

## Memorial Heights Redevelopment Authority

### Unpaid Bills Detail

As of March 17, 2020

Type	Date	Num	Memo	Due Date	Open Balance
<b>Goodman Corporation</b>					
Bill	02/29/2020	2-2020-32	MRA108.2 Project - Project Initiation and Design Phase	03/10/2020	4,250.00
Bill	02/29/2020	2-2020-31	MRA108.1 Project - PH II Funding Coordination	03/10/2020	3,000.00
Total Goodman Corporation					7,250.00
<b>Jones &amp; Carter Inc.</b>					
Bill	02/29/2020	00300063	Work Order 1 - Through February 29,2020	03/10/2020	13,481.25
Bill	02/29/2020	00300064	T0523A Shepherd Durham Grant Coord - Through February 29,2...	03/10/2020	277.50
Bill	02/29/2020	00300065	T0523A Shepherd Durham Recon Proj - Through February 29,2020	03/10/2020	128,310.00
Bill	02/29/2020	00300066	Work Order 6 - Through February 29, 2020 final design	03/10/2020	12,907.75
Bill	02/29/2020	00300067	Work Order 7 - Through February 29, 2020	03/10/2020	6,468.75
Total Jones & Carter Inc.					161,445.25
<b>Sanford Kuhl Hagan Kugle Parker Kahn</b>					
Bill	02/29/2020	20-1141	Admin/Meeting through February 2020	03/10/2020	2,155.00
Bill	02/29/2020	20-1142	General Legal services through February 2020	03/10/2020	4,827.73
Bill	02/29/2020	20-1143	Legal services through February 2020	03/10/2020	112.50
Bill	02/29/2020	20-1144	Legal services through February 2020	03/10/2020	675.00
Total Sanford Kuhl Hagan Kugle Parker Kahn					7,770.23
<b>SMW Principle Solutions, Inc.</b>					
Bill	02/29/2020	1261	February Consulting 2020	03/10/2020	10,168.96
Total SMW Principle Solutions, Inc.					10,168.96
<b>TOTAL</b>					<b>186,634.44</b>

The Goodman Corporation  
 3200 Travis Street, Ste. 200  
 Houston, TX 77006

# Invoice

Bill To
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MHRA/TIRZ No. 5 c/o SKLaw 1980 Post Oak Blvd., Ste. 1380 Houston, TX 77056
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Date
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2/29/2020
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Invoice #
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2-2020-32
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Terms

Project
MRA108.2

Item	Description	Rate	Prior %	Curr %	Amount
Contract Services	Task 1 – Project Initiation, Administrative Requirements, Design Phase Coordination, and Reporting	85,000.00	12%	5.00%	4,250.00

<b>Total</b>	\$4,250.00
<b>Balance Due</b>	\$4,250.00

Phone #	Fax #
713-951-7951	713-951-7957

The Goodman Corporation  
 3200 Travis Street, Ste. 200  
 Houston, TX 77006

# Invoice

Bill To
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Date
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Invoice #
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MHRA/TIRZ No. 5 c/o SKLaw 1980 Post Oak Blvd., Ste. 1380 Houston, TX 77056
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2/29/2020
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2-2020-31
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Terms

Project
MRA108.1

Item	Description	Rate	Prior %	Curr %	Amount
Contract Services	Task 1 - Phase II Funding Coordination	20,000.00	10%	15.00%	3,000.00

<b>Total</b>	\$3,000.00
<b>Balance Due</b>	\$3,000.00

Phone #	Fax #
713-951-7951	713-951-7957

## BILLING MEMO

**TO:** Sherry Weesner

**FROM:** Kristen Hennings

**DATE:** March 5, 2020

**RE:** Jones|Carter Invoice – For Services from February 1, 2020 to February 28, 2020

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### Tasks Completed for Current Invoicing Period:

- Work Authorization 1 – General Authorization
  - Maintained Project List and budgets.
  - Updated COH MWDBE Dashboard.
  - Supported coordination with Developers.
  - Prepared CIP and Potential Projects story maps.
  - Prepared mapping and project listings with estimates for coordination of walk/bike projects with Harris County.
  
- Work Authorization 2 – Houston Avenue/White Oak Drive Intersection
  - No action.
  
- Work Authorization 3 – Front End Documents
  - No action.
  
- Work Authorization 4/5 – Shepherd Drive & Durham Drive
  - No action.
  
- Work Authorization 6 – Little Thicket Park
  - Monitored construction activities of contractor.
  - Reviewed submittals.
  - Reviewed and responded to RFIs.
  - Conducted progress meetings with the Contractor on 2/18/2020.
  
- Work Authorization 7 – Heights Blvd. Pedestrian & Bicycle Safety – Preliminary Engineering
  - Addressed comments from HPW on 60% plans.
  - Surveyed White Oak Drive at MKT Trail Crossing for improvements to be incorporated into plan set.
  
- Work Authorization 8 – Reconstruct Bridges Over White Oak (Part of North Canal Project)
  - Coordination with HPW and HCFCD.
  
