WBS.:	T-0527		
				Location: C		Geo. Ref.:					
				Served: C		Neighborhood:					
Description:	Bicycle and pedestrian facility improvements at the intersection of Heights Boulevard and the MKT Trail and at the intersection of Washington Avenue and Heights Boulevard. Improve safety and wayfinding along the MKT Trail. Small Segment trail connections to improve overall bicycle and pedestrian connectivity.			Operating and Maintenance Costs: (\$ Thousands)							
				2021	2022	2023	2024	2025	Total		
Justification:	A number of near misses have been reported at these locations. This project will evaluate the locations and the potential improvements for each of these areas and implement appropriate improvements.			Personnel	-	-	-	-	-	\$ -	-
				Supplies	-	-	-	-	-	\$ -	-
				Svcs. & Chgs.	-	-	-	-	-	\$ -	-
				Capital Outlay	-	-	-	-	-	\$ -	-
				Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
				FTEs							
Fiscal Year Planned Expenses											
Project Allocation		Projected Expenses thru 6/30/19	2020 Budget	2020 Estimate	2021	2022	2023	2024	2025	FY21 - FY25 Total	Cumulative Total (To Date)
Phase											
1	Planning	-	-	-	-	-	-	-	-	\$ -	\$ -
2	Acquisition	-	-	-	-	-	-	-	-	\$ -	\$ -
3	Design	-	130,000	113,551	20,000	-	-	-	-	\$ 20,000	\$ 133,551
4	Construction	-	600,000	-	1,200,000	-	-	-	-	\$ 1,200,000	\$ 1,200,000
5	Equipment	-	-	-	-	-	-	-	-	\$ -	\$ -
6	Close-Out	-	-	-	-	-	-	-	-	\$ -	\$ -
7	Other	-	-	-	-	-	-	-	-	\$ -	\$ -
		-	-	-	-	-	-	-	-	\$ -	\$ -
		-	-	-	-	-	-	-	-	\$ -	\$ -
		-	-	-	-	-	-	-	-	\$ -	\$ -
		-	-	-	-	-	-	-	-	\$ -	\$ -
		-	-	-	-	-	-	-	-	\$ -	\$ -
Other Sub-Total:		-	-	-	-	-	-	-	-	\$ -	\$ -
Total Allocations		\$ -	\$ 730,000	\$ 113,551	\$ 1,220,000	\$ -	\$ -	\$ -	\$ -	\$ 1,220,000	\$ 1,333,551
Source of Funds											
TIRZ Funds		-	730,000	113,551	1,220,000	-	-	-	-	\$ 1,220,000	\$ 1,333,551
City of Houston		-	-	-	-	-	-	-	-	\$ -	\$ -
Grants		-	-	-	-	-	-	-	-	\$ -	\$ -
Other		-	-	-	-	-	-	-	-	\$ -	\$ -
Total Funds		\$ -	\$ 730,000	\$ 113,551	\$ 1,220,000	\$ -	\$ -	\$ -	\$ -	\$ 1,220,000	\$ 1,333,551

Project: West Dallas Restriping Project		City Council District		Key Map:				WBS.:		T-0528					
		Location: C		Geo. Ref.:											
		Served: C		Neighborhood:											
Description: The Pavement on West Dallas is being redistributed to provide better pedestrian access and bike facilities. This portion of the street (Dunlavy to Waugh) is within the TIRZ 5 boundaries and will fill the gap between other entities' projects		Operating and Maintenance Costs: (\$ Thousands)													
				2021		2022		2023		2024		2025		Total	
		Personnel		-		-		-		-		-		\$ -	
		Supplies		-		-		-		-		-		\$ -	
Justification: West Dallas is part of the Houston Bike Plan network. This project helps to create a continues east west path between Shepherd and Downtown.		Svcs. & Chgs.		-		-		-		-		-		\$ -	
		Capital Outlay		-		-		-		-		-		\$ -	
		Total		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	
		FTEs													
Fiscal Year Planned Expenses															
Project Allocation		Projected Expenses thru 6/30/20	2020 Budget	2020 Estimate	2021	2022	2023	2024	2025	FY21 - FY25 Total	Cumulative Total (To Date)				
Phase															
1	Planning	-	-	-	-	-	-	-	-	\$ -	\$ -				
2	Acquisition	-	-	-	-	-	-	-	-	\$ -	\$ -				
3	Design	-	-	-	100,000	-	-	-	-	\$ 100,000	\$ 100,000				
4	Construction	-	-	-	400,000	-	-	-	-	\$ 400,000	\$ 400,000				
5	Equipment	-	-	-	-	-	-	-	-	\$ -	\$ -				
6	Close-Out	-	-	-	-	-	-	-	-	\$ -	\$ -				
7	Other	-	-	-	-	-	-	-	-	\$ -	\$ -				
Other Sub-Total:		-	-	-	-	-	-	-	-	\$ -	\$ -				
Total Allocations		\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 500,000				
Source of Funds															
TIRZ Funds		-	-	-	500,000	-	-	-	-	\$ 500,000	\$ 500,000				
City of Houston		-	-	-	-	-	-	-	-	\$ -	\$ -				
Grants		-	-	-	-	-	-	-	-	\$ -	\$ -				
Other		-	-	-	-	-	-	-	-	\$ -	\$ -				
Total Funds		\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 500,000				

