

# MINUTES OF REGULAR MEETING OF UPTOWN DEVELOPMENT AUTHORITY

September 24, 2020

The Board of Directors (the "Board") of the Uptown Development Authority (the "Authority") met in regular session by teleconference, with access by telephone available to the public, pursuant to Texas Government Code Section 551.125 and Governor Greg Abbott's emergency disaster declaration dated March 13, 2020, on the 24th day of September, 2020, and the roll was called of the members of the Board being present by telephone:

Steve Lerner	Chairman
Louis Sklar	Vice Chairman
Kendall A. Miller	Secretary/Treasurer
Robert Clay	Director
Dot Cunningham	Director
Ethel Johnson	Director
Judson Robinson, III	Director
Lisa Simon	Director
MariCarmen Tamez	Director

and all of the above were present, except for Directors Miller and Tamez, thus constituting a quorum.

Also attending the teleconference were John Breeding, Stephen Wood, Shannon Daniels, Bob Ethington, Andrew Jerige, Betsy Kirkgard, Nat Wanissorn, Kaleé Garvin, Joshua Bowers, and Amelia Escalante, staff members of Harris County Improvement District No. 1; Margaret Dunlap of METRO; Monica Aizpurúa of Binkley & Barfield; Leslie Cook and Loren Morales of RBC Capital Markets; Patrick Simmons of Whitley Penn; Mark Arnold of Hunton Andrews Kurth LLP; and Carnell Emanuel of Allen Boone Humphries Robinson LLP.

## CALL TO ORDER

Chairman Lerner called the meeting to order at 3:03 p.m.

Chairman Lerner reviewed certain recommended protocols for conducting the District's meeting via teleconference.

## PUBLIC COMMENTS

Chairman Lerner offered any members of the public attending the meeting by telephone the opportunity to make public comment. There being no members of

the public requesting to make public comment, the Board moved to the next agenda item.

#### APPROVE MINUTES

The Board considered approving the minutes of the July 8, 2020, regular meeting, a copy of which is attached. Director Simon made a motion to approve the minutes of the meeting. Director Cunningham seconded the motion, which passed unanimously.

#### REVIEW QUARTERLY INVESTMENT REPORT

Ms. Daniels reviewed the quarterly investment report for the quarters ending March 31, 2020 and June 30, 2020, with reference to the Capital Projects Fund, Infrastructure Fund, Affordable Housing Fund, Pledged Securities and the investment officer status. No action was taken on the investment report.

#### APPROVE INVOICES

Ms. Daniels presented a list of current invoices for work done for the months of June, July and August, 2020, a copy of which is attached. She stated that invoices for reimbursement to the District for administrative and other projects totaled \$215,463.91, invoices for the Post Oak Boulevard Project totaled \$105,690.53 and the Authority's consultants' and attorneys' fees totaled \$660,539.84, together coming to \$981,694.28. She continued that the Authority's contract payments for the period were \$5,345,471.03. She requested approval for invoices totaling \$6,327,165.31.

After discussion, Director Sklar moved that the Board approve payment of the invoices presented. Director Simon seconded the motion, which passed unanimously.

Ms. Daniels reviewed and discussed the cumulative total of MWDBE / SBE expenditures from the inception of the Authority to date, and for the current fiscal year beginning July 1, 2020, to date. She also said that the percentage of MWDBE / SBE expenditures to the total of professional expenditures for the current fiscal year is 62%, exceeding the Authority's 24% goal, and that the percentage of MWDBE / SBE expenditures to total of construction expenditures for the same period is 50%, which is above the Authority's goal of 17%. The Board then reviewed and discussed trend graphs of MWDBE / SBE Professional Services and Construction Services and a chart of the expenditures broken down by type of minority group for Fiscal Year 2020-21 to date. Discussion ensued.

CONSIDER APPROVAL OF THE AUDIT FOR FISCAL YEAR ENDING JUNE 30, 2020

Ms. Daniels discussed the audit for the fiscal year ending June 30, 2020. She said that the Authority's audit committee met and reviewed the Authority's financial statements. After discussion, Director Simon moved to approve the audit and authorize submission to the City of Houston. Director Clay seconded the motion, which passed unanimously.

TRANSIT CENTER LEASE AGREEMENT

Mr. Wood and Mr. Arnold discussed a draft lease agreement between the Authority and METRO (the "Agreement"). Mr. Arnold indicated the Agreement provides for the operation of the Westpark Transit Center by METRO. He added that based on discussions with the Federal Transit Administration, the Agreement may be revised to provide for a 5-year term with an automatic renewal. Discussion ensued. Following discussion, Director Clay moved to approve the Agreement, subject to discussed revisions. Director Simon seconded the motion, which passed unanimously.

ADJOURNMENT

There being no further business, the meeting was adjourned.

Respectfully submitted,



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Kendall A. Miller  
Secretary, Board of Directors