- T-0523A Work Authorization No. 1 – Shepherd Durham Grant Coordination
  - Meeting with Projects Committee regarding coordination of the BUILD Grant

- T-0523A Work Authorization No. 2 – Shepherd Durham and Selected Cross Streets Reconstruction Project – Preliminary Engineering Report
  - Prepared exhibits of existing and proposed features for Design Concept Report (DCR).
  - Met with team to discuss back-of-curb improvements, placement of bicycle facilities, and intersection improvements through the corridor.
  - Reviewed of driveways along corridor for potential consolidation or removals.
  - Reviewed bus stop locations for potential relocations.
  - Prepared a model of the existing storm drainage systems.
  - Coordinated recommendations of improvements to water and wastewater facilities with HPW.
  - Discussed drainage and low impact development techniques with HPW.

TASK	Original Budget	Additional Authorization	Total Authorization	Previously Invoiced	Current Invoice	Remaining Budget	Current MWDBE Participation
<b>Work Authorization No. 1</b> General	\$ 51,598.00	\$ 190,380.00	\$ 241,978.00	\$ 216,494.35	\$ 13,481.25	\$ 12,002.40	1.65%
<b>Work Authorization No. 2</b> Houston Ave/White Oak Dr Intersection (T-0520)	\$ 30,000.00	\$ 531,580.00	\$ 531,580.00	\$ 521,444.11	\$ -	\$ 10,135.89	9.94%
Basic Services	\$ -	\$ 349,519.40	\$ 349,519.40	\$ 346,390.02	\$ -	\$ 3,129.38	
Additional Services	\$ -	\$ 131,782.60	\$ 131,782.60	\$ 131,771.41	\$ -	\$ 11.19	
Reimbursable Expenses	\$ -	\$ 50,278.00	\$ 50,277.64	\$ 43,282.68	\$ -	\$ 6,994.96	
<b>Work Authorization No. 3</b> Front End Specifications (T-0518)	\$ 5,380.00	\$ -	\$ 5,380.00	\$ 5,380.00	\$ -	\$ -	0.00%
<b>Work Authorization No. 4</b> Shepherd Drive PER (T-0523A)	\$ 961,000.00	\$ (683,372.66)	\$ 277,627.34	\$ 277,627.34	\$ -	\$ -	33.78%
Basic Services	\$ 515,000.00	\$ (338,234.75)	\$ 176,765.25	\$ 176,765.25	\$ -	\$ -	
Additional Services	\$ 436,000.00	\$ (338,381.02)	\$ 97,618.98	\$ 97,618.98	\$ -	\$ -	
Reimbursable Expenses	\$ 10,000.00	\$ (6,756.89)	\$ 3,243.11	\$ 3,243.11	\$ -	\$ -	
<b>Work Authorization No. 5</b> Durham Drive Grant App. (T-0523B)	\$ 15,000.00	\$ 183,420.69	\$ 198,420.69	\$ 198,420.69	\$ -	\$ -	46.71%
Basic Services	\$ 15,000.00	\$ 83,149.00	\$ 98,149.00	\$ 98,149.00	\$ -	\$ -	
Additional Services	\$ -	\$ 100,093.05	\$ 100,093.05	\$ 100,093.05	\$ -	\$ -	
Reimbursable Expenses	\$ -	\$ 178.64	\$ 178.64	\$ 178.64	\$ -	\$ -	
<b>Work Authorization No. 6</b> Little Thicket Park (T-0521)	\$ 70,899.00	\$ -	\$ 70,899.00	\$ 66,894.48	\$ -	\$ 4,004.52	53.31%
Basic Services	\$ 21,575.00	\$ -	\$ 21,575.00	\$ 17,691.04	\$ -	\$ 3,883.96	
Additional Services	\$ 48,824.00	\$ -	\$ 48,824.00	\$ 48,820.76	\$ -	\$ 3.24	
Reimbursable Expenses	\$ 500.00	\$ -	\$ 500.00	\$ 382.68	\$ -	\$ 117.32	
<b>Work Authorization No. 6</b> Little Thicket Park - Final Design (T-0521)			\$ 334,956.00	\$ 82,258.16	\$ 12,907.75	\$ 239,790.09	0.00%
Basic Services		\$ 21,630.00	\$ 75,160.00	\$ 63,890.00	\$ 2,577.50	\$ 8,692.50	
Additional Services		\$ 228,770.00	\$ 244,700.00	\$ 17,118.13	\$ 9,475.00	\$ 218,106.87	
Reimbursable Expenses		\$ 8,856.00	\$ 15,096.00	\$ 1,250.03	\$ 855.25	\$ 12,990.72	
Work Authorization No. 7 - Heights Blvd. Pedestrian & Bicycle Safety - Preliminary Engineering (T-0527)	\$ 10,000.00	\$ 234,000.00	\$ 244,000.00	\$ 117,134.85	\$ 6,468.75	\$ 120,396.40	22.24%
Basic Services	\$ 10,000.00	\$ 116,400.00	\$ 126,400.00	\$ 63,343.50	\$ 5,973.75	\$ 57,082.75	
Additional Services		\$ 101,620.00	\$ 101,620.00	\$ 53,778.15	\$ 495.00	\$ 47,346.85	
Reimbursable Expenses		\$ 15,980.00	\$ 15,980.00	\$ 13.20	\$ -	\$ 15,966.80	
<b>T-0523A Work Authorization No. 1 - Grant Support</b>							
General	\$ 20,000.00	\$ -	\$ 20,000.00	\$ 4,578.45	\$ 277.50	\$ 15,144.05	0.00%
<b>T-0523A Work Authorization No. 2 - Preliminary Engineering</b>	\$ 1,028,100.00	\$ -	\$ 1,028,100.00	\$ 101,175.00	\$ 128,310.00	\$ 798,615.00	2.64%
Basic Services	\$ 404,700.00		\$ 404,700.00	\$ 101,175.00	\$ 101,175.00	\$ 202,350.00	
Additional Services	\$ 618,400.00		\$ 618,400.00	\$ -	\$ 27,135.00	\$ 591,265.00	
Reimbursable Expenses	\$ 5,000.00		\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	
<b>TOTAL</b>	\$ 2,191,977.00	\$ 456,008.03	\$ 2,952,941.03	\$ 1,591,407.43	\$ 161,445.25	\$ 1,200,088.35	