Project: Yale and Center Intersection		City Council District		Key Map:				WBS.:		T-0529					
		Location: C		Geo. Ref.:											
		Served: C		Neighborhood:											
Description: Reconstruct intersection, replace signal and improve pedestrian crossing at Yale Street at Center Street.		Operating and Maintenance Costs: (\$ Thousands)													
				2021		2022		2023		2024		2025		Total	
		Personnel		-		-		-		-		-		\$ -	
		Supplies		-		-		-		-		-		\$ -	
Justification: This intersection has experienced 49 reported vehicle crashes between 2015 and 2017. The crash count for Yale at Center demonstrates the need for intersection improvements through enhanced and more visible signalization. The frequency of accidents for vehicle collision at the intersection are evident with over half of the accidents overlooking the existing stop control measures.		Svcs. & Chgs.		-		-		-		-		-		\$ -	
		Capital Outlay		-		-		-		-		-		\$ -	
		Total		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	
		FTEs													
Fiscal Year Planned Expenses															
Project Allocation		Projected Expenses thru 6/30/19	2020 Budget	2020 Estimate	2021	2022	2023	2024	2025	FY21 - FY25 Total	Cumulative Total (To Date)				
Phase															
1	Planning	-	-	-	-	-	-	-	-	\$ -	\$ -				
2	Acquisition	-	-	-	-	-	-	-	-	\$ -	\$ -				
3	Design	-	-	-	-	100,000	-	-	-	\$ 100,000	\$ 100,000				
4	Construction	-	-	-	-	950,000	-	-	-	\$ 950,000	\$ 950,000				
5	Equipment	-	-	-	-	-	-	-	-	\$ -	\$ -				
6	Close-Out	-	-	-	-	-	-	-	-	\$ -	\$ -				
7	Other	-	-	-	-	-	-	-	-	\$ -	\$ -				
Other Sub-Total:		-	-	-	-	-	-	-	-	\$ -	\$ -				
Total Allocations		\$ -	\$ -	\$ -	\$ -	\$ 1,050,000	\$ -	\$ -	\$ -	\$ 1,050,000	\$ 1,050,000				
Source of Funds															
TIRZ Funds		-	-	-	-	150,000	-	-	-	\$ 150,000	\$ 150,000				
City of Houston		-	-	-	-	-	-	-	-	\$ -	\$ -				
Grants		-	-	-	-	900,000	-	-	-	\$ 900,000	\$ 900,000				
Other		-	-	-	-	-	-	-	-	\$ -	\$ -				
Total Funds		\$ -	\$ -	\$ -	\$ -	\$ 1,050,000	\$ -	\$ -	\$ -	\$ 1,050,000	\$ 1,050,000				

Project: Segment of Trail between White Oak Bayou and Memorial Park		City Council District		Key Map:				WBS.:		T-0530					
		Location: C		Geo. Ref.:											
		Served: C		Neighborhood:											
Description: Build a segment of the Trail between White Oak Bayou trail and Memorial Park		Operating and Maintenance Costs: (\$ Thousands)													
				2021		2022		2023		2024		2025		Total	
		Personnel		-		-		-		-		-		\$ -	
		Supplies		-		-		-		-		-		\$ -	
Justification: There is currently no connection between White Oak Bayou and Memorial park. A citizen group proposed a possible path for this connector. Many portions of the trail were funded in the most recent TIP call and other entities are building several sections. There is one segment that is in TIRZ 5 that is not funded by other sources.		Svcs. & Chgs.		-		-		-		-		-		\$ -	
		Capital Outlay		-		-		-		-		-		\$ -	
		Total		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	
		FTEs													
Fiscal Year Planned Expenses															
Project Allocation		Projected Expenses thru 6/30/19	2020 Budget	2020 Estimate	2021	2022	2023	2024	2025	FY21 - FY25 Total		Cumulative Total (To Date)			
Phase															
1	Planning	-	-	-	-	-	-	-	-	\$ -		\$ -			
2	Acquisition	-	-	-	-	-	-	-	-	\$ -		\$ -			
3	Design	-	-	-	20,000	-	-	-	-	\$ 20,000		\$ 20,000			
4	Construction	-	-	-	200,000	-	-	-	-	\$ 200,000		\$ 200,000			
5	Equipment	-	-	-	-	-	-	-	-	\$ -		\$ -			
6	Close-Out	-	-	-	-	-	-	-	-	\$ -		\$ -			
7	Other	-	-	-	-	-	-	-	-	\$ -		\$ -			
Other Sub-Total:		-	-	-	-	-	-	-	-	\$ -		\$ -			
Total Allocations		\$ -	\$ -	\$ -	\$ 220,000	\$ -	\$ -	\$ -	\$ -	\$ 220,000		\$ 220,000			
Source of Funds															
TIRZ Funds		-	-	-	220,000	-	-	-	-	\$ 220,000		\$ 220,000			
City of Houston		-	-	-	-	-	-	-	-	\$ -		\$ -			
Grants		-	-	-	-	-	-	-	-	\$ -		\$ -			
Other		-	-	-	-	-	-	-	-	\$ -		\$ -			
Total Funds		\$ -	\$ -	\$ -	\$ 220,000	\$ -	\$ -	\$ -	\$ -	\$ 220,000		\$ 220,000			

