

## **Minutes of the Meeting of the Board of Directors of OST/Almeda Corridors Redevelopment Authority**

The Board of Directors of OST/Almeda Corridors Redevelopment Authority (the "Authority") held a joint meeting open to the public with the Board of Directors of Reinvestment Zone Number Seven, City of Houston (the "Zone") on Tuesday, April 16, 2024, at 12:00 p.m. at One Emancipation Center, 3131 Emancipation Avenue, 2<sup>nd</sup> Floor, Houston, Texas 77004, to consider, discuss and adopt such orders, resolutions, or motions, and take other direct or indirect actions as may be necessary, convenient, or desirable. The roll was called of all the duly appointed members of the Board:

<u>Position #</u>	<u>Board Members</u>
1	Algenita Scott Davis
2	Hexser Holliday, II
3	Zinetta A. Burney
4	Brian G. Smith
5	Lauren Haller Fontaine
6	Cathy Evans-Jackson
7	Michael R. Williams

All the above were present except Algenita Scott Davis, Zinetta A. Burney, and Cathy Evans-Jackson. Others in attendance were Clark Lord, Andrew Busker, Dr. Karun Sreerama, Danielle Page, Zackery Martin, Nicole Phillip, Adfanie Gray, Melissa Walters, Gerald Womack, Theola Petteway, Floyd Smith, Tia Alexander, and Tamiko Brock. The following attended via Zoom: Sonja Walker, Nikki Knight, and Deborah Juneau.

The meeting was called to order at 12:06 p.m. by Board Vice Chair Lauren Haller Fontaine.

### **PUBLIC COMMENTS**

Dr. Teddy McDavid from Old Spanish Trail Community Partnership provided the board with an update on the MacGregor Park Project and the Houston Business Development Center for Innovation of Technology at Palm Center.

### **CONSENT AGENDA**

Upon motion by Director Hexser Holiday II and seconded by Director Michael R. Williams, the Board of Directors approved the minutes of the March 19, 2024, meeting of the Authority and the Zone; and the minutes of the March 23, 2024, Joint Workshop on Capital Projects; and approved the Payment of Recurring and Non-Recurring Expenses.

### **EXECUTIVE DIRECTOR'S REPORT ON ADMINISTRATIVE MATTERS AND STRATEGIC PARTNERSHIPS**

Upon motion by Director Hexser Holiday II and seconded by Director Michael R. Williams the Board of Directors received the Executive Director's Report on Administrative Matters and Strategic Partnerships as presented by Theola Petteway, Executive Director.

### **FINANCE/OPERATIONS**

Upon motion by Director Hexser Holliday II and seconded by Director Michael R. Williams, the Board of Directors received the Director of Operations' Report as presented by Floyd Smith, Director of Operations, which included a status report by Gerald Womack with Womack Development & Investment Realtors on Authority-owned property located at 4435 Old Spanish Trail listed for sale. Director Michael R. Williams, on

behalf of the Finance/Operations Committee, provided an update on the search for a new banking institution for the Authority. Sonia Walker with Alchemy Consulting Group, LLC. presented the Human Resources Status Report. The Accounting & Finance Manager position has been posted on 14 platforms and, to date, has received 40 applications.

### **CAPITAL PROJECTS**

The Board of Directors received the Capital Projects Report for Bond Funded Projects as presented by Dr. Karun Sreerama with Concepts Engineers, Inc. including comments from Danielle Page, Deputy Assistant Director with the City Houston Public Works-Transportation & Drainage Operations Department; and the Non-Bond Funded Projects Report as presented by Zackery Martin with Martin Construction Management & Design, LLC.

Upon motion by Director Michael R. Williams and seconded by Director Hexser Holliday II, the Board of Directors approved the Scope of Work and a Not-to-Exceed Amount of \$93,500 including any additional documentation needed for Concepts Engineering, Inc. to prepare a bid package for modification of Emancipation Avenue Reconstruction Project (CIP T-0711A) from Pierce Street to McGowan Street.

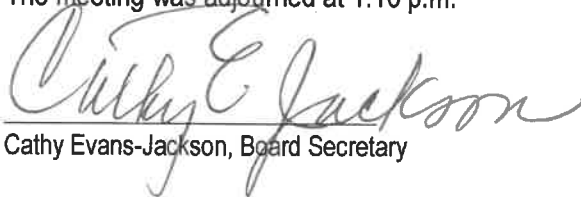
Upon motion by Director Michael R. Williams and seconded by Director Hexser Holliday II, the Board of Directors approved Change Order #2 for B&D Contractors, Inc. to complete additional park repairs, painting, and pruning trees for Park @ Palm Center - Phase II (CIP# T-0706) to be reimbursed by the Greater Southeast Management District.

### **NEXT REGULAR MEETING**

The next meeting will be held on Tuesday, May 21, 2024, at 12:00 p.m.

### **ADJOURNMENT**

The meeting was adjourned at 1:16 p.m.

A handwritten signature in cursive script that reads "Cathy E. Jackson". The signature is written in dark ink and is positioned above the printed name of the signatory.

Cathy Evans-Jackson, Board Secretary

## **Minutes of the Meeting of the Board of Directors of Reinvestment Zone Number Seven, City of Houston, Texas**

The Board of Directors of Reinvestment Zone Number Seven, City of Houston (the "Zone") held a joint meeting with the Board of Directors of OST/Almeda Corridors Redevelopment Authority (the "Authority") on the public with the Board of Directors of Reinvestment Zone Number Seven, City of Houston (the "Zone") on Tuesday, April 16, 2024, at 12:00 p.m. at OST/Almeda Corridors Redevelopment Authority, in the One Emancipation Center Community Room 3131 Emancipation Suite 200, Houston, Texas 77004, to consider, discuss and adopt such orders, resolutions, or motions, and take other direct or indirect actions as may be necessary, convenient, or desirable. The roll was called of all the duly appointed members of the Board:

<u>Position #</u>	<u>Board Members</u>
1	Algenita Scott Davis
2	Hexser Holliday, II
3	Zinetta A. Burney
4	Brian G. Smith
5	Lauren Haller Fontaine
6	Cathy Evans-Jackson
7	Michael R. Williams

All the above were present except Algenita Scott Davis, Zinetta A. Burney, and Cathy Evans-Jackson. Others in attendance were Clark Lord, Andrew Busker, Dr. Karun Sreerama, Danielle Page, Zackery Martin, Nicole Phillip, Adfanie Gray, Melissa Walters, Gerald Womack, Theola Petteway, Floyd Smith, Tia Alexander, and Tamiko Brock. The following attended via Zoom: Sonja Walker, Nikki Knight, and Deborah Juneau.

The meeting was called to order at 12:06 p.m. by Board Vice Chair Lauren Haller Fontaine.

### **PUBLIC COMMENTS**

Dr. Teddy McDavid from Old Spanish Trail Community Partnership provided the board with an update on the MacGregor Park Renovation and the Business Center for Innovation of Technology at the Park at Palm Center.

### **CONSENT AGENDA**

Upon motion by Director Hexser Holiday II and seconded by Director Michael R. Williams, the Board of Directors approved the minutes of the March 19, 2024, meeting of the Authority and the Zone; and the minutes of the March 23, 2024, Joint Workshop on Capital Projects; and approved the Payment of Recurring and Non-Recurring Expenses.

### **EXECUTIVE DIRECTOR'S REPORT ON ADMINISTRATIVE MATTERS AND STRATEGIC PARTNERSHIPS**

Upon motion by Director Hexser Holiday II and seconded by Director Michael R. Williams the Board of Directors received the Executive Director's Report on Administrative Matters and Strategic Partnerships as presented by Theola Petteway, Executive Director.

### **FINANCE/OPERATIONS**

Upon motion by Director Hexser Holliday II and seconded by Director Michael R. Williams, the Board of Directors received the Finance and Operation Report as presented by Floyd Smith, Director of Operations, and the presentation by Gerald Womack with Womack Development & Investment Realtors who updated the board regarding the sale of the Authority owned property located at 4435 Old Spanish Trail. Director Michael R. Williams on behalf of the Finance Operation Committee provided the board with an update on the selection of the new banking institution to transfer some of the Authority funds. Sonia Walker with Alchemy Consulting Group, LLC. presented an update regarding the number of applicants for the Finance Accounting Manager and the hiring process.

### **CAPITAL PROJECTS**

The Board of Directors received the Capital Projects Report for Bond Funded Projects as presented by Dr. Karun Sreerama with Concepts Engineers, Inc., with insight from Danielle Page Deputy Assistant Director. with the City Houston Public Works-Transportation & Drainage Operations Department; and the Non-Bond Funded Projects Report as presented by Zackery Martin, with Martin Construction Management & Design, LLC.

Upon motion by Director Michael R. Williams and seconded by Director Hexser Holliday II, the Board of Directors approved Scope of Work and a Not-to-Exceed Amount of \$93,500 for Concepts Engineering, Inc. to prepare a bid package for modification of Emancipation Avenue Reconstruction Project (CIP T-0711A) from Pierce Street to McGowan Street and additional documentation necessary to complete the Scope of Work.

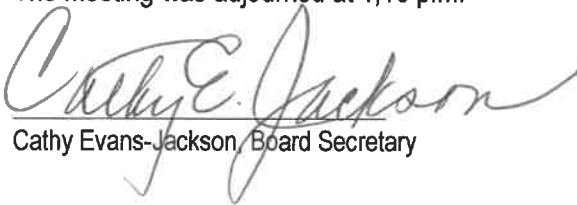
Upon motion by Director Michael R. Williams and seconded by Director Hexser Holliday II, the Board of Directors approved Change Order #2 for B&D Contractors, Inc. to complete additional park repairs, painting, and pruning trees for Park @ Palm Center - Phase II (CIP# T-0706).

### **NEXT REGULAR MEETING**

The next meeting will be held on Tuesday, May 21, 2024, at 12:00 p.m.

### **ADJOURNMENT**

The meeting was adjourned at 1;16 p.m.



Cathy E. Jackson, Board Secretary