# JONES | CARTER

6330 West Loop South, Suite 150  
Bellaire, Texas 77401

**Invoice Total \$13,481.25**

March 5, 2020

Project No: 14760-0001-00

Invoice No: 00300063

Memorial Heights Redevelopment Authority (TIRZ No. 5)  
8588 Katy Fwy  
Houston, TX 77024

<b>PLEASE NOTE OUR REMIT INFO</b>	
<b>REMIT ADDRESS:</b>	<b>ACH INFORMATION:</b>
Jones & Carter, Inc.	BB&T
P.O. Box 95562	Account #: 1440002564231
Grapevine, TX 76099-9708	Routing #: 111017694
Please send remittance advice to: AccountsReivable@jonescarter.com	
<b>Payment Terms: Due upon Receipt</b>	

Project 14760-0001-00 MHRA WA1

Services include updates to COH MWDBE dashboard, weekly project updates, coordination with adjacent developers, development of CIP and Potential Projects story maps, and mapping for coordination of walk/bike projects with Harris County.

**Professional Services from February 1, 2020 to February 28, 2020**

Task 100 Program Management

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>	
Professional Engineer IV	7.75	215.00	1,666.25	
Professional Engineer III	2.00	185.00	370.00	
Design Engineer II	35.00	120.00	4,200.00	
GIS Operator I	50.75	80.00	4,060.00	
GIS Operator III	22.75	140.00	3,185.00	
Totals	118.25		13,481.25	
<b>Total Labor</b>				<b>13,481.25</b>

<b>Billing Limits</b>	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings	13,481.25	216,974.35	230,455.60
Limit			241,978.00
Remaining			11,522.40

**TOTAL THIS INVOICE \$13,481.25**



# JONES | CARTER

6330 West Loop South, Suite 150  
Bellaire, Texas 77401

**Invoice Total \$277.50**

March 5, 2020  
Project No: 14760-0004-01  
Invoice No: 00300064

Memorial Heights Redevelopment Authority (TIRZ No. 5)  
8588 Katy Fwy  
Houston, TX 77024

<b>PLEASE NOTE OUR REMIT INFO</b>	
<b>REMIT ADDRESS:</b>	<b>ACH INFORMATION:</b>
Jones & Carter, Inc.	BB&T
P.O. Box 95562	Account #: 1440002564231
Grapevine, TX 76099-9708	Routing #: 111017694
Please send remittance advice to: AccountsReivable@jonescarter.com	
<b>Payment Terms: Due upon Receipt</b>	

Project 14760-0004-01 T-0523A - Shepherd Durham Grant Coordination

Services include meeting with Projects Committee for BUILD Grant.

**Professional Services from February 1, 2020 to February 28, 2020**

Task 100 Grant Coordination

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Professional Engineer III	1.50	185.00	277.50
Totals	1.50		277.50
<b>Total Labor</b>			<b>277.50</b>

<b>Billing Limits</b>	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings	277.50	555.00	832.50
Limit			82,237.75
Remaining			81,405.25

**TOTAL THIS INVOICE \$277.50**





# JONES | CARTER

6330 West Loop South, Suite 150  
Bellaire, Texas 77401

**Invoice Total \$128,310.00**

March 5, 2020

Project No: 14760-0004-02

Invoice No: 00300065

Memorial Heights Redevelopment Authority (TIRZ No. 5)  
8588 Katy Fwy  
Houston, TX 77024

<b>PLEASE NOTE OUR REMIT INFO</b>	
<b>REMIT ADDRESS:</b>	<b>ACH INFORMATION:</b>
Jones & Carter, Inc.	BB&T
P.O. Box 95562	Account #: 1440002564231
Grapevine, TX 76099-9708	Routing #: 111017694
Please send remittance advice to: AccountsReivable@jonescarter.com	
<b>Payment Terms: Due upon Receipt</b>	

Project 14760-0004-02 T-0523A - Shepherd Durham and Selected Cross Streets Recon Project - PER

Services include preliminary engineering, environmental site assessment, and conceptual landscaping.

**Professional Services from February 1, 2020 to February 28, 2020**

Task 100 Preliminary Phase Services

Total Fee	404,700.00		
Percent Complete	50.00	Total Earned	202,350.00
		Previous Fee Billing	101,175.00
		Current Fee Billing	101,175.00
		<b>Total Fee</b>	<b>101,175.00</b>

Task 420 Environmental Site Assessment (TGC)

Total Fee	170,100.00		
Percent Complete	9.00	Total Earned	15,309.00
		Previous Fee Billing	0.00
		Current Fee Billing	15,309.00
		<b>Total Fee</b>	<b>15,309.00</b>

Task 440 Landscape Architecture - Concept (SWA)

Civil & Landscape Consultant			
2/28/2020	SWA Group, Inc.		5,670.00
	<b>Total Consultants</b>		<b>5,670.00</b>

<b>Billing Limits</b>	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings	5,670.00	0.00	5,670.00
Limit			198,450.00
Remaining			192,780.00

Task 470 Traffic Counts (CJ Hensch)

Traffic Consultant			
2/3/2020	CJ Hensch & Associates, Inc.	Inv 2020-00077	5,832.00
2/19/2020	CJ Hensch & Associates, Inc.	Inv 2020-00157	324.00
	<b>Total Consultants</b>		<b>6,156.00</b>

**Billing Limits**

	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings	6,156.00	0.00	6,156.00
Limit			10,800.00
Remaining			4,644.00

**TOTAL THIS INVOICE** \$128,310.00



# JONES | CARTER

6330 West Loop South, Suite 150  
Bellaire, Texas 77401

**Invoice Total \$12,907.75**

March 5, 2020

Project No: 14760-0006-01

Invoice No: 00300066

Memorial Heights Redevelopment Authority (TIRZ No. 5)  
8588 Katy Fwy  
Houston, TX 77024

**PLEASE NOTE OUR REMIT INFO**

**REMIT ADDRESS:**

**ACH INFORMATION:**

Jones & Carter, Inc. BB&T  
P.O. Box 95562 Account #: 1440002564231  
Grapevine, TX 76099-9708 Routing #: 111017694

Please send remittance advice to:  
AccountsReivable@jonescarter.com

**Payment Terms: Due upon Receipt**

Project 14760-0006-01 WA#6 Little Thicket Park - Final Design

Services include Construction Phase Services including progress meetings with Contractor, review of submittals, and responses to RFIs and a site visit to review progress.

**Professional Services from February 1, 2020 to February 28, 2020**

Task	200	Final Design			
<b>Billing Limits</b>			<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings			0.00	41,652.75	41,652.75
Limit					53,530.00
Remaining					11,877.25
Task	202	Public Meeting			
<b>Billing Limits</b>			<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings			0.00	11,200.00	11,200.00
Limit					11,200.00
Task	210	USACE Coordination			
<b>Billing Limits</b>			<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings			0.00	0.00	0.00
Limit					4,730.00
Remaining					4,730.00
Task	220	Expanded Bid Phase			
<b>Billing Limits</b>			<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings			0.00	5,345.00	5,345.00
Limit					5,345.00
Task	300	Construction Phase			
			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Professional Engineer IV			8.50	215.00	1,827.50
Design Engineer II			6.25	120.00	750.00
Totals			14.75		2,577.50
<b>Total Labor</b>					<b>2,577.50</b>
<b>Billing Limits</b>			<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings			2,577.50	12,126.25	14,703.75
Limit					21,630.00
Remaining					6,926.25
Task	600	Field Project Representation			

Function 01 Field Project Representation - Inspector

	Hours	Rate	Amount
Construction Manager III	55.50	140.00	7,770.00
Totals	55.50		7,770.00
<b>Total Labor</b>			<b>7,770.00</b>

Billing Limits	Current	Prior	To-Date
Total Billings	7,770.00	5,390.00	13,160.00
Limit			22,440.00
Remaining			9,280.00

Function 02 Field Project Representation - Engineer

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	0.00	0.00
Limit			18,480.00
Remaining			18,480.00

Function 03 Field Project Representation - Construction Mgr.

	Hours	Rate	Amount
Construction Manager IV	8.50	160.00	1,360.00
Totals	8.50		1,360.00
<b>Total Labor</b>			<b>1,360.00</b>

Billing Limits	Current	Prior	To-Date
Total Billings	1,360.00	2,277.50	3,637.50
Limit			6,600.00
Remaining			2,962.50

Task 602 Drone Photography

Number of Per Each	1.00
Fee Each	345.00
Total Fee	345.00
<b>Total Fee</b>	<b>345.00</b>

Task 800 Reimbursables

Geotech/Testing/Lab Consult			
2/17/2020	Tolunay-Wong Engineers, Inc.	Inv 20-1237	810.15
<b>Total Consultants</b>			<b>810.15</b>

Delivery Services			
2/4/2020	Sonlife Corporation	Inv 68794	45.10
<b>Total Reimbursables</b>			<b>45.10</b>

Billing Limits	Current	Prior	To-Date
Total Billings	855.25	2,878.34	3,733.59
Limit			8,856.00
Remaining			5,122.41

**TOTAL THIS INVOICE** \$12,907.75



# JONES | CARTER

6330 West Loop South, Suite 150  
Bellaire, Texas 77401

**Invoice Total \$6,468.75**

March 5, 2020  
Project No: 14760-0007-00  
Invoice No: 00300067

Memorial Heights Redevelopment Authority (TIRZ No. 5)  
8588 Katy Fwy  
Houston, TX 77024

<b>PLEASE NOTE OUR REMIT INFO</b>	
<b>REMIT ADDRESS:</b>	<b>ACH INFORMATION:</b>
Jones & Carter, Inc.	BB&T
P.O. Box 95562	Account #: 1440002564231
Grapevine, TX 76099-9708	Routing #: 111017694
Please send remittance advice to: AccountsReivable@jonescarter.com	
<b>Payment Terms: Due upon Receipt</b>	

Project 14760-0007-00 Preliminary Engineering - Heights Blvd Pedestrian & Bicycle Safety Improvements

Services include preparation of 90% plans for review by City of Houston, and coordination of an additional location.