Project: Safe Sidewalk Program		City Council District		Key Map:				WBS.:		T-0599					
		Location: C, H		Geo. Ref.:											
		Served: C, H		Neighborhood:											
Description: Program to improve small sections of Sidewalk		Operating and Maintenance Costs: (\$ Thousands)													
				2021		2022		2023		2024		2025		Total	
		Personnel		-		-		-		-		-		\$ -	
		Supplies		-		-		-		-		-		\$ -	
Justification: Sidewalk program to improve walkability		Svcs. & Chgs.		-		-		-		-		-		\$ -	
		Capital Outlay		-		-		-		-		-		\$ -	
		Total		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	
		FTEs													
Fiscal Year Planned Expenses															
Project Allocation		Projected Expenses thru 6/30/19	2020 Budget	2020 Estimate	2021	2022	2023	2024	2025	FY21 - FY25 Total	Cumulative Total (To Date)				
Phase															
1	Planning	-	-	-	-	-	-	-	-	\$ -	\$ -				
2	Acquisition	-	-	-	-	-	-	-	-	\$ -	\$ -				
3	Design	-	-	-	-	-	-	-	-	\$ -	\$ -				
4	Construction	-	-	-	25,000	25,000	25,000	25,000	25,000	\$ 125,000	\$ 125,000				
5	Equipment	-	-	-	-	-	-	-	-	\$ -	\$ -				
6	Close-Out	-	-	-	-	-	-	-	-	\$ -	\$ -				
7	Other	-	-	-	-	-	-	-	-	\$ -	\$ -				
Other Sub-Total:		-	-	-	-	-	-	-	-	\$ -	\$ -				
Total Allocations		\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 125,000	\$ 125,000				
Source of Funds															
TIRZ Funds		-	-	-	25,000	25,000	25,000	25,000	25,000	\$ 125,000	\$ 125,000				
City of Houston		-	-	-	-	-	-	-	-	\$ -	\$ -				
Grants		-	-	-	-	-	-	-	-	\$ -	\$ -				
Other		-	-	-	-	-	-	-	-	\$ -	\$ -				
Total Funds		\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 125,000	\$ 125,000				



**Memorial Heights Redevelopment Authority
Monthly Financial Report Summary
October Board Meeting
Thursday, October 22, 2020**

At the beginning of September, the Memorial Heights Redevelopment Authority (TIRZ #5) beginning Operating Fund Balance was \$15,945,030. TIRZ #5 received a total of \$2,454, mainly from money market interest. During the period, TIRZ #5 processed \$230,767 in disbursements during the period. 86% of the disbursements related to disbursements to Jones & Carter for CIP Projects (\$199,479). The ending balance as of month end September 30, 2020 was \$15,716,717.

The invoices pending approval total \$555,955. See attached “Unpaid Bills Detail” Report on page 3. A transfer of \$550,000 is required from the Money Market Account to the Operating account to cover outstanding invoices.

There was \$266,697 spent for Capital Projects for the period. The project that utilized the majority of the funding was T-0523 Shepherd/Durham Reconstruction (\$263,454). See attached “Capital Improvement Projects” Report on page 4.

**Memorial Heights Redevelopment Authority
General Operating Fund
As of September 30, 2020**

General Operating Fund

BEGINNING BALANCE		\$ 15,945,029.82
REVENUE		
Prosperity Money Market Interest	1,051.79	Monthly Interest
TexPool	1,402.62	Monthly Interest
Total Revenue		2,454.41
DISBURSEMENTS		
ACH Goodman Corporation	4,250.00	Engineering Consultant
ACH Jones & Carter	199,479.20	Capital Projects
ACH McCall Gibson Swedlund	6,000.00	Audit
ACH SK Law	2,561.75	Legal Services
ACH The Morton Accounting Services	3,700.00	Accounting
ACH SMW Principle Solution	10,000.00	Admin Consulting
ACH eLsqrd Media Group	4,776.00	Website
Total Disbursements		230,766.95
ENDING BALANCE		\$ 15,716,717.28

September 30, 2020

LOCATION OF ASSETS		Balance
Prosperity Operating		\$ 32,876.85
Prosperity Money Market		4,101,990.88
TexPool Investment		11,581,849.55
Total Account Balance		\$ 15,716,717.28

