

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

February 10, 2016

The Board of Directors (the “Board”) of Old Sixth Ward Redevelopment Authority (the “Authority”), convened in regular session, open to the public, on the 10<sup>th</sup> day of February 2016, 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
Alice Valdez	Director
Ann Guercio	Director
Chris Silkwood	Director

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

Also present were: Clark Lord and Debbie Russell of Bracewell & Giuliani, LLP; Griselda Gonzalez of Edminster Hinshaw Russ & Associates (“EHRA”) and Melissa Morton of The Morton Accounting Services.

**DETERMINE QUORUM; CALL TO ORDER**

Director Anello noted that a quorum was present and called the meeting to order. He requested that the attendees introduce themselves.

**APPROVE MINUTES**

The Board considered approving the minutes of December 9, 2015. Director Johnson moved that the Board approve the minutes of December 9, 2015. Director Guercio seconded the motion and it passed unanimously.

**FINANCIAL REPORT**

The Board reviewed 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.

Ms. Morton reported that the debt payment is due to the City of Houston in March and she presented a check in the amount of \$246,594 for same. Ms. Morton next presented invoices from Gold Construction for improvements to the meeting room in MECA.

Following discussion on the financial report, upon a motion made by Director Card and seconded by Director Valdez, the Board voted to approve the financial report, as presented, and the payment of invoices, including the debt payment to the City of Houston. Director Garza voted against the motion.

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

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

#### **Sabine Street Reconstruction**

Ms. Gonzalez reported that the contract for the reconstruction of Sabine Street will have to be re-bid at such time as the Authority can afford to proceed with the project.

#### **Entry Monument Disks and Concrete Street Signs**

Ms. Gonzalez reported that Neon Electric Corporation ("NEC") will replace the four damaged concrete street signs by the end of February.

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

Ms. Gonzalez 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**

Ms. Gonzalez presented and recommended for payment Pay Estimate No. 3 to Jerdon in the amount of \$27,412.20 and Pay Estimate No. 4 in the amount of \$17,917.38.

Ms. Gonzales then presented and recommended for payment Pay Estimate No. 1 to Shamoradi & Associates in the amount of \$30,171.51. She also presented and recommended for approval Change Order No. 2 in the amount \$5,182 to drill and pour six piers, Change Order No. 3 in the amount of \$1590 install 210 linear feet of French drain, a six inch brass drain and extend the pipe outside of the concrete area, and Change Order No. 4 in the amount of \$271 construction of an additional 46 square feet of sidewalk next to the street ramp. Director Anello stated that approval of Change Order No. 2 should be deferred until it is determined why the additional piers are needed.

Ms. Gonzalez reported that Centerpoint has confirmed that it will relocate the power poles in the park by mid-February. She also reported that the metalwork

construction has started, the fence is being fabricated and the gazebo foundation construction is underway.

Based on the recommendations of the Authority's engineer and upon a motion made by Director Johnson and seconded by Director Card, the Board voted unanimously to approve Pay Estimate Nos. 3 and 4 to Jerdon and Pay Estimate No. 1 and Change Order Nos. 3 and 4 to Shamoradi as presented.

#### Dow School Park

Ms. Gonzalez reported that the construction plans for the drainage, grading and storm water pollution prevention were submitted to Asakura Robinson ("AR") for inclusion in the overall plan set. She stated that AR submitted the 50% construction drawings to the City of Houston for review.

Ms. Gonzalez next reported that she had submitted and gained approval of the partial re-plat required by the City of Houston and noted that she would record same.

Director Valdez reported that some of the cacti and the masks from the other park will be relocated to Dow School Park.

#### Traffic Sign Replacement

Ms. Gonzalez then reported that Williams Architectural Signage Design and Consulting had met with the City, Blake McGregor and Director Anello to discuss the project and received guidance on what construction plans are required to perform the Traffic Sign Rehabilitation project. She stated that Williams is working on the plans and anticipates submitting to the City for review in two weeks. Director Anello stated that discussions are ongoing regarding the plan for replacement. After discussion, the Board agreed that a street by street replacement is the preferred method.

#### Coordination with the Bayou Preservation Association ("BPA") on Clean Water Act Grant

Ms. Gonzalez 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. She stated that Phase I includes Stakeholder Engagement and Preconstruction Monitoring. Ms. Gonzalez stated that she is working with BPA on behalf of the Authority on a preliminary plan to have the Authority be the Stakeholder for the project. She stated that BPA has chosen Hemphill as one of its project locations. Ms. Gonzalez stated that sampling and testing started in March. She 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

Ms. Gonzalez reported that warrant analysis on the HAWK Pedestrian Crossing was submitted to the City. She stated that once the analysis is approved by the City, she will start the design of the construction plans.

### Washington Avenue Sidewalk, Curb and METRO Bus Stop Improvements

Ms. Gonzalez had nothing new to report.

The Board discussed inviting Jon Deal to attend a meeting to update the Board on planned development in the area. Director Silkwood stated that she would contact Mr. Deal regarding same.

### **ATTORNEY'S REPORT**

#### MECA Meeting Room

The Board next discussed the rehabilitation of the meeting room in MECA and concerns regarding the short term lease proposed by MECA. Director Valdez stated that the auditor had recommended the term of the lease because of concerns about the tax exempt nature of the facility. Mr. Lord stated that he would contact the auditor to obtain more information about this issue.

#### Community Outreach Program

There was no report for the month.

#### Boundary Expansion

Mr. Lord reported that plans are to meet in the second quarter of 2016 to consider this matter. The Board deferred action on the matter.

#### Damage to Street Marker Monument

The Board discussed the status of the insurance claim for the damage to the street marker. Ms. Russell reