

**MINUTES OF REGULAR MEETING**  
**OF**  
**OLD SIXTH WARD REDEVELOPMENT AUTHORITY**

October 10, 2012

The Board of Directors (the “Board”) of Old Sixth Ward Redevelopment Authority (the “Authority”), convened in regular session, open to the public, on the 10th day of October 2012, and the roll was called of the duly constituted officers and members of the Board, to-wit:

Claude Anello	Chair
Steve Kirkland	Vice Chair
Larissa Lindsay	Secretary
Cynthia Card	Assistant Secretary
Patricia Garza	Director
Monica Savino	Director
Alice Valdez	Director
Ann Guercio	Director

and all of said persons were present except Director Kirkland, thus constituting a quorum.

Also present were: Clark Lord and Debbie Russell of Bracewell & Giuliani, LLP; Ralph De Leon and Lisa Johnson of the City of Houston; Melissa Morton of The Morton Accounting Services; and Blake McGregor of Edminster Hinshaw Russ & Associates (“EHRA”).

**DETERMINE QUORUM; CALL TO ORDER**

Director Anello noted that a quorum was present and called the meeting to order.

**OPTIONS FOR PARK IMPROVEMENTS AT MECA**

Ms. Johnson stated that she had inspected in the park area around MECA before the meeting. She discussed the possibility of adding timers to the lights around the building and motion detector lights on the gazebo. Ms. Johnson stated that she will prepare a list of suggestions to improve the area and aid in crime prevention. Mr. De Leon stated that the Authority might be able to get an agreement with the City for design construction. He also reported that the Houston Police Department drives by the area three times per day.

## **APPROVE MINUTES**

The Board considered approving the minutes of September 12, 2012. Following discussion, upon a motion made by Director Lindsay and seconded by Director Guercio, the Board voted unanimously to approve the minutes of September 12, 2012.

## **FINANCIAL REPORT**

Ms. Morton presented the financial report, including the profit and loss budget to actual, balance sheet, unpaid bills detail, general operating fund, and profit and loss detail reports. A copy of the financial report is attached to these minutes.

Following discussion on the financial report, upon a motion made by Director Lindsay and seconded by Director Guercio, the Board voted to approve the financial report, including the payment of invoices, unanimously.

## **ENGINEERING SERVICES, PLANS, WORK ORDERS AND CHANGE ORDERS RELATED TO INFRASTRUCTURE IMPROVEMENTS IN THE OLD SIXTH WARD**

Mr. McGregor presented the engineer's report, a copy of which is attached to these minutes.

### **Design, construction and installation of entry monument signage**

Mr. McGregor reported that Neon Electric Corporation ("NEC") should complete the signage installation in November. He then presented and recommended for payment Pay Request No. 2 from NEC in the amount of \$29,237.40.

Mr. McGregor next reported that five damaged concrete street markers will be change ordered into the current contract and that five more blank markers will be fabricated for future use. He then presented and recommended for approval Change Order No. 1 to the NEC contract.

Mr. McGregor also reported that NEC will install the commemoration plaque in the new park by the end of October.

After discussion, Director Guercio moved that the Board approve Pay Request No. 2 and Change Order No. 1 as presented. Director Savino seconded the motion and it carried by unanimous vote.

### **Substitute sanitary sewer service and sidewalk improvements Phase 2A**

Mr. McGregor reported that the project is complete and retainage was released to Millis Development & Construction.

Mr. McGregor next presented and recommended for payment Pay Request Nos. 4 and 5 to Tolunay and Wong in the amounts of \$636.00 and \$474.00.

After discussion, Director Guercio moved that the Board approve Pay Request Nos. 4 and 5 as presented. Director Savino seconded the motion and it passed by unanimous vote.

#### Connections from private sanitary sewers to the public sanitary sewers Phase 1B

Mr. McGregor next reported that the Interlocal Agreement with the City of Houston for construction of the private sanitary sewer connections to the public sanitary sewers in Phase 1B was approved by the City on September 19, 2012. He noted that the Notice to Proceed will be issued in mid-October. Mr. De Leon noted that the preconstruction condition of the property should be documented prior to commencing construction.

#### Connections from private sanitary sewers to the public sanitary sewers Phase 2B

Mr. McGregor then reported that EHRA has collected 70 Right of Entry forms from the 84 properties included in Phase 2B. He stated that a topographic survey has been conducted on each of the properties from which an executed form has been received. Mr. McGregor noted that they will continue to try and contact the remaining property owners.

#### CenterPoint Power Pole Evaluation

Mr. McGregor reported that EHRA is working with CenterPoint Energy to have an evaluation conducted of the power poles in the Authority to determine whether any of the poles are unsafe and should be repaired. He noted that if CenterPoint does not deem a pole to be unsafe, they will provide an estimate for straightening the pole.

### **ATTORNEY'S REPORT**

The Board discussed the acquisition of land in the Authority by prescriptive easement. Mr. Lord stated that under the current circumstances he does not believe that the Authority can prove prescriptive easement. The Board took no action on the matter.

### **PROJECTS REPORT**

#### Committee for Design of Decatur Park

The Board agreed to move forward with Dow Park and defer action on Decatur Park until further notice. Mr. De Leon reported that the Authority could enter into a master agreement for project design and construction with the City of Houston. He stated that Ms. Johnson could get some cost estimates for some of the projects that were discussed earlier.

After further discussion, Director Lindsay moved that the Board authorize the Projects Committee to take any necessary action to move the project forward at a cost not to exceed \$25,000. Director Card seconded the motion and it carried with a vote of six for the motion. Director Garza abstained from voting on the matter.

## Recommendations for Livable Study Proposals

Director Savino presented drawings of options for the bike trail that is being designed through the Authority. She stated that the high volume of traffic on Silver makes it less desirable for a bike trail and suggested the proposed trail be shifted to Hemphill even though it has only a 50 foot right-of-way. The Board noted that since work is already planned for Hemphill, that might be the better option for the trail. Director Savino stated that the sidewalk on one side of Hemphill could be eliminated to allow for the construction of the trail. The Board authorized Director Savino to submit the suggested change to the Livable Study Committee.

## **MECA'S REPORT**

Director Valdez reported on the Gala and the Dia De Los Muertos.

## Community Outreach Program

Director Anello reported that Elizabeth Brooks had updated the Authority's website with the names of the directors, Mr. De Leon and Mr. Lord.

## **EXECUTIVE SESSION**

There was no executive session for the month.

## **ITEMS FOR NEXT MEETING**

The Board discussed cancelling the December Board meeting, but authorized the Finance Committee to approve any invoices that require payment before the next meeting. The Board requested that an item be added to the agenda for the next meeting regarding the Community Outreach Program.

## **PUBLIC COMMENTS**

There were no comments from the public.

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Secretary

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