Memorial Heights Redevelopment Authority
Unpaid Bills Detail
As of October 15, 2020

Type	Date	Num	Memo	Due Date	Open Balance
Goodman Corporation					
Bill	09/01/2020	8-2020-44	MRA109 General Planning Support	09/11/2020	1,488.00
Bill	09/30/2020	9-2020-11	MRA108.2 Project - Project Initiation and Design Phase	10/10/2020	2,550.00
Bill	09/30/2020	9-2020-24	MRA109 General Planning Support	10/10/2020	3,043.50
Bill	09/30/2020	9-2020-12	MRA111 Project - Phase II Project Initiation	10/10/2020	900.00
Total Goodman Corporation					7,981.50
Jones & Carter Inc.					
Bill	09/30/2020	00310754	Work Order 1 - Through Sept 25,2020	10/10/2020	3,865.00
Bill	09/30/2020	00310755	Work Order 2 - Through Sept 25,2020	10/10/2020	600.00
Bill	09/30/2020	00310756	T0523A Shepherd Durham Cross Streets - Through Sept 25,2020	10/10/2020	21,092.50
Bill	09/30/2020	00310757	T0523A Shepherd Durham Cross Streets Final Design - Through Sept 25,...	10/10/2020	236,726.85
Bill	09/30/2020	00310758	Work Order 7 - Through Sept 25,2020	10/10/2020	215.00
Total Jones & Carter Inc.					262,499.35
McCall Gibson Swedlund Barfoot PLLC					
Bill	09/30/2020	2020 Audit Final	2020 Audit Final	10/10/2020	2,500.00
Total McCall Gibson Swedlund Barfoot PLLC					2,500.00
Sanford Kuhl Hagan Kugle Parker Kahn					
Bill	09/30/2020	20-2051	Admin/Meeting through September 2020	10/10/2020	1,936.25
Bill	09/30/2020	20-2052	Legal services through September 2020	10/10/2020	4,292.35
Bill	09/30/2020	20-2053	Legal services through September 2020	10/10/2020	75.00
Bill	09/30/2020	20-2054	General Legal services through September 2020	10/10/2020	211.25
Bill	09/30/2020	20-2055	Legal services through September 2020	10/10/2020	97.50
Bill	09/30/2020	20-2056	Legal services through September 2020	10/10/2020	160.00
Bill	09/30/2020	20-2057	Legal services through September 2020	10/10/2020	1,917.50
Total Sanford Kuhl Hagan Kugle Parker Kahn					8,689.85
SMW Principle Solutions, Inc.					
Bill	09/30/2020	1301	September Consulting 2020	10/10/2020	10,000.00
Total SMW Principle Solutions, Inc.					10,000.00
Sovereign Regent Square LLC					
Bill	09/30/2020	Reimbursement	Developer Reimbursement 2020 (Construction Cost)	10/10/2020	264,284.44
Total Sovereign Regent Square LLC					264,284.44
TOTAL					555,955.14

Memorial Heights Redevelopment Authority
Capital Improvement Projects
September 2020

Type	Date	Num	Name	Memo	Amount
Capital Improvement Plan					
T-0520 Houston Ave & White Oak					
Bill	09/30/2020	00310755	Jones & Carter Inc.	Work Order 2 - Through Sept 25,2020	600.00
Bill	09/30/2020	20-2053	Sanford Kuhl Hagan Kugle Parker Kahn	Legal services through September 2020	75.00
Total T-0520 Houston Ave & White Oak					675.00
T-0521 Little Thicket Park Impr					
Bill	09/30/2020	1301	SMW Principle Solutions, Inc.	September Consulting 2020	37.50
Bill	09/30/2020	20-2055	Sanford Kuhl Hagan Kugle Parker Kahn	Legal services through September 2020	97.50
Total T-0521 Little Thicket Park Impr					135.00
T-0523 Shepherd/Durham Reconstr					
Bill	09/30/2020	9-2020-11	Goodman Corporation	Task 1 - \$85,000	2,550.00
Bill	09/30/2020	9-2020-12	Goodman Corporation	Task 1 - \$45,000	900.00
Bill	09/30/2020	00310756	Jones & Carter Inc.	T0523A Shepherd Durham Cross Streets - Through Sept 2...	21,092.50
Bill	09/30/2020	00310757	Jones & Carter Inc.	T0523A Shepherd Durham Cross Streets Final Design - Th...	236,726.85
Bill	09/30/2020	1301	SMW Principle Solutions, Inc.	September Consulting 2020	2,025.00
Bill	09/30/2020	20-2056	Sanford Kuhl Hagan Kugle Parker Kahn	Legal services through September 2020	160.00
Total T-0523 Shepherd/Durham Reconstr					263,454.35
T-0525 Reconst Bridges White Oa					
Bill	09/30/2020	1301	SMW Principle Solutions, Inc.	September Consulting 2020	300.00
Bill	09/30/2020	20-2057	Sanford Kuhl Hagan Kugle Parker Kahn	Legal services through September 2020	1,917.50
Total T-0525 Reconst Bridges White Oa					2,217.50
T-0527 Heights Blvd Pedestrian					
Bill	09/30/2020	00310758	Jones & Carter Inc.	Heights Blvd Pedestrian & Bicycle Safety Impr.	215.00
Total T-0527 Heights Blvd Pedestrian					215.00
Total Capital Improvement Plan					266,696.85
TOTAL					266,696.85