**Professional Services from February 1, 2020 to February 28, 2020**

Task	100	Planning Analysis			
<b>Billing Limits</b>			<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings			0.00	9,997.50	9,997.50
Limit					9,997.50

Task	200	Task A Heights Boulevard Bike Safety			
			<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
CAD Operator III			8.00	95.00	760.00
Design Engineer II			14.00	120.00	1,680.00
Totals			22.00		2,440.00
<b>Total Labor</b>					<b>2,440.00</b>

			<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
<b>Billing Limits</b>					
Total Billings			2,440.00	34,991.00	37,431.00
Limit					44,345.00
Remaining					6,914.00

Task	220	Task B MKT at Heights Boulevard			
<b>Billing Limits</b>			<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings			0.00	9,611.25	9,611.25
Limit					46,860.00
Remaining					37,248.75

Task	240	Task C MKT Safety Improvements			
<b>Billing Limits</b>			<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings			0.00	4,501.25	4,501.25
Limit					25,100.00
Remaining					20,598.75

Task	400	Task A Heights Blvd. Geotechnical Investigation			
<b>Billing Limits</b>			<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings			0.00	0.00	0.00
Limit					5,559.84
Remaining					5,559.84

Task	420	Task B MKT at Heights Geotechnical Investigation		
<b>Billing Limits</b>		<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings		0.00	0.00	0.00
Limit				6,453.00
Remaining				6,453.00

Task	440	Task C MKT Safety Geotechnical Investigation		
<b>Billing Limits</b>		<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings		0.00	0.00	0.00
Limit				6,161.40
Remaining				6,161.40

Task	460	Task B Traffic Signal Warrant Analysis		
<b>Billing Limits</b>		<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings		0.00	5,117.50	5,117.50
Limit				7,126.25
Remaining				2,008.75

Task	480	Task B Traffic Signal Design		
<b>Billing Limits</b>		<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings		0.00	0.00	0.00
Limit				18,080.00
Remaining				18,080.00

Task	500	Task A Heights Blvd. Topo Survey		
Surveying Services				
2/12/2020	United Engineers, Inc.	Inv 220-084		330.00
	<b>Total Consultants</b>			<b>330.00</b>
<b>Billing Limits</b>		<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings		330.00	26,716.26	27,046.26
Limit				28,188.00
Remaining				1,141.74

Task	520	Task B MKT at Heights Topo Survey		
Surveying Services				
2/12/2020	United Engineers, Inc.	Inv 220-084		82.50
	<b>Total Consultants</b>			<b>82.50</b>
<b>Billing Limits</b>		<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings		82.50	8,194.73	8,277.23
Limit				8,829.00
Remaining				551.77

Task	540	Task C MKT Safety Topo Survey		
Surveying Services				
2/12/2020	United Engineers, Inc.	Inv 220-084		82.50
	<b>Total Consultants</b>			<b>82.50</b>
<b>Billing Limits</b>		<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings		82.50	17,497.16	17,579.66
Limit				17,658.00
Remaining				78.34

Task	560	Survey at MKT and White Oak		
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	Hours	Rate	Amount
2-Person Survey Crew	9.50	170.00	1,615.00
3-Person Survey Crew	1.50	205.00	307.50
Survey Manager	1.50	185.00	277.50
Project Surveyor II	15.50	85.00	1,317.50
Survey Technician I	.25	65.00	16.25
Totals	28.25		3,533.75
<b>Total Labor</b>			<b>3,533.75</b>

<b>Billing Limits</b>	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>
Total Billings	3,533.75	0.00	3,533.75
Limit			3,533.75

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Task	800	Reimburable Expenses		
<b>Billing Limits</b>			<b>Current</b>	<b>Prior</b>
Total Billings			0.00	508.20
Limit				16,005.60
Remaining				15,497.40

**TOTAL THIS INVOICE** \$6,468.75

# SANFORD KUHL HAGAN KUGLE PARKER KAHN LLP

1980 Post Oak Boulevard  
Suite 1380  
Houston, Texas 77056

MEMORIAL HEIGHTS REDEVELOPMENT  
AUTHORITY  
c/o Melissa Morton  
450 N Sam Houston Pkwy E  
Suite 168  
Houston, TX 77060

## Statement

Date
3/2/2020

Date	Transaction	Amount	Balance		
03/02/2020	1023.01 - Administrative & Meeting- INV #20-1141. Orig. Amount \$2,155.00.	2,155.00	2,155.00		
12/02/2019	1023.02 - General- INV #19-3094. Orig. Amount \$983.84.	983.84	3,138.84		
03/02/2020	INV #20-1142. Orig. Amount \$4,827.73.	4,827.73	7,966.57		
03/02/2020	1023.17 - T-0520 - HOUSTON AVE/WHITE OAK- INV #20-1143. Orig. Amount \$112.50.	112.50	8,079.07		
12/02/2019	1023.18 - T - REGENTS SQUARE GID- INV #19-3095. Orig. Amount \$151.13.	151.13	8,230.20		
12/02/2019	1023.22 - T-0521 - LITTLE THICKET PARK- INV #19-3096. Orig. Amount \$81.25.	81.25	8,311.45		
03/02/2020	1023.24 - T-0523 - SHEPHER/DURHAM RECON- INV #20-1144. Orig. Amount \$675.00.	675.00	8,986.45		
<b>CURRENT</b>	<b>1-30 DAYS PAST DUE</b>	<b>31-60 DAYS PAST DUE</b>	<b>61-90 DAYS PAST DUE</b>	<b>OVER 90 DAYS PAST DUE</b>	<b>Total Amount Due</b>
0.00	7,770.23	0.00	0.00	1,216.22	<b>\$8,986.45</b>



