

MINUTES OF REGULAR MEETING
OF
OLD SIXTH WARD REDEVELOPMENT AUTHORITY

September 8, 2015

The Board of Directors (the “Board”) of Old Sixth Ward Redevelopment Authority (the “Authority”), convened in regular session, open to the public, on the 8th day of September 2015, and the roll was called of the duly constituted officers and members of the Board, to-wit:

Claude Anello	Chair
Jason Johnson	Vice Chair
Larissa Lindsay	Secretary
Cynthia Card	Assistant Secretary
Patricia Garza	Director
Monica Savino	Director
Alice Valdez	Director
Ann Guercio	Director
Chris Silkwood	Director

and all of said persons were present except Directors Anello, Johnson, Savino and Guercio, thus constituting a quorum.

Also present were: Melissa Morton of The Morton Associates; Clark Lord and Debbie Russell of Bracewell & Giuliani, LLP; Stockton Lord, a guest of Clark Lord; Alyssa Hill of Carr, Riggs and Ingram; and Blake McGregor of Edminster Hinshaw Russ & Associates (“EHRA”).

DETERMINE QUORUM; CALL TO ORDER

Upon a motion made by Director Valdez and seconded by Director Card, the Board voted unanimously to appoint Director Lindsay as Temporary Chair to preside over the meeting in the absence of the Chair. Director Lindsay noted that a quorum was present and called the meeting to order. She requested that the attendees introduce themselves.

APPROVE MINUTES

The Board considered approving the minutes of July 22, 2015. Director Card moved that the Board approve the minutes of July 22, 2015. Director Silkwood seconded the motion and it passed unanimously.

AUDIT REPORT FOR FISCAL YEAR ENDING JUNE 30, 2015

Ms. Hill reviewed the draft audit for the fiscal year ending June 30, 2015. She stated a clean opinion had been issued in connection with same. After discussion, Director Valdez moved that the Board approve the audit as presented and authorize the filing of same with the City. Director Silkwood seconded the motion and it carried unanimously.

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 Valdez and seconded by Director Card, the Board unanimously voted to approve the financial report, as presented, and the payment of invoices.

NEIGHBORHOOD MEETING

The Board discussed matters that came up at the last neighborhood meeting, but took no action on the matter.

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.

Entry Monument Disks and Concrete Street Signs

Mr. McGregor reported that Neon Electric Corporation ("NEC") will replace the summer discs with the fall discs by October 1, 2015.

Connections from Private Sanitary Sewers to the Public sewers – Phase 2B

Mr. McGregor stated that the Phase 2B sanitary sewer replacement has been put on hold until the interlocal agreement with the City has been amended.

Park for Humans and Dogs

Mr. McGregor presented bids for the landscape, gazebo and fence construction. He stated that the bid from Renfrow and Company for the gazebo was just in excess of the limit requiring the Authority to advertise for bids. The Board authorized Mr. McGregor to contact the bidder to see if he would submit a new bid that does not exceed the \$75,000 maximum. Upon a motion made by Director Card and seconded by Director Silkwood and based on the recommendation of the engineer, the Board voted

unanimously to award the contract for the Project to Renfrow and Company so long as the final bid does not exceed \$75,000.

Mr. McGregor then presented and recommended for approval a bid from Shahmoradi and Associates in the amount of \$71,604.00 for landscaping the Park for Humans and Dogs. Upon a motion made by Director Card and seconded by Director Silkwood, the Board voted to accept the bid from Shahmoradi and Associates. Director Garza abstained from voting on the matter.

Dow School Park

Mr. McGregor reported that he had submitted construction plans to Asakura Robinson (“AR”) for drainage, grading and the storm water pollution prevention plan to be included in the overall plan set. He stated that AR has submitted the 50% construction drawings to Houston Parks and Recreation Department for review on September 4, 2015.

Traffic Sign Replacement

Mr. McGregor then reported that the Authority’s attorney is working with Williams Architectural Signage Design and Consulting to finalize the contract for the traffic sign replacement.

Coordination with the Bayou Preservation Association (“BPA”) on Clean Water Act Grant

Mr. McGregor reported that BPA has received a Phase I Grant to demonstrate Low-Impact Development Technologies in Urban Street Right-of-Way in the Galveston Bay Watershed. He stated that Phase I includes Stakeholder Engagement and Preconstruction Monitoring. Mr. McGregor stated that he is working with BPA on behalf of the Authority on a preliminary plan to have the Authority be the Stakeholder for the project. He stated that BPA has chosen Hemphill as one of its project locations. Mr. McGregor stated that sampling and testing started in March. He noted that BPA plans for construction to commence in the winter of 2017 and the current plans for Hemphill will have to be revised accordingly to meet the anticipated construction start date.

General Engineering Services

Mr. McGregor presented work order no. 20 for the HAWK Pedestrian Crossing across Washington Avenue for the Board’s review and approval. After review and discussion, Director Silkwood moved that the Board approve work order no. 20 as presented. Director Card seconded the motion and it carried with a vote of four to one. Director Garza voted against the motion.

Mr. McGregor reported that he had conducted an investigation of the drainage issues for the resident at 1910 Kane Street and that it was determined that the sidewalk at that address was constructed higher than the private property. He stated that it is causing the water to pond up to two inches within the private property. Mr. McGregor stated that lowering the sidewalk should fix the drainage issue. He stated that he will conduct a

walkthrough of all the sidewalks within the Authority to determine if there are any other areas that need to be repaired and prepare a list of these findings. Mr. McGregor stated that if any major deficiencies are found then they could be repaired at the same time as the 1910 Kane Street repair.

PROJECTS REPORT

MECA Meeting Room

The Board next discussed the rehabilitation of the meeting room in MECA. Director Valdez stated that she needs to discuss the terms of the proposed lease with the Authority's attorney. The Board agreed to consider a lease for the room at the next meeting.

Community Outreach Program

There was no report for the month.

Boundary Expansion

Mr. Lord reported that nothing has changed since the last meeting. The Board deferred action on the matter.

Resolution Regarding Annual Review of Investment Policy

Mr. Lord presented the Resolution Regarding Annual Review of the Investment Policy and List of Broker/Dealers, a copy of which is attached to these minutes. He stated that the Authority is required to review its Investment Policy on an annual basis, but that no changes are necessary for the current year. Following discussion, upon a motion made by Director Silkwood and seconded by Director Card, the Board voted unanimously to approve the Resolution Regarding Annual Review of the Investment Policy and List of Broker/Dealers.

Disclosure Statement of Investment Officer and Bookkeeper

Mr. Lord next stated that the Board is also required annually to complete a disclosure statement of the investment officer and bookkeeper to note any conflicts with the investments of the Authority's funds. Following discussion, upon a motion made by Director Silkwood and seconded by Director Card, the Board voted unanimously to accept the annual disclosure statement of the bookkeeper and investment officer of the Authority, and authorize Bracewell & Giuliani LLP to file the statement with the Texas Ethics Commission. A copy of the annual disclosure statement of the bookkeeper and investment officer is attached to these minutes.

MECA'S REPORT

Director Valdez reported on the towing of cars parked around the building. She also reported on electrical upgrades needed in the building. She then requested that the Board give her recommendations for people/businesses that might be advertising for the Day of the Dead celebration.

EXECUTIVE SESSION

There was no executive session for the month.

ITEMS FOR NEXT MEETING

There were no items for the next meeting

PUBLIC COMMENTS

There were no comments from the public.

Secretary

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