Memorial Heights Redevelopment Authority
Profit & Loss Prev Year Comparison
July through September 2020

	Jul - Sep 20	Jul - Sep 19	\$ Change	% Change
Ordinary Income/Expense				
Income				
Interest Income	6,607.02	60,768.59	-54,161.57	-89.1%
Total Income	6,607.02	60,768.59	-54,161.57	-89.1%
Cost of Goods Sold				
Capital Improvement Plan				
T-0520 Houston Ave & White Oak	-23,840.67	-57,143.71	33,303.04	58.3%
T-0521 Little Thicket Park Impr	1,363.75	11,586.25	-10,222.50	-88.2%
T-0523 Shepherd/Durham Reconstr	599,980.85	13,757.00	586,223.85	4,261.3%
T-0525 Reconst Bridges White Oa	4,865.00	900.00	3,965.00	440.6%
T-0527 Heights Blvd Pedestrian	7,546.89	4,457.50	3,089.39	69.3%
T-0528 Streets Btw Shep & Durha	7,895.00	0.00	7,895.00	100.0%
T-0530 White Oak Bayou & Memori	36,442.50	0.00	36,442.50	100.0%
Total Capital Improvement Plan	634,253.32	-26,442.96	660,696.28	2,498.6%
Total COGS	634,253.32	-26,442.96	660,696.28	2,498.6%
Gross Profit	-627,646.30	87,211.55	-714,857.85	-819.7%
Expense				
Developer Reimbursement	264,284.44	262,564.60	1,719.84	0.7%
Program and Project Consultants				
Engineering Consultants	10,067.50	11,545.00	-1,477.50	-12.8%
Legal Expense	13,881.65	9,196.60	4,685.05	50.9%
Planning Consultants	7,399.00	0.00	7,399.00	100.0%
Total Program and Project Consultants	31,348.15	20,741.60	10,606.55	51.1%
TIRZ Administration & Overhead				
Accounting	3,700.00	5,564.60	-1,864.60	-33.5%
Administration	22,417.50	23,582.99	-1,165.49	-4.9%
Auditing	8,500.00	5,500.00	3,000.00	54.6%
Office Expenses				
Advertising and Promotion	4,776.00	0.00	4,776.00	100.0%
Total Office Expenses	4,776.00	0.00	4,776.00	100.0%
Tax Consultant	2,400.00	2,100.00	300.00	14.3%
Total TIRZ Administration & Overhead	41,793.50	36,747.59	5,045.91	13.7%
Total Expense	337,426.09	320,053.79	17,372.30	5.4%
Net Ordinary Income	-965,072.39	-232,842.24	-732,230.15	-314.5%
Net Income	-965,072.39	-232,842.24	-732,230.15	-314.5%

Memorial Heights Redevelopment Authority
Balance Sheet Prev Year Comparison
As of September 30, 2020

	Sep 30, 20	Sep 30, 19	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
Prosperity - Money Market	4,101,990.88	7,340,354.05	-3,238,363.17	-44.1%
Prosperity Bank - Operating	32,876.85	137,461.57	-104,584.72	-76.1%
TexPool Investment	11,581,849.55	6,099,835.11	5,482,014.44	89.9%
Total Checking/Savings	15,716,717.28	13,577,650.73	2,139,066.55	15.8%
Total Current Assets	15,716,717.28	13,577,650.73	2,139,066.55	15.8%
TOTAL ASSETS	15,716,717.28	13,577,650.73	2,139,066.55	15.8%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable	555,955.14	299,444.82	256,510.32	85.7%
Total Current Liabilities	555,955.14	299,444.82	256,510.32	85.7%
Total Liabilities	555,955.14	299,444.82	256,510.32	85.7%
Equity				
Retained Earnings	16,125,834.53	13,511,048.15	2,614,786.38	19.4%
Net Income	-965,072.39	-232,842.24	-732,230.15	-314.5%
Total Equity	15,160,762.14	13,278,205.91	1,882,556.23	14.2%
TOTAL LIABILITIES & EQUITY	15,716,717.28	13,577,650.73	2,139,066.55	15.8%

