

Notice of Meeting

Galveston Island Redevelopment Authority (RDA)

Galveston Housing Finance Corporation (GHFC)

Galveston Property Finance Authority (GPFA)

Tuesday - May 10, 2022 - 10:00 a.m.

City Hall - Room 204

823 Rosenberg, Galveston, Tx

409.797.3510

Agenda

1. Declaration Of A Quorum And Call Meeting To Order
2. Roll Call
3. Conflicts Of Interest
4. Public Comments (Limited To Three Minutes Each)
5. Consider For Approval Minutes Of The April 12, 2022 Meeting

Documents:

[_04122022-4288.PDF](#)

6. TIRZ 13
 - a. Discuss and Consider Tax Increment payment for TIRZ 13 in the amount of \$785,000

Documents:

[TIRZ 13 MEETING MINUTES_MAY 6 2022.PDF](#)

7. Discuss And Consider Payment Of Invoices
 - a. TIRZ 13
 - b. RDA
 - c. GHFC/GPFA

Documents:

[TIRZ 13_INVOICES TO BE PAID 5.6.2022.PDF](#)
[GHFC 2020 BILLING STATEMENTS FROM 6.1.2021 TO 3.31.22.PDF](#)
[GHFC 2022 BILLING STATEMENTS FROM 12.1.2021 TO 3.31.22.PDF](#)
[CGPFA 2020 BILLING STATEMENTS FROM 11.1.2021 TO 3.31.22.PDF](#)
[CGPFA 2022 BILLING STATEMENTS FROM 12.1.2021 TO 3.31.22.PDF](#)

8. Discussion And Presentations From Guest Speakers
 - a. City of Galveston, Grants & Housing Dept (Alice Law) – 10 min

b. City of Galveston, Planning Dept (Catherine Gorman) – 20-30 min

9. Discuss And Receive Updated Demographic Profile For Galveston (M. Hay)

10. Future Agenda Items

11. Adjournment

I certify that the above Notice of Meeting was posted in a place convenient to the public in compliance with Chapter 551 of the Texas Government Code on May 6, 2022 at 3:00 P.M.

Janelle Williams

Janelle Williams, City Secretary

*City Council Members may be attending and participating in the discussions

IN ACCORDANCE WITH THE PROVISIONS OF THE AMERICANS WITH DISABILITIES ACT (ADA), PERSONS IN NEED OF A SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHALL, WITHIN THREE (3) DAYS PRIOR TO ANY PROCEEDING, CONTACT THE CITY SECRETARY'S OFFICE, SUITE 201, 823 ROSENBERG, GALVESTON, TEXAS 77550 (409-797-3510).

**Galveston Island Redevelopment Authority (RDA)
Galveston Housing Finance Corporation (GHFC)
Galveston Property Finance Authority (GPFA)
Regular Meeting - April 12, 2022**

4/12/2022 - Minutes

1. Declaration Of A Quorum And Call Meeting To Order

President Patricia Bolton-Legg declared a quorum and called the meeting to order at 10:00 a.m.

2. Roll Call

Present: Patricia Bolton-Legg, Mark McKenna, Leon Phillips, Chris Robb, John Lightfoot, Maureen McCutchen, and Sam Dell'Olio.

3. Conflicts Of Interest

None.

4. Public Comments (Limited To Three Minutes Each)

Mayor Craig Brown, on behalf of the City Council , thanked everyone for their service on this committee.

5. Consider For Approval Minutes Of The March 22, 2022 Meeting

Chris Robb made a motion to approve the March 22, 2022 minutes, with Joh Lightfoot seconding the motion. Unanimously approved.

6. President's Report

Patricia Bolton-Legg discussed with the board a report on the Texas Association of Community Development Corporation Conference, including: bridging different organizations together like the arts, creating cultural communities within the city to celebrate cultures within the area, and resources for funding including grants to build houses and pay for art. Economic Development Coordinator Michele Hay will be reaching out to the Arts & Historic Committee to gather information on possible funding. Mark McKenna shared photos of container homes that he found doing some research on tiny homes as an example of what can be done at a future date.

7. Discuss Redevelopment Ecosystem Topics

Attorney Robert Bastien discussed with the board the policy for acquiring property through the Sheriff's Sale.