# Sanford Kuhl Hagan Kugle Parker Kahn LLP

1980 Post Oak Boulevard  
Suite 1380  
Houston, Texas 77056  
(713) 850-9000

**Bill To:**

MEMORIAL HEIGHTS REDEVELOPMENT AUTHORITY  
c/o Melissa Morton  
450 N Sam Houston Pkwy E  
Suite 168  
Houston, TX 77060

**Invoice #:** 20-1141**Invoice Date:** 3/2/2020**Services Rendered Through:** 2/28/2020**MATTER: 1023.01 - Administrative & Meeting**

	<b>Date</b>	<b>Description</b>	<b>Hrs.</b>	<b>Amount</b>
SVD ...	2/7/2020	Communications regarding Board meeting scheduling.	0.3	30.00
SVD ...	2/10/2020	Workshop meeting follow-up.	0.8	80.00
SVD ...	2/13/2020	Preparation of draft agenda for upcoming Board of Directors meeting. Communications regarding meeting schedule.	0.5	50.00
SVD ...	2/14/2020	Revise agenda.	0.25	25.00
LCD ...	2/17/2020	Attention to meeting materials.	0.25	81.25
SVD ...	2/17/2020	Revise agenda, and related communications. Revisions to minutes.	1.5	150.00
SVD ...	2/18/2020	Revise, finalize, and post agenda. Communicatiions with Board members staff, and consultants regarding meeting information.	1.5	150.00
LCD ...	2/19/2020	Attention to Board meeting packet; review workshop meeting actions.	0.25	81.25
SVD ...	2/19/2020	Preparation and assembly of meeting materials.	0.75	75.00
LCD ...	2/20/2020	Continued attention to meeting materials.	0.25	81.25
LCD ...	2/21/2020	Attention to meeting packet.	2.25	731.25
SVD ...	2/24/2020	Meeting preparation.	0.6	60.00
SVD ...	2/25/2020	Continued meeting preparation. Communications with Board members regarding meeting attendance.	0.8	80.00
SVD ...	2/26/2020	Meeting preparation, and communications with Board members regarding attendance.	1	100.00
SVD ...	2/27/2020	Attendance at Board meeting, including taking minutes and document administration. Meeting follow-up, including compilation and transmittal relating to website. Maintenance of public files, records, and documents.	3.8	380.00

**Total** \$2,155.00

**Payments/Credits** \$0.00

**Balance Due** \$2,155.00

# Sanford Kuhl Hagan Kugle Parker Kahn LLP

1980 Post Oak Boulevard  
Suite 1380  
Houston, Texas 77056  
(713) 850-9000

**Bill To:**

**MEMORIAL HEIGHTS REDEVELOPMENT AUTHORITY**  
c/o Melissa Morton  
450 N Sam Houston Pkwy E  
Suite 168  
Houston, TX 77060

**Invoice #:** 20-1142**Invoice Date:** 3/2/2020**Services Rendered Through:** 2/27/2020**MATTER: 1023.02 - General**

	<b>Date</b>	<b>Description</b>	<b>Hrs.</b>	<b>Amount</b>
PJK -...	1/30/2020	Attention to documentation available for PIA request.	0.2	65.00
LCD ...	1/31/2020	Attention to PIA request.	0.25	81.25
PJK -...	2/3/2020	Attention to PIA request.	0.6	195.00
SVD ...	2/3/2020	Preparation of PIA response, and review files regarding same.	1	125.00
LCD ...	2/4/2020	Telephone conference with S. Weesner regarding Tri Party Agreement; review same with regard to bond application; attention to TPIA response.	0.75	243.75
PJK -...	2/4/2020	Continued attention to PIA request.	0.4	130.00
SVD ...	2/4/2020	Attention to PIA response, and related communications.	1.25	156.25
LCD ...	2/5/2020	Prepare letter to COH staff regarding debt issuance.	0.6	195.00
SVD ...	2/5/2020	Continued attention to PIA response.	0.8	100.00
LCD ...	2/10/2020	Review and revise draft minutes of December authority and TIRZ meetings; attention to additional TPIA request.	1.25	406.25
SVD ...	2/10/2020	Additional response to PIA request.	0.4	50.00
SVD ...	2/11/2020	Communications with Engineer regarding meeting action needs.	0.3	37.50
LCD ...	2/12/2020	Attention to additional TPIA request.	0.25	81.25
SVD ...	2/12/2020	Attention to PIA request.	0.25	31.25
LCD ...	2/13/2020	Attention to debt issuance options.	0.3	97.50
PJK -...	2/13/2020	Attention to financing issues.	0.8	260.00
SVD ...	2/13/2020	Continued attention to draft minutes.	1.25	156.25
LCD ...	2/14/2020	Review increment report; review and revise agenda; finalize draft minutes of December meeting.	0.5	162.50
PJK -...	2/14/2020	Continued attention to financing issues.	0.8	260.00
SVD ...	2/14/2020	Communications regarding tax increment report. Communications with Engineer regarding service matters.	0.6	75.00
PJK -...	2/17/2020	Attention to PIA request.	0.4	130.00
SVD ...	2/17/2020	Continued attention to PIA request. Attention to bookkeeping administration, and related communications.	0.8	100.00
LCD ...	2/18/2020	Finalize meeting agenda.	0.25	81.25
SVD ...	2/18/2020	Continued attention to PIA request. Preparation of workshop meeting summary.	1	125.00
SVD ...	2/19/2020	Continued attention to PIA request.	0.5	62.50
SVD ...	2/24/2020	Attention to TexPool documentation.	0.4	50.00