Memorial Heights Redevelopment Authority

Profit & Loss Detail

July through September 2020

Accrual Basis

Type	Date	Num	Adj	Name	Memo	Amount
Ordinary Income/Expense						
Income						
Interest Income						
Deposit	07/31/2020				Interest	29.78
Deposit	07/31/2020				Interest	2,099.62
Deposit	08/31/2020				Interest	276.66
Deposit	08/31/2020				Interest	1,746.55
Deposit	09/30/2020				Interest	1,051.79
Deposit	09/30/2020				Interest	1,402.62
Total Interest Income						6,607.02
Total Income						6,607.02
Cost of Goods Sold						
Capital Improvement Plan						
T-0520 Houston Ave & White Oak						
Gene...	07/01/2020	CPA 20-1R	*	RAC Industries, Inc.	Record retainage for project	-28,740.67
Bill	07/30/2020	1289		SMW Principle Solutions, Inc.	July 2020 Consulting	112.50
Bill	08/31/2020	00309442		Jones & Carter Inc.	Work Order 2 - Through Aug 28,2020	4,112.50
Bill	09/30/2020	00310755		Jones & Carter Inc.	Work Order 2 - Through Sept 25,2020	600.00
Bill	09/30/2020	20-2053		Sanford Kuhl Hagan Kugle Parker Kahn	Legal services through September 2020	75.00
Total T-0520 Houston Ave & White Oak						-23,840.67
T-0521 Little Thicket Park Impr						
Gene...	07/01/2020	CPA 20-1R	*	Millis Equipment LLC	Record retainage for project	-21,598.44
Bill	07/30/2020	Pay App 6 F...		Millis Equipment LLC	Little Thicket Park - Contract \$392,654.75 - ...	21,598.44
Bill	07/30/2020	00307913		Jones & Carter Inc.	Work Order 6 - Through July 24, 2020 final d...	935.00
Bill	07/30/2020	1289		SMW Principle Solutions, Inc.	July 2020 Consulting	187.50
Bill	08/31/2020	1292		SMW Principle Solutions, Inc.	August 2020 Consulting	75.00
Bill	08/31/2020	20-1846		Sanford Kuhl Hagan Kugle Parker Kahn	Legal services through August 2020	31.25
Bill	09/30/2020	1301		SMW Principle Solutions, Inc.	September Consulting 2020	37.50
Bill	09/30/2020	20-2055		Sanford Kuhl Hagan Kugle Parker Kahn	Legal services through September 2020	97.50
Total T-0521 Little Thicket Park Impr						1,363.75
T-0523 Shepherd/Durham Reconstr						
Bill	07/30/2020	00307910		Jones & Carter Inc.	T0523A Shepherd Durham Grant Coord - Th...	818.75
Bill	07/30/2020	00307911		Jones & Carter Inc.	T0523A Shepherd Durham Cross Streets - T...	11,128.85
Bill	07/30/2020	00307912		Jones & Carter Inc.	T0523A Shepherd Durham Cross Streets Fi...	125,479.70
Bill	07/30/2020	1289		SMW Principle Solutions, Inc.	T-0523A June 2020 Consulting	2,025.00
Bill	07/30/2020	20-1722		Sanford Kuhl Hagan Kugle Parker Kahn	Legal services through July 2020	2,028.75
Bill	07/31/2020	7-2020-8		Goodman Corporation	Task 1 - \$85,000	4,250.00
Bill	08/31/2020	8-2020-43		Goodman Corporation	Task 1 - \$85,000	4,250.00
Bill	08/31/2020	00309444		Jones & Carter Inc.	T0523A Shepherd Durham Cross Streets - T...	10,947.50
Bill	08/31/2020	00309445		Jones & Carter Inc.	T0523A Shepherd Durham Cross Streets Fi...	173,409.20
Bill	08/31/2020	1292		SMW Principle Solutions, Inc.	T-0523A August 2020 Consulting	1,912.50
Bill	08/31/2020	20-1847		Sanford Kuhl Hagan Kugle Parker Kahn	Legal services through August 2020	276.25
Bill	09/30/2020	9-2020-11		Goodman Corporation	Task 1 - \$85,000	2,550.00
Bill	09/30/2020	9-2020-12		Goodman Corporation	Task 1 - \$45,000	900.00
Bill	09/30/2020	00310756		Jones & Carter Inc.	T0523A Shepherd Durham Cross Streets - T...	21,092.50
Bill	09/30/2020	00310757		Jones & Carter Inc.	T0523A Shepherd Durham Cross Streets Fi...	236,726.85
Bill	09/30/2020	1301		SMW Principle Solutions, Inc.	September Consulting 2020	2,025.00
Bill	09/30/2020	20-2056		Sanford Kuhl Hagan Kugle Parker Kahn	Legal services through September 2020	160.00
Total T-0523 Shepherd/Durham Reconstr						599,980.85
T-0525 Reconst Bridges White Oa						
Bill	07/30/2020	1289		SMW Principle Solutions, Inc.	July 2020 Consulting	2,475.00
Bill	08/31/2020	1292		SMW Principle Solutions, Inc.	August 2020 Consulting	75.00
Bill	08/31/2020	20-1848		Sanford Kuhl Hagan Kugle Parker Kahn	Legal services through August 2020	97.50
Bill	09/30/2020	1301		SMW Principle Solutions, Inc.	September Consulting 2020	300.00
Bill	09/30/2020	20-2057		Sanford Kuhl Hagan Kugle Parker Kahn	Legal services through September 2020	1,917.50
Total T-0525 Reconst Bridges White Oa						4,865.00
T-0527 Heights Blvd Pedestrian						
Bill	07/30/2020	00307914		Jones & Carter Inc.	Heights Blvd Pedestrian & Bicycle Safety Im...	4,699.39
Bill	07/30/2020	1289		SMW Principle Solutions, Inc.	July 2020 Consulting	187.50
Bill	08/31/2020	00309446		Jones & Carter Inc.	Heights Blvd Pedestrian & Bicycle Safety Im...	2,070.00
Bill	08/31/2020	1292		SMW Principle Solutions, Inc.	August 2020 Consulting	375.00
Bill	09/30/2020	00310758		Jones & Carter Inc.	Heights Blvd Pedestrian & Bicycle Safety Im...	215.00
Total T-0527 Heights Blvd Pedestrian						7,546.89

Memorial Heights Redevelopment Authority
Profit & Loss Detail
July through September 2020

Accrual Basis

Type	Date	Num	Adj	Name	Memo	Amount
T-0528 Streets Btw Shep & Durha						
Bill	07/30/2020	00307915		Jones & Carter Inc.	West Dallas Restriping	1,677.50
Bill	08/31/2020	00309447		Jones & Carter Inc.	West Dallas Restriping	6,217.50
Total T-0528 Streets Btw Shep & Durha						7,895.00
T-0530 White Oak Bayou & Memori						
Bill	07/30/2020	00307916		Jones & Carter Inc.	White Oak to Memorial	34,400.00
Bill	08/31/2020	00309448		Jones & Carter Inc.	White Oak to Memorial	1,892.50
Bill	08/31/2020	1292		SMW Principle Solutions, Inc.	August 2020 Consulting	150.00
Total T-0530 White Oak Bayou & Memori						36,442.50
Total Capital Improvement Plan						634,253.32
Total COGS						634,253.32
Gross Profit						-627,646.30
Expense						
Developer Reimbursement						
Bill	09/30/2020	Reimburse...		Sovereign Regent Square LLC	Developer Reimbursement 2020 (Constructi...	264,284.44
Total Developer Reimbursement						264,284.44
Program and Project Consultants						
Engineering Consultants						
Bill	07/30/2020	00307909		Jones & Carter Inc.	Work Order 1 - Through July 24,2020	5,372.50
Bill	08/31/2020	00309443		Jones & Carter Inc.	Work Order 1 - Through Aug 28,2020	830.00
Bill	09/30/2020	00310754		Jones & Carter Inc.	Work Order 1 - Through Sept 25,2020	3,865.00
Total Engineering Consultants						10,067.50
Legal Expense						
Bill	07/30/2020	20-1721		Sanford Kuhl Hagan Kugle Parker Kahn	Legal services through July 2020	7,361.30
Bill	08/31/2020	20-1845		Sanford Kuhl Hagan Kugle Parker Kahn	Legal services through August 2020	2,016.75
Bill	09/30/2020	20-2052		Sanford Kuhl Hagan Kugle Parker Kahn	Legal services through September 2020	4,292.35
Bill	09/30/2020	20-2054		Sanford Kuhl Hagan Kugle Parker Kahn	Regents Square GID	211.25
Total Legal Expense						13,881.65
Planning Consultants						
Bill	07/31/2020	7-2020-43		Goodman Corporation	Task 1 - \$15,000	2,867.50
Bill	09/01/2020	8-2020-44		Goodman Corporation	Task 1 - \$15,000	1,488.00
Bill	09/30/2020	9-2020-24		Goodman Corporation	Task 1 - \$15,000	3,043.50
Total Planning Consultants						7,399.00
Total Program and Project Consultants						31,348.15
TIRZ Administration & Overhead						
Accounting						
Bill	08/31/2020	2091		The Morton Accounting Services	July and August CPA Services	3,700.00
Total Accounting						3,700.00
Administration						
Bill	07/30/2020	1289		SMW Principle Solutions, Inc.	July 2020 Consulting	5,012.50
Bill	07/30/2020	1289		SMW Principle Solutions, Inc.	July Consulting 2020	0.00
Bill	07/30/2020	20-1720		Sanford Kuhl Hagan Kugle Parker Kahn	Admin/Meeting through July 2020	278.75
Bill	08/31/2020	1292		SMW Principle Solutions, Inc.	August 2020 Consulting	7,412.50
Bill	08/31/2020	20-1844		Sanford Kuhl Hagan Kugle Parker Kahn	Admin/Meeting through August 2020	140.00
Bill	09/30/2020	1301		SMW Principle Solutions, Inc.	September Consulting 2020	7,637.50
Bill	09/30/2020	20-2051		Sanford Kuhl Hagan Kugle Parker Kahn	Admin/Meeting through September 2020	1,936.25
Total Administration						22,417.50
Auditing						
Bill	09/03/2020	2020 Audit I...		McCall Gibson Swedlund Barfoot PLLC	2020 Audit Interim	6,000.00
Bill	09/30/2020	2020 Audit ...		McCall Gibson Swedlund Barfoot PLLC	2020 Audit Final	2,500.00
Total Auditing						8,500.00
Office Expenses						
Advertising and Promotion						
Bill	09/10/2020	2		eLsqrd Media Group	Maintenance, Support, Hosting and Email M...	4,776.00
Total Advertising and Promotion						4,776.00
Total Office Expenses						4,776.00