Patricia Bolton-Legg made a motion appointing Maureen McCutchen and John Lightfoot to oversee the tax foreclosure sales and authorizing them to purchase properties on behalf of the board, with Chris Robb seconding the motion. Unanimously approved.

The board discussed items related to redevelopment, including: lot size requirements, acquiring buildable properties, building multiple houses at one time, buying non-buildable and possibly sell to adjoining property owners to get back on the tax roll.

8. Financial Background

a. Galveston Housing Finance Corporation (GHFC) - Sam Dell'Olio discussed with the board background information on homes that were built at 37th Street and Winnie.

b. Galveston Property Finance Authority (GPFA)

9. Discuss And Consider Approval Of Invoices

a. TIRZ 13

b. RDA

c. GHFC/GPFA

10. Request Future Agenda Items

Meetings on May 10th and May 11th - Presentations from entities during the board's information gathering stage - Vision Galveston, City of Galveston Grants and Housing Department, Mark Ciavaglia, Ministries, City of Galveston Planning Department, Arts & Historic Preservation Advisory Board.

Next meeting - set prices for property purchases, hire a bookkeeper for GHFC/GPFA.

11. Adjournment

The meeting was adjourned at 11:27 a.m.

TAX INCREMENT ZONE 13

FRIDAY, MAY6, 2022 9:00 AM

1625 East Beach Drive, Suite 200, Galveston Texas, 77550

Minutes of the meeting

Notice of the meeting was posted at 1625 East Beach Drive. The agenda and invoices were distributed to the board members prior to the meeting and extra copies were available at the meeting.

1.Roll Call: Roll Call was done at 9:10 am

The following were in attendance:

Tofigh Shirazi Chairman of the Board, in person

Sally Greer: director, in person

Don Norden: director, by phone

Allen Howard: director, in person

Ryan Kirk Patrick: director, in person

There was a quorum.

Don Glywasky the city attorney was also in attendance

2. Chairman Report

Chairman requested to move the developer report to the end of the meeting.

3.Discuss and act regarding the distribution of increment funds in the amount of \$785,000 to

TIRZ 13 Developer's Bank (TEXAS CITIZENS Bank, B1 Bank).

Tofigh Shirazi discussed the payment of the increment and asked for the vote.

Ryan Kirkpatrick made the motion; Sally Greer seconded the motion and the motion was approved and passed by a unanimous vote.

4. Discuss and act regarding the distribution of Future increment funds to be received in September or October of 2022.

The chairman explained that the residual of the increments will become available in September or October of 2022 and board may not meet again in 2022. Allen Howard made the motion to approve the distribution of the future residual increment coming in September or October to the Developer's bank without a need to meet again. Ryan Kirkpatrick Seconded the motion and motion was passed by a unanimous vote.

5. Discuss and act regarding TIRZ 13 Invoices;

The Chairman discussed the invoices from Ham, Langston & Brazina, LLP which was sent by Ann Masel for bookkeeping and prior meetings. Director Kirkpatrick questioned why some of the invoices

were left unpaid being 60-90 days old. Shirazi explained that the payments are made only when the board meets and authorizes the payments.

Sally Greer made a motion to approve and the pay invoices. Allen Howard seconded, and motion was passed.

2. Developer Report.

Chairman provided a report about the status of development and number of homes under construction and pending start of construction. Chairman also discussed the status of the large hotel to be built at the eastern boundary of the zone. Chairman discussed the recent meetings with a group of the architects and hotel group initiating certain changes requested by the hotel group. The status of East Beach was also discussed.

6. Public input. There was no public input.

The status of proposed property appraised values were discussed. Chairman noted that some of the property values increased by 2,000% (20 times) without any change in their status or sales comparison. Don Glywasky informed the board that increased in the property values are coming from the appraisal district and not the city.

7. Future agenda Items; None

8. Adjourn

Chairman asked if there was any agenda items or questions. None were brought up. Chairman made a motion to adjourn. Don Norden seconded the motion, and the motion was passed by unanimous vote.



Ham, Langston
& Brezina, L.L.P.
CPAs and Advisors

11550 Fuqua St., Ste 475
Houston, TX 77034
281-481-1040 Main

www.hlb-cpa.com

TIRZ 13
1011 Tremont
Galveston, TX 77550

Invoice No. 55497
Date 5/2/2022
Client No. G8923.

Amount due is payable upon receipt of invoice. Thank you for keeping your account current.
Please include your Client # G8923. and Invoice #55497 on your check.

TIRZ 13

02/24/2022 Bookkeeping Worked on Financials	Huffman, Marcus	0.25	\$27.50
02/24/2022 Bookkeeping Prepared Deposit and took to bank	Huffman, Marcus	0.50	\$55.00
03/04/2022 Bookkeeping Reprinted Financials	Huffman, Marcus	0.50	\$55.00
03/17/2022 Bookkeeping Entered and Reconciled Bank Statements October 2021- February 22 and Printed Financials	Huffman, Marcus	1.25	\$137.50
03/18/2022 Bookkeeping Revised Financials	Huffman, Marcus	0.25	\$27.50
04/19/2022 Bookkeeping Worked on Financials	Huffman, Marcus	0.50	\$55.00
04/29/2022 Bookkeeping Sent out email for TIRZ Meeting	Huffman, Marcus	0.25	\$27.50
05/02/2022 Bookkeeping meeting planning and agenda	Masel, Ann	2.25	\$843.75

Invoice Total: \$1,228.75

Statement of Open Accounts Receivable

<u>Invoice</u>	<u>Date</u>	<u>Description</u>	<u>Charge</u>	<u>Credit</u>	<u>Balance</u>
		Balance forward as of 04/02/2022			\$1,163.75
55497	05/02/2022	Invoice	\$1,228.75		<u>\$2,392.50</u>
		Current Amount Due			<u>\$2,392.50</u>

Ham, Langston & Brezina, L.L.P.

TIRZ 13

Invoice No. 55497

Page 2

Accounts Receivable Aging

<u>Current</u>	<u>31 - 60 Days</u>	<u>61 - 90 Days</u>	<u>91 - 120 Days</u>	<u>Over 120 Days</u>	<u>Balance</u>
\$1,228.75	\$0.00	\$1,163.75	\$0.00	\$0.00	\$2,392.50

Robert E. Bastien
Tramonte, Tramonte & Bastien, P. C.
1605 23rd Street
Galveston, TX 77550

April 14, 2022

Invoice submitted to:

GHFC
1605 23rd Street
Galveston, TX 77550

2020-10

Period ending 3/31/2022
In Reference To: General - 2020

	<u>Amount</u>
Previous balance	\$450.00
Balance due	450.00

Robert E. Bastien
Tramonte, Tramonte & Bastien, P. C.
1605 23rd Street
Galveston, TX 77550

March 7, 2022

Invoice submitted to:

GHFC
1605 23rd Street
Galveston, TX 77550

2020-10

Period ending 2/28/2022
In Reference To: General - 2020

	<u>Amount</u>
Previous balance	\$450.00
Balance due	<u>\$450.00</u>

Robert E. Bastien
Tramonte, Tramonte & Bastien, P. C.
1605 23rd Street
Galveston, TX 77550

February 3, 2022

Invoice submitted to:

GHFC
1605 23rd Street
Galveston, TX 77550

2020-10

Period ending 1/31/2022
In Reference To: General - 2020
Invoice #14921

	<u>Amount</u>
Previous balance	\$450.00
Balance due	\$450.00

Robert E. Bastien
Tramonte, Tramonte & Bastien, P. C.
1605 23rd Street
Galveston, TX 77550

January 7, 2022

Invoice submitted to:

GHFC
1605 23rd Street
Galveston, TX 77550

2020-10

Period ending
In Reference To: General - 2020
Invoice #14890

Professional Services

Hours

12/1/2021	REB	Received e-mail from P. Bolton-Legg; Composed e-mail to attorney B. Nekritz regarding Village By The Sea bonds; Requested assistant to scan Invoice and attach; sent e-mail	0.15
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Amount

For professional services rendered	0.15	\$30.00
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Previous balance		\$420.00
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Balance due		\$450.00
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Robert E. Bastien

Tramonte, Tramonte & Bastien, P. C.
1605 23rd Street
Galveston, TX 77550

December 6, 2021

Invoice submitted to:

GHFC

2020-10

1605 23rd Street
Galveston, TX 77550

Period ending 11/30/2021

In Reference To: General - 2020

Invoice #14857

Professional Services

		<u>Hours</u>
11/18/2021	REB Received e-mail from P. Bolton-Legg, sent reply e-mail; forwarded e-mail for printing of attachments; Reviewed attachments	0.25
11/24/2021	REB Tried to return call from attorney Barry Nekritz regarding Village By The Sea bonds	0.25
	REB Composed and sent e-mail to P. Bolton-Legg	0.15
11/29/2021	REB Reviewed part of Village By The Sea file; Conferred by phone with attorney Barry Nekritz; Sent e-mail to P. Bolton-Legg	0.55
11/30/2021	REB Village By The Sea: Conferred by phone with attorney B. Nekritz; Sent e-mail to P. Bolton-Legg	0.10
	REB Village By The Sea: Prepared Invoice for Issuer's Fee; Reviewed drafts	0.25
	REB Village By The Sea: Composed e-mail to P. Bolton-Legg; directed assistant to attach Invoice; sent e-mail	0.05

	<u>Amount</u>
For professional services rendered	1.60 \$320.00
Previous balance	\$100.00
Balance due	\$420.00

Robert E. Bastien

Tramonte, Tramonte & Bastien, P. C.
1605 23rd Street
Galveston, TX 77550

November 5, 2021

Invoice submitted to:

GHFC
1605 23rd Street
Galveston, TX 77550

2020-10

Period ending 10/31/2021
In Reference To: General - 2020
Invoice #14828

Professional Services

10/22/2021 REB Received Village By the Sea check; e-mailed P. Belton-Legg

Hours

0.05

Amount

For professional services rendered

0.05

\$10.00

Previous balance

\$90.00

Balance due

\$100.00

Robert E. Bastien

Tramonte, Tramonte & Bastien, P. C.
1605 23rd Street
Galveston, TX 77550

September 22, 2021

Invoice submitted to:

GHFC
1605 23rd Street
Galveston, TX 77550

2020-10

Period ending 8/31/2021
In Reference To: General - 2020
Invoice #14773

Professional Services

			<u>Hours</u>
8/31/2021	REB	Reviewed Records request from Daily News Reports; assigned search to assistant; Review preliminary report	0.35
			<u>Amount</u>
For professional services rendered			0.35 \$70.00
Previous balance			\$20.00
Balance due			<u>\$90.00</u>

Robert E. Bastien

Tramonte, Tramonte & Bastien, P. C.
1605 23rd Street
Galveston, TX 77550

September 3, 2021

Invoice submitted to:

GHFC

2020-10

1605 23rd Street
Galveston, TX 77550

Period ending 7/31/2021

In Reference To: General - 2020

	<u>Amount</u>
Previous balance	\$20.00
 Balance due	 \$20.00

Robert E. Bastien
Tramonte, Tramonte & Bastien, P. C.
1605 23rd Street
Galveston, TX 77550

August 1, 2021

Invoice submitted to:

GHFC
1605 23rd Street
Galveston, TX 77550

2020-10

Period ending 6/30/2021
In Reference To: General - 2020
Invoice #14718

Professional Services

		<u>Hours</u>
6/2/2021 REB	Received e-mail from City Secretary regarding PIA request; sent response e-mail to City Secretary and P. Bolton-Legg.	0.10
		<u>Amount</u>
For professional services rendered	0.10	\$20.00
Previous balance		\$2,220.00
Accounts receivable transactions		
4/28/2021 Payment - Thank You		(\$2,220.00)
Total payments and adjustments		(\$2,220.00)
Balance due		<u>\$20.00</u>

Robert E. Bastien

Tramonte, Tramonte & Bastien, P. C.
1605 23rd Street
Galveston, TX 77550

April 14, 2022

Invoice submitted to:

GHFC

2022-14

c/o Michele Hay
Economic Development Coordinator
3015 Market St
Galveston, TX 77550

Period ending 3/31/2022

In Reference To: General: 2022

Invoice #15009

Professional Services

		<u>Hours</u>
3/15/2022	REB Received e-mail from P. Bolton-Legg and replied; Updated draft of Memorandum to Board	0.25
3/16/2022	REB Received e-mail from P. Bolton-Legg ; Reviewed Memorandum draft and made technical corrections, conferred with assistant regarding transmission; Composed cover e-mail to M. Hay; reviewed draft (final); Directed assistant to attach to e-mail; sent e-maild	0.25
3/18/2022	REB Received e-mails from M. Hay and replied; Sent e-mail to Janelle Williams; Received and reviewed Agenda and attachments	0.35
3/21/2022	REB Prepared for Board Meeting on 3/22	0.15
3/22/2022	REB Attended Board meeting at City Hall	0.75

	<u>Amount</u>
For professional services rendered	1.75 \$350.00
Previous balance	\$921.00
Balance due	\$1,271.00

Robert E. Bastien

Tramonte, Tramonte & Bastien, P. C.
1605 23rd Street
Galveston, TX 77550

March 7, 2022

Invoice submitted to:

GHFC
1605 23rd Street
Galveston, TX 77550

2022-14

Period ending 2/28/2022
In Reference To: General: 2022

	<u>Amount</u>
Previous balance	\$921.00
 Balance due	 \$921.00

Robert E. Bastien

Tramonte, Tramonte & Bastien, P. C.
1605 23rd Street
Galveston, TX 77550

February 8, 2022

Invoice submitted to:

GHFC
1605 23rd Street
Galveston, TX 77550

2022-14

Period ending 1/31/2022
In Reference To: General: 2022
Invoice #15008

Professional Services

		<u>Hours</u>
1/3/2022	REB Reviewed and revised drafts of portions of Memorandum	0.20
1/4/2022	REB Re-drafted portion of Memorandum draft; Review drafts to final draft; Composed e-mail to P. Bolton-Legg and S. Dell'olio; Directed legal assistant to attach Memo to e-mail	0.25
1/5/2022	REB Prepared and filed 2021 HFC Report	0.15
1/6/2022	REB Called Attorney General's office and left voice message; Received call from Attorney General's office	0.10
1/7/2022	REB Sent e-mail to Assistant city Attorney; forwarded new Restated Certificate of Formation to assistant for inclusions in packet to Board	0.05
1/9/2022	REB Sent e-mail to Assistant city Attorney; forwarded new Restated Sent e-mail to P. Bolton-Legg and S. Dell'olio	0.05
1/10/2022	REB Revised draft of Memorandum; Received e-mails from S. Dill'olio and P. Bolton-Legg; replied	0.20
	REB Sent e-mail to P. Bolton-Legg and received reply	0.05
For professional services rendered		<u>1.05</u> \$210.00

Additional Charges :

1/1/2022	Web Inquiry for 12/24	\$1.00
Total additional charges		<u>\$1.00</u>

	<u>Amount</u>
Total amount of this bill	\$211.00
Previous balance	\$710.00
Balance due	<u><u>\$921.00</u></u>

Robert E. Bastien

Tramonte, Tramonte & Bastien, P. C.
1605 23rd Street
Galveston, TX 77550

January 11, 2022

Invoice submitted to:

GHFC
1605 23rd Street
Galveston, TX 77550

2022-14

Period ending 12/31/2021
In Reference To: General: 2022
Invoice #15007

Professional Services

		<u>Hours</u>
12/22/2021	REB Meeting with Board President	0.50
12/23/2021	REB E-mailed city Secretary for contact information; located prior Memorandum for review	0.10
	REB Reviewed and revised July 2020 Memorandum to Board	0.75
12/25/2021	REB Located draft of B. West's Restated Certificate of Formation and forwarded to assistant with instructions	0.10
	REB Located e-mails regarding proposal for modification of By-Laws regarding meetings and forwarded modification to assistant with instructions	0.10
12/26/2021	REB Received and responded to e-mail from prior Board Secretary	0.05
12/27/2021	REB Conferred with assistant regarding preparation of new copies of Articles of Incorporation, By-Laws and Restated Certificate of Formation	0.10
	REB Additional drafting of Memorandum	1.30
12/28/2021	REB Reviewed draft of Memorandum	0.25
12/29/2021	REB Set-up for Zoom meeting and brief conference; Zoom meeting with M. Hay, D. Buckley, P. Bolton-Legg and S. Dell'olio	0.60
	REB Reviewed and revised draft of Memorandum to Board	0.40
12/30/2021	REB Reviewed and updated prior legal research regarding Land Trust and Land Banks	0.20
	REB Drafted portion of Memo regarding Land Trusts and Land Banks, reviewed draft	0.30
	REB Reviewed draft of Memo; Composed cover e-mail, directed assistant to attach Memo; sent e-mail	0.05

	<u>Hours</u>	
12/31/2021 REB Reviewed portions of draft regarding Land Bank	0.05	
		<u>Amount</u>
For professional services rendered	4.85	\$970.00
Accounts receivable transactions		
12/30/2021 Credit Adjustment: 1/2 of Memorandum drafting 12/23, 12/27, 12/28, 12/30 (1.3 hrs)		(\$260.00)
Total payments and adjustments		(\$260.00)
Balance due		<u><u>\$710.00</u></u>

Robert E. Bastien
Tramonte, Tramonte & Bastien, P. C.
1605 23rd Street
Galveston, TX 77550

April 14, 2022

Invoice submitted to:

City of Galveston Property Finance Authority, Inc.
1605 23rd Street
Galveston, TX 77550

2013

Period ending 3/31/2022
In Reference To: General 2020

	<u>Amount</u>
Previous balance	\$50.00
Balance due	\$50.00

Robert E. Bastien

Tramonte, Tramonte & Bastien, P. C.
1605 23rd Street
Galveston, TX 77550

March 7, 2022

Invoice submitted to:

City of Galveston Property Finance Authority, Inc.
1605 23rd Street
Galveston, TX 77550

2013

Period ending 2/28/2022
In Reference To: General 2020

	<u>Amount</u>
Previous balance	\$50.00
 Balance due	 <u><u>\$50.00</u></u>

Robert E. Bastien
Tramonte, Tramonte & Bastien, P. C.
1605 23rd Street
Galveston, TX 77550

February 8, 2022

Invoice submitted to:

City of Galveston Property Finance Authority, Inc.
1605 23rd Street
Galveston, TX 77550

2013

Period ending 1/31/2022
In Reference To: General 2020

	<u>Amount</u>
Previous balance	\$50.00
 Balance due	 <u><u>\$50.00</u></u>

Robert E. Bastien

Tramonte, Tramonte & Bastien, P. C.
1605 23rd Street
Galveston, TX 77550

January 11, 2022

Invoice submitted to:

City of Galveston Property Finance Authority, Inc.
1605 23rd Street
Galveston, TX 77550

2013

Period ending 12/31/2021
In Reference To: General 2020

	<u>Amount</u>
Previous balance	\$50.00
Balance due	<u>\$50.00</u>

Robert E. Bastien

Tramonte, Tramonte & Bastien, P. C.
1605 23rd Street
Galveston, TX 77550

December 6, 2021

Invoice submitted to:

City of Galveston Property Finance Authority, Inc.
1605 23rd Street
Galveston, TX 77550

2013

Period ending 11/30/2021
In Reference To: General
Invoice #14850

Professional Services

	<u>Hours</u>	
11/18/2021 REB Received e-mail from P. Bolton-Legg, sent reply e-mail; forwarded e-mail for printing of attachments; Reviewed attachments	0.25	
		<u>Amount</u>
For professional services rendered	0.25	\$50.00
Balance due		<u><u>\$50.00</u></u>

Robert E. Bastien

Tramonte, Tramonte & Bastien, P. C.
1605 23rd Street
Galveston, TX 77550

April 14, 2022

Invoice submitted to:

City of Galveston Property Finance Authority, Inc.

2022-09

c/o Michele Hay
Economic Development Coordinator
3015 Market St
Galveston, TX 77550

Period ending 3/31/2022

In Reference To: General:2022

Invoice #15006

Professional Services

		<u>Hours</u>
3/15/2022	REB Received e-mail from P. Bolton-Legg and replied; Updated draft of Memorandum to Board	0.25
3/16/2022	REB Received e-mail from P. Bolton-Legg ; Reviewed Memorandum draft and made technical corrections, conferred with assistant regarding transmission; Composed cover e-mail to M. Hay; Reviewed draft (final); Directed assistant to attach to e-mail; sent e-mail	0.25
3/18/2022	REB Received e-mail from P. Bolton-Legg ; Reviewed Memorandum draft and made technical corrections, conferred with assistant regarding transmission; Composed cover e-mail to M. Hay; Reviewed e-mails from M. Hay and replied; Sent e-mail to Janelle Williams; Received and reviewed Agenda and attachments	0.35
3/21/2022	REB Prepared for Board Meeting on 3/22	0.15
3/22/2022	REB Attended Board meeting at City Hall	0.75

	<u>Amount</u>
For professional services rendered	1.75 \$350.00
Previous balance	\$791.00

Balance due

\$1,141.00

Robert E. Bastien

Tramonte, Tramonte & Bastien, P. C.
1605 23rd Street
Galveston, TX 77550

March 7, 2022

Invoice submitted to:

City of Galveston Property Finance Authority, Inc.
1605 23rd Street
Galveston, TX 77550

2022-09

Period ending 2/28/2022
In Reference To: General:2022

	<u>Amount</u>
Previous balance	\$791.00
 Balance due	 \$791.00

Robert E. Bastien

Tramonte, Tramonte & Bastien, P. C.
1605 23rd Street
Galveston, TX 77550

February 8, 2022

Invoice submitted to:

City of Galveston Property Finance Authority, Inc.
1605 23rd Street
Galveston, TX 77550

2022-09

Period ending 1/31/2022
In Reference To: General:2022
Invoice #15005

Professional Services

		<u>Hours</u>
1/3/2022	REB Reviewed and revised drafts of portions of Memorandum	0.15
	REB Re-drafted portion of Memorandum draft; Review drafts to final draft; Composed e-mail to P. Bolton-Legg and S. Dell'olio; Directed legal assistant to attach Memo to e-mail	0.25
1/6/2022	REB Called Attorney General's office and left voice message; Received call from Attorney General's office	0.10
1/7/2022	REB Sent e-mail to Assistant City Attorney; forwarded new Restated Certificate of Formation to assistant for inclusions in packet to Board	0.05
1/9/2022	REB Sent e-mail to P. Bolton-Legg and S. Dell'olio	0.05
1/10/2022	REB Revised draft of Memorandum; Received e-mails from S. Dell'olio and P. Bolton-Legg; replied	0.15
	REB Sent e-mail to P. Bolton-Legg and received reply	0.05

For professional services rendered

0.80 \$160.00

Additional Charges :

1/1/2022 Web Inquiry for 12/24 \$1.00

Total additional charges

\$1.00

Total amount of this bill

\$161.00

Previous balance

\$630.00

Balance due

Amount

\$791.00

Robert E. Bastien

Tramonte, Tramonte & Bastien, P. C.
1605 23rd Street
Galveston, TX 77550

January 11, 2022

Invoice submitted to:

City of Galveston Property Finance Authority, Inc.
1605 23rd Street
Galveston, TX 77550

2022-09

Period ending 12/31/2021
In Reference To: General:2022
Invoice #15004

Professional Services

		<u>Hours</u>
12/22/2021	REB Meeting with Board President	0.50
12/23/2021	REB E-mailed City Secretary for contact information; located prior Memorandum for review	0.10
	REB Reviewed and revised July 2020 Memorandum to Board	0.75
12/25/2021	REB Located draft of B. West's Restated Certificate of Formation and forwarded to assistant with instructions	0.10
	REB Located e-mails regarding proposal for modification of By-Laws regarding meetings and forwarded modification to assistant with instructions	0.10
12/26/2021	REB Received and responded to e-mail from prior Board Secretary	0.05
12/27/2021	REB Conferred with assistant regarding preparation of new copies of Articles of Incorporation, By-Laws and Restated Certificate of Formation	0.10
	REB Additional drafting of Memorandum	1.00
12/28/2021	REB Reviewed draft of Memorandum	0.25
12/29/2021	REB Set-up for Zoom meeting and brief conference; Zoom meeting with M. Hay, D. Buckley, P. Bolton-Legg and S. Dell'olio	0.60
	REB Reviewed and revised draft of Memorandum to Board	0.40
12/30/2021	REB Drafted portion of Memo regarding Land Trusts and Land Banks; reviewed draft	0.20
	REB Reviewed and updated prior legal research regarding Land Trusts and Land Banks	0.20
	REB Reviewed draft of Memo; Composed cover e-mail, directed assistant to attach Memo; sent e-mail	0.05

	<u>Hours</u>	
12/31/2021 REB Reviewed portions of draft regarding Land Bank	0.05	
		<u>Amount</u>
For professional services rendered	4.45	\$890.00
Accounts receivable transactions		
12/30/2021 Credit Adjustment: 1/2 of Memorandum drafting 12/23, 12/27, 12/29, 12/30 (1.3 hrs)		(\$260.00)
Total payments and adjustments		(\$260.00)
Balance due		<u><u>\$630.00</u></u>