

**MINUTES OF MEETING
BRAYS OAKS MANAGEMENT DISTRICT
(HARRIS COUNTY IMPROVEMENT DISTRICT No. 5)
BOARD OF DIRECTORS**

MARCH 15, 2011

DETERMINE QUORUM; CALL TO ORDER.

The Board of Directors of Brays Oaks Management District held a regular meeting Tuesday, March 15, 2011, at 12:00 Noon at the Brays Oaks Management District Office, 10103 Fondren, Suite 300, Houston, Texas 77096, inside the boundaries of the District, open to the public. Chairman Mirwis called the meeting to order at 12:06 p.m. and the roll was called of the duly appointed members of the board, to-wit:

Position 1 – Starla Turnbo	Position 7 – Allen Goodlow, Sr., <i>Secretary</i>
Position 2 – Audrey Ingram	Position 8 – Elaine Gaskamp
Position 3 – C. Fred Meyer, <i>Vice Chairman</i>	Position 9 – Cary P. Yates
Position 4 – Mehmet Okumus	Position 10 – Greg Glenn
Position 5 – René Joubert	Position 11 – George Nwanguma
Position 6 – Etan Mirwis, <i>Chairman</i>	

and all of the above were present, except Directors Glenn, Ingram and Yates, thus constituting a quorum. Also present were David Hawes, Susan Hill, Richard Rodriguez, Gretchen Larson, Ray Lawrence and Natali Lacasa, Hawes Hill Calderón, L.L.P; Lisa Hernandez, Municipal Accounts & Consulting; Janet Kennison, HGR Engineering; Edmund Petry, METRO; Tawanna Stewart, Houston Apartment Association.

RECEIVE PUBLIC COMMENTS.

There were no comments from the public.

APPROVE MINUTES OF BOARD MEETING DATED FEBRUARY 15, 2011.

Upon a motion duly made by Director Gaskamp, seconded by Director Goodlow, the board voted unanimously to approve the minutes of the February 15, 2011 meeting as amended to note that the word Raindrop in Raindrop Turquoise Center should be one word rather than two words.

CONSIDER FINANCIAL REPORT AND PAY BILLS.

Ms. Hernandez reviewed the financial information included in the board agenda materials. She said that a CD has matured recently, and that plans are to close the account and move the funds into the District's money market account. Upon a motion duly made by Director Goodlow, seconded by Director Nwanguma, the board voted unanimously to approve the financial report and payment of invoices as presented.

RECEIVE A REPORT FROM KAREN MARSHALL ON METRO'S 90A ENVIRONMENTAL IMPACT STUDY.

Ms. Janet Kennison addressed the Board and provided a briefing on the Environmental Impact Study for METRO's Highway 90A Southwest Rail Corridor proposal. She said that HGR Engineering is the general planning consultant for METRO and also is project manager for the Environmental Impact Study. She distributed a document titled, "US 90A/Southwest Rail Corridor Environmental Impact Statement Scoping Information Package," dated January 10, 2011, hereby attached as Exhibit A, as well as copies of a PowerPoint presentation titled, "Brays Oaks Management District Briefing," dated March 15, 2011, hereby attached as Exhibit B. Ms. Kennison reviewed the process and the timeline for the Environmental Impact Study.

There was discussion about commuter rail vs. light rail. Chairman Mirwis said it is important that this METRO plan should consist of light rail inside of Beltway 8 so that residents who live in the densely-populated area inside of the Beltway are able to use it. Chairman Mirwis said existing utility easements might provide a logical location for the rail system. Ms. Kennison said that numerous comments have been received with regards to the project, and that METRO welcomes all comments as part of the process of identifying the locally preferred alternative. Mr. Lawrence asked if an economic development evaluation will be included and Ms. Kennison indicated that it would be a component. Following discussion, the Board asked staff to write a letter to METRO in support of a light rail option that runs on the north side of property and does not cut into the back yards of residences. No action was taken.

CONSIDER REPORT FROM THE BUSINESS & ECONOMIC DEVELOPMENT COMMITTEE.