# Sanford Kuhl Hagan Kugle Parker Kahn LLP

1980 Post Oak Boulevard  
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(713) 850-9000

**Bill To:**

**MEMORIAL HEIGHTS REDEVELOPMENT AUTHORITY**  
c/o Melissa Morton  
450 N Sam Houston Pkwy E  
Suite 168  
Houston, TX 77060

**Invoice #:** 20-1142  
**Invoice Date:** 3/2/2020  
**Services Rendered Through:** 2/27/2020

**MATTER: 1023.02 - General**

	<b>Date</b>	<b>Description</b>	<b>Hrs.</b>	<b>Amount</b>
PJK -...	2/25/2020	Attention to PIA matters.	0.4	130.00
SVD ...	2/25/2020	Communications regarding PIA request.	0.5	62.50
LCD ...	2/26/2020	Telephone conference with S. Weesner.	0.25	81.25
LCD ...	2/27/2020	Prepare for and attend Board meeting.	2.25	731.25
SVD ...	2/27/2020	Preparation of draft meeting minutes.	0.6	75.00
EXP...				
	1/31/2020	January 2020 - Copies - After Inv		3.15
	1/31/2020	2POC Parking - 01/27/2020 Meeting		9.00
	2/27/2020	02/21/2020 - FedEx - S. Weesner		41.58
	2/28/2020	February 2020 - Copies		70.80
	2/28/2020	February 2020 - Postage		2.70
	2/28/2020	02/25/2020 - Digital B/W Blowbacks - GBC Binding		153.00
	2/28/2020	February 2020 - Offsite Document Storage		10.00
		<b>TOTAL REIMBURSABLE EXPENSES</b>		<b>290.23</b>

**Total** \$4,827.73  
**Payments/Credits** \$0.00  
**Balance Due** \$4,827.73

# Sanford Kuhl Hagan Kugle Parker Kahn LLP

1980 Post Oak Boulevard  
Suite 1380  
Houston, Texas 77056  
(713) 850-9000

**Bill To:**

**MEMORIAL HEIGHTS REDEVELOPMENT AUTHORITY**  
c/o Melissa Morton  
450 N Sam Houston Pkwy E  
Suite 168  
Houston, TX 77060

**Invoice #:** 20-1143

**Invoice Date:** 3/2/2020

**Services Rendered Through:** 2/27/2020

**MATTER: 1023.17 - T-0520 - HOUSTON AVE/WHITE OAK**

	<b>Date</b>	<b>Description</b>	<b>Hrs.</b>	<b>Amount</b>
LCD ...	2/13/2020	Attention to audit letter for RAC contract.	0.25	81.25
SVD ...	2/17/2020	Administration of construction documentation, and related communications.	0.25	31.25

**Total** \$112.50

**Payments/Credits** \$0.00

**Balance Due** \$112.50

# Sanford Kuhl Hagan Kugle Parker Kahn LLP

1980 Post Oak Boulevard  
Suite 1380  
Houston, Texas 77056  
(713) 850-9000

**Bill To:**

**MEMORIAL HEIGHTS REDEVELOPMENT AUTHORITY**  
c/o Melissa Morton  
450 N Sam Houston Pkwy E  
Suite 168  
Houston, TX 77060

**Invoice #:** 20-1144**Invoice Date:** 3/2/2020**Services Rendered Through:** 2/27/2020**MATTER: 1023.24 - T-0523 - SHEPHER/DURHAM RECON**

	<b>Date</b>	<b>Description</b>	<b>Hrs.</b>	<b>Amount</b>
TCS ...	2/11/2020	Attention to applicable municipal laws and regulations regarding driveway alterations.	1.25	343.75
LCD ...	2/24/2020	Attention to research regarding curb cuts and driveways.	0.25	81.25
TCS ...	2/24/2020	Communications with L. Davis regarding summary of COH ordinances related to driveway alterations and penalties.	0.5	137.50
SVD ...	2/24/2020	Attention to project documentation.	0.25	31.25
LCD ...	2/26/2020	Attention to curb cut/driveway research.	0.25	81.25

**Total** \$675.00**Payments/Credits** \$0.00**Balance Due** \$675.00

**SMW Principle Solutions, Inc.**  
P.O. Box130627 - 1900 West Gray  
Houston, TX 77219  
sherry@SMWPrincipleSolutions.com

# INVOICE

**BILL TO**

Memorial Heights  
Redevelopment Authority  
C/O Melissa Morton  
1125 Cypress Station Dr Bldg.  
H-4  
Houston, TX 77090

**INVOICE #** 1261  
**DATE** 02/28/2020  
**DUE DATE** 03/29/2020  
**TERMS** Net 30

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DESCRIPTION	QTY	RATE	AMOUNT
<b>Consulting Agreement</b> February Consulting	1	10,000.00	10,000.00
<b>Mileage Reimbursement</b> February Mileage Reimbursement	1	41.06	41.06
<b>Reimbursable Expenses</b>	1	127.90	127.90
BALANCE DUE			<b>\$10,168.96</b>

SMW Principle Solutions, Inc.  
PO Box 130627 1900 West Gray Houston, TX 77219

Bill To:			
Memorial Heights Redevelopment Authority			
C/O Melissa Morton			2/28/2020
1125 Cypress Station Dr. Bldg H-4			Thru 2/29/2020
Houston, TX 77090			Monthly Fee \$10,000
Date	Description	Time (Hrs.)	
2/1/2020	Check Signing, Invoice Management, Scheduling	1.50	
2/2/2020	Records Management, Controller Meeting scheduling	1.50	
2/3/2020	Shepherd/Durham COH meeting to discuss LID features, follow up Controller mtg	2.75	
2/4/2020	Update Discussion with Jones and Carter, Minutes review meeting with HPW, Coordinate Project Committee Meeting, Coordinate Bond 101 meeting, Follow up Debt Authorization with COH, Reschedule with CM Alcorn, Reschedule COH water/wastewater meeting	3.50	
2/5/2020	Financial Policy	1.50	
2/6/2020	Parking question - Urban Genesis, Review Meeting Notes, Talk to Landowner/Developer close to Little Thicket Park, Reschedule Mtg with CM Alcorn, Project Justification for Debt Authorization	3.75	
2/7/2020	Invoice Management Mark up from Bookkeeper, Review Sign Design from Hanover	1.25	
2/10/2020	Curb cut research question, Meeting with METRO, Review Sign Design from Hanover	4.25	
2/11/2020	Update discussion with Jones and Carter, Meeting with CM Evans-Shebazz	3.00	
2/12/2020	Review one pager for project committee, Shepherd/Durham water/wastewater meeting, Follow up HPM PM assignment	3.50	

SMW Principle Solutions, Inc.  
PO Box 130627 1900 West Gray Houston, TX 77219

2/13/2020	Project committee meeting, Follow up bonds 101, Hanover Sign follow up, HPW water/waste water follow up, Follow up on Request from COH	4.25	
2/14/2020	Bonds 101, Tax Roll Confirmation, Draft Agenda Follow up, Discuss Invoice Management with Director Hale-Harris, Discuss Invoice Management with Director Colom, Walk Bike Facility review, Rice Student Scheduling	4.75	
2/15/2020	Business Card Follow up	1.25	
2/16/2020	Debt Authorization Follow up	0.50	
2/17/2020	Meeting with Controller, Street Typology Review, Invoice Management Policy Questions, HAWO items	3.25	
2/18/2020	Agenda follow up, follow up with Rice Students, Hanover Signage, Water and Wastewater follow up	2.75	
2/19/2020	Meeting Agenda, Follow up -basic Bonds information, Amended Invoice Policy	2.50	
2/20/2020	Meeting with CM Alcorn, Amended Invoice Policy, Signage, Bicycle and Pedestrian Project follow up	2.75	
2/21/2020	GID - West Dallas follow up, Bicycle and Pedestrian Project follow up, North Canal Follow up, TIP Goals Review	1.75	
2/24/2020	Meeting with CM Knox, Follow up West Dallas, Follow up Citizen Potential Projects suggestions, Follow up with Super Neighborhood request, look at alternate meeting places, follow up CM Alcorn information, invoices, at large meeting follow up, MKT Trail photo request follow up, curb cut request	4.25	
2/25/2020	Little Thicket Site visit, Board meeting preparation, Director Colom Discussion, Economic Development Question, Fence Follow up Little Thicket, Sign Follow up	3.50	
2/26/2020	Meeting with Bill Baldwin, Conference call with Attorney, Follow up with J&C for the Board Meeting	3.50	
2/27/2020	Board Meeting, Board Meeting Follow up	3.25	
2/28/2020	CM Alcorn Follow up, Document Follow up	1.50	
Total		66.25	



SMW Principle Solutions, Inc.  
 PO Box 130627 1900 West Gray Houston, TX 77219

Bill To:		
Memorial Heights Redevelopment Authority		
C/O Melissa Morton		2/28/2020
1125 Cypress Station Dr. Bldg H-4		Thru 2/29/2020/2020
Houston, TX 77090		Hourly Fee \$150.00
Date	Description	Time (Hrs.)
2/3/2020	Shepherd/Durham COH meeting to dicuss LID features	2.00
2/4/2020	Minutes review meeting with HPwReschedule COH water/wastewater	0.75
2/10/2020	Curb cut research question, Meeting with METRO	3.00
2/12/2020	Shepherd/Durham water/wastewater meeting, Follow up HPM PM	2.75
2/18/2020	Little Thicket Construction Meeting	1.50
2/18/2020	Water and Wastewater follow up	0.25
2/25/2020	Little Thicket Site visit, Fence Follow up Little Thicket	2.00
	T-521 - Little Thicket 3.5 hours	
	T-523A Shepherd Durham 8.75 hours	
<b>Total</b>		<b>12.25</b>

These hours are included in the invoice back up.



