

**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 joint meeting with the Board of Directors of the Reinvestment Zone Number Five, City of Houston, Texas, (the "Zone"), open to the public, via a video and telephonic conference meeting at **10:00 A.M. on June 24, 2021**. This video and telephonic 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](mailto:demiany@sklaw.us).

**TO ATTEND VIA VIDEO:**

**LINK:** <https://us02web.zoom.us/j/85370945991?pwd=OVZxdW9xTmQxYUdjSitkbnVRU0F0UT09>

**Meeting ID: 853 7094 5991**

**Passcode: 192652**

**TO ATTEND VIA AUDIO ONLY:**

**Dial: 1-346-248-7799**

**Meeting ID: 853 7094 5991**

**Passcode: 192652**

At the meeting, the following items will be considered and acted on:

1. **CALL TO ORDER:**
  - a. **Receive comments and questions from the public;**
2. **CONSENT AGENDA:**
  - a. **Minutes of previous meetings:**
    - i) Approve Authority minutes of April 22, 2021;
    - ii) Approve Zone minutes of April 22, 2021;
  - b. **Developer Reports (Authority only):**
    - i) Quarterly GID update;
    - ii) Quarterly Hanover update;
  - c. **Financial matters (Authority only):**
    - i) Receive Financial Report Summary, including account and fund activity statements;
    - ii) Receive Investment Report;
3. **CHAIR REPORT (Authority only);**
4. **PRESIDENT REPORT (Authority only):**
  - a. **Approve Change Order Resolution;**
5. **EMPLOYEE MATTERS (Authority only);**
  - a. **Approve suspension of Consulting Services Agreement [SMW Principle Solutions, Inc.];**
  - b. **Approve Employment Agreement [Sherry Weesner];**
  - c. **Approve Employee Handbook;**
  - d. **Authorize Finance Committee to select employee retirement program and fund manager;**
6. **PROJECTS AND ENGINEERING (Authority only):**
  - a. **Receive Projects Committee Report:**
    - i) Approve J|C FY 2021 Work Authorization No. 2 [general services];
  - b. **Shepherd/Durham and Selected Cross Streets Reconstruction [CIP Project T-0523A]:**
    - i) Update on project development:
      - A. Approve J|C Work Authorization T-0523A No. 6 [Phase I CPS];

- ii) Authorize RFQ for CM/MTS, and authorize Projects Committee to select and negotiate contract;
- iii) Authorize Chair/President to execute Grant Agreement;
- iv) Approve Interlocal Agreement with City for Engineering Design and Construction (Phase 1);
- v) Authorize advertisement for bids;
- c. **North Canal Project** [CIP Project T-0525]:
  - i) Update on project development;
  - ii) Approve Interlocal Agreement with City (Cost Sharing);
- d. **Heights Boulevard Bicycle and Pedestrian Safety Improvements** [CIP Project T-0527]:
  - i) Update on project development;
- e. **West Dallas Restriping Project** [CIP Project T-0528];
  - i) Update on project development;
- f. **Trail Segment between White Oak Bayou and Memorial Park** [CIP Project T-0530];
  - i) Update on project development;
- g. **Heights Boulevard Bicycle and Pedestrian Safety Improvements, West Dallas Restriping Project, Trail Segment between White Oak Bayou and Memorial Park [construction portion]** [CIP Project T-0531]:
  - i) Authorize advertisement for bids and authorize Projects Committee to approve award of contract;
- h. **Zone Wide Safety and Mobility Projects** [CIP Project T-532]:
  - i) Approve J|C Work Authorization T-532;
- i. **Zone Wide Localized Storm Water Management Projects** [CIP Project T-533]:
  - i) Approve J|C Work Authorization T-533;
- j. Approve related pay estimates or change orders, or other design, construction, or management contract administration items, and authorize other appropriate action;
- 7. **FINANCIAL MATTERS** (*Authority only*):
  - a. Banking relationship update;
  - b. Authorize payment of invoices;
  - c. Authorize Requisition No. 2 to Regions Bank for Reimbursement of Projects Costs from Bond Proceeds;
  - d. Approve Engagement Letter for bookkeeping and financial report services [TMAS];
  - e. 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