Mr. Lawrence reported that the committee met on March 4, 2011. He said it was an introductory meeting, and he asked for recommendations for additional committee members. He said that it would be beneficial to have a commercial real estate broker serving on the committee. He noted that the committee will hold its regularly-scheduled meetings on the first Thursday of each month at 8:00 a.m., and that the next meeting will be held on April 7, 2011.

CONSIDER REPORT FROM THE APARTMENT LIFE COMMITTEE AND TAKE APPROPRIATE ACTION.

APPROVE HOUSTON APARTMENT ASSOCIATION PROPOSAL AT \$0.20 PER UNIT FOR DISTRICT WIDE RCR IMPLEMENTATION - \$24,000 FOR FY 2011.

APPROVE EXPANDED "AFTER SCHOOL BUS SERVICE" PROGRAM – EXPANSION TO INCLUDE YMCA AND INDIA HOUSE - \$32,000 FOR FY 2011.

Mr. Hawes reported to the Board that staff is working with the Houston Apartment Association (HAA) to revise and enhance the Apartment Stimulus Plan and that details are included in the Board agenda materials. Mr. Rodriguez noted that the proposed new partnership initiatives include District sponsorship of the cost of Residential Credit Reporting (RCR) screening for apartment complexes District-wide and expansion of the after-school bus program. He said HAA will host meetings with apartment industry personnel for training on the use of the RCR system.

He said that the after-school bus program would expand to include more days of service and two new locations, the YMCA and India House. Mr. Rodriguez distributed a list of area apartment complexes indicating membership in HAA, dated March 15, 2011, hereby attached as Exhibit C. Mr. Hawes noted that the funds for these two programs are available in the FY 2011 budget. Chairman Mirwis suggested targeting children in middle school grades for the bus program. Upon a motion duly made by Director Goodlow and being seconded by Director Turnbo, the board voted unanimously to approve the Houston Apartment Association proposal at \$0.20 per unit for District-wide RCR implementation at a total cost of \$24,000 for FY 2011, and to approve an expanded "After School Bus Service" program expansion to include the YMCA and India House at a total cost of \$32,000 for FY 2011.

CONSIDER REPORT FROM MARKETING & PR COMMITTEE AND TAKE APPROPRIATE ACTION.

APPROVE EXPENDITURE OF UP TO \$5,000 FOR GRAPHIC DESIGN WORK ON THE WEBSITE, E-BLAST, AND ELECTRONIC NEWSLETTER TEMPLATES.

APPROVE EXPENDITURE OF UP TO \$1,000 FOR PROMOTION AND CEREMONY OF THE MARIAN PARK "SPLASH PAD" DEDICATION.

Ms. Larson reported to the board and indicated that minutes of the March 10, 2011 committee meeting are included in the board agenda materials. She said the committee recommends engaging the services of a professional marketing firm to complete an e-newsletter and e-blast templates and to assist with graphic design elements of the District's website. She said the committee also recommends supporting the dedication ceremony of the Marian Park "Splash Pad" scheduled for Saturday, April 2, 2011. She noted that funds for these initiatives are included in the FY 2011 budget. Additionally, Ms. Larson announced that Director Gaskamp has agreed to chair the committee. Upon a motion duly made by Director Gaskamp and being seconded by Director Okumus, the board voted unanimously to approve an expenditure of up to \$5,000 for graphic design work on the website, e-blast, and electronic newsletter templates and also to approve an expenditure of up to \$1,000 for promotion and ceremony of the Marian Park "Splash Pad" dedication.

CONSIDER REPORT AND ADOPT AMENDED BUDGET FOR FY 2011.

Mr. Hawes discussed the proposed amendments to the FY 2011 budget, noting that the amendments are included in the board agenda materials. He explained that the Public Safety and Security funds for the Hot Spot vehicle would be re-allocated into the budget categories of Targeted Apartment Marketing & Public Relations and Economic Development Projects. He noted that Planned Reserves would decrease. Upon a motion duly made by Director Goodlow and being seconded by Director Turnbo, the board voted unanimously to adopt the amended budget for FY 2011.

RECEIVE REPORT AND CONSIDER RECOMMENDATIONS FROM LATIMER & ASSOCIATES CONCERNING FUND RAISING EFFORTS FOR THE DISTRICT'S MASTER PARKS PLAN.