Memorial Heights Redevelopment Authority

Profit & Loss Detail

July through September 2020

Accrual Basis

Type	Date	Num	Adj	Name	Memo	Amount
Tax Consultant						
Bill	07/01/2020	55569		Equi Tax Inc.	July - June 2021 Tax Consulting	2,400.00
						<u>2,400.00</u>
						41,793.50
						<u>337,426.09</u>
						<u>-965,072.39</u>
Net Income						<u>-965,072.39</u>

TIRZ 5 - Memorial Heights Redevelopment Authority
 Developer Payment Schedule - GID

Maximum Developer Reimbursement

13,406,590

Tax Rate 2013 and prior	0.00638750
Tax Rate 2014	0.00631080
Tax Rate 2015	0.00601120
Tax Rate 2016	0.00586420
Tax Rate 2017	0.00584210
Tax Rate 2018	0.00588310
Tax Rate 2019	0.00567920

TY	Base Value (1)	Total Taxable Value (2)	Captured Appraised Value	City Tax Increment	City Admin Fees	Dedicated to Affordable Housing	Municipal Service Fee (max = \$160,652)	Developer Reimbursement	Cumulative Developer Reimbursement	Status
2011	42,914,595	42,914,595	-	-	-	-	-	-	-	
2012	42,914,595	42,889,410	(25,185)	(156.85)	(7.84)	(52.28)	-	-	-	
2013	42,914,595	56,358,498	13,443,903	83,726.11	4,186.31	27,908.70	-	-	-	
2014	42,914,595	72,685,687	29,771,092	183,182.42	9,159.12	61,060.81	-	-	-	
2015	42,914,595	139,755,378	96,840,783	567,576.08	28,378.80	189,192.03	67,116	141,444.59	141,444.59	Paid
2016	42,914,595	149,788,371	106,873,776	626,729.20	31,336.46	208,909.73	18,692	183,895.60	325,340.20	Paid
2017	42,914,595	147,230,794	104,316,199	594,190.02	29,709.50	-	17,721	273,379.59	598,719.79	Paid
2018	42,914,595	142,275,000	99,360,405	569,933.52	28,496.68	-	16,308	262,564.60	861,284.39	Paid
2019	42,914,595	147,122,235	104,207,640	577,020.63	28,851.03	-	19,601	264,284.44	1,125,568.83	Pending
2020	42,914,595	213,007,124	170,092,529	941,840	47,092	-	19,601	437,573.53	1,563,142	Projection
2021	42,914,595	356,527,409	313,612,814	1,736,543	86,827	-	19,601	815,057.64	2,378,200	Projection
2022	42,914,595	555,788,506	512,873,911	2,839,896	141,995	-	19,601	1,339,150.09	3,717,350	Projection
2023	42,914,595	633,020,046	590,105,451	3,267,544	163,377	-	19,601	1,542,282.90	5,259,633	Projection
2024	42,914,595	728,340,848	685,426,253	3,795,356	189,768	-	19,601	1,792,993.72	7,052,627	Projection
2025	42,914,595	757,474,482	714,559,887	3,956,675	197,834	-	19,601	1,869,620.41	8,922,247	Projection
2026	42,914,595	787,773,461	744,858,866	4,124,447	206,222	-	19,601	1,949,312.16	10,871,559	Projection
2027	42,914,595	819,284,399	776,369,804	4,298,930	214,947	-	19,601	2,032,191.59	12,903,751	
2028	42,914,595	852,055,775	809,141,180	4,480,393	224,020	-	19,601	502,839.14	13,406,590	
2029	42,914,595	886,138,006	843,223,411	4,669,114	233,456	-	19,601	-	-	
Total				37,312,939	1,865,647	487,019	335,445	13,406,590		

Notes

- 1 Estimate based upon tax records
- 2 Tax Year 2015 thru 2019 Taxable Values based on Harris County Appraisal District, Harris County Tax Office Records - 10/2020
 Payment made based on actual values provided by HCAD and HCTO; projection is for planning purposes only.
- 3 Tax Years 2020 thru 2029 projection based on 4% base growth rate and build-out scenario provided by developer where applicable.

Municipal Service Allocation:

GID Increment	577,020.63
TIRZ Increment	4,729,394.47
MSF	160,652.00
% of GID Increment to TIRZ Increment	12.20%

TIRZ 5 - Memorial Heights Redevelopment Authority
Developer Payment Schedule - GID

MSF attributable to GID	19,600.72
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