Mr. Hawes reported that there had been previous miscommunication with regards to the 501(c)(3) organization, and that the issues have now been resolved. No action was taken.

RECEIVE LEGISLATIVE UPDATE CONCERNING THE ANNEXATION OF WESTBURY AND BRAEBURN COMMUNITIES INTO THE DISTRICT.

Mr. Hawes reported that bills have been filed in both the Texas House and Senate to authorize annexation of the Westbury and Braeburn communities into the District. He distributed letters from Houston Mayor Annise Parker in support of the legislation that were sent to State Representatives Borris Miles and Alma Allen and to State Senator Rodney Ellis, dated March 4, 2011, hereby attached as exhibits D-1, D-2 and D-3. No action was taken.

RECEIVE EXECUTIVE DIRECTOR'S MONTHLY REPORT ON ACTION INITIATIVES IN SUPPORT OF THE DISTRICT'S SERVICE PLAN.

No report was given.

ENTER EXECUTIVE SESSION PURSUANT TO CHAPTER 551, SUBCHAPTER D, SECTION .072, TEXAS GOVERNMENT CODE, TO DELIBERATE THE PURCHASE, EXCHANGE, LEASE OR VALUE OF REAL PROPERTY.

There was no Executive Session.

RESUME PUBLIC SESSION; CONSIDER AND TAKE APPROPRIATE ACTION WITH REGARD TO LAND ACQUISITIONS IN SUPPORT OF THE DISTRICT'S GREENS SPACE AND PARKS CONCEPT.

Mr. Hawes distributed an "Option and Access Agreement" for the property located at 7600 W. Airport, dated March 15, 2011, hereby attached as Exhibit E. He said the purchase price of the property would be \$263,880.31, with the District assuming the bank note on the property. He recommended that the board accept the agreement contingent on receiving bank approval. Upon a motion duly made by Director Gaskamp and being seconded by Director Goodlow, the board voted unanimously to approve an Option and Access Agreement with property owner Mary Quinn regarding the property located at 7600 W. Airport, contingent on bank approval.

Director Gaskamp said that the Texas Commission on Environmental Quality (TCEQ) plans to conduct a public meeting to consider a request by the Ruffino Hills municipal solid waste transfer station for an amended permit to significantly increase the permitted daily maximum disposal rate and to extend its daily hours of operation. She encouraged the public to attend the meeting, which will take place on Thursday, March, 24, 2011 at 7:00 p.m. at the Holiday Inn Southwest Houston, 11160 Southwest Freeway, Houston, TX, 77031. She distributed a TCEQ Notice of Public Meeting for Ruffino Hills Transfer Station, dated February 24, 2011, hereby attached as Exhibit F-1, and a Glenshire Residents Public Meeting Notice, dated March 15, 2011, hereby attached as Exhibit F-2. No action was taken.

Mr. Hawes mentioned that there has been a dramatic decrease in several types of crimes within the District between January, 2010 and January, 2011. He said there is forward movement on the TIRZ. No action was taken.

ADJOURN.

With no further business, the meeting adjourned at 1:30 p.m.

Secretary

(SEAL)

Lists of Exhibits:

- Exhibit A: "US 90A/Southwest Rail Corridor Environmental Impact Statement Scoping Information Package," dated January 10, 2011, METRO
- Exhibit B: "Brays Oaks Management District Briefing," PowerPoint presentation, dated March 15, 2011, METRO
- Exhibit C: "List of area apartment complexes indicating membership in Houston Apartment Association," dated March 15, 2011
- Exhibit D-1: Letter from Houston Mayor Annise Parker to State Representative Borris Miles dated March 4, 2011
- Exhibit D-2: Letter from Houston Mayor Annise Parker to State Senator Rodney Ellis, dated March 4, 2011
- Exhibit D-3: Letter from Houston Mayor Annise Parker to State Representative Alma Allen, dated March 4, 2011
- Exhibit E: "Option and Access Agreement" for the property located at 7600 W. Airport, dated March 15, 2011
- Exhibit F-1: "Texas Commission on Environmental Quality Notice of Public Meeting for Ruffino Hills Transfer Station," dated February 24, 2011
- Exhibit F-2: "Glenshire Residents Public Meeting Notice," dated March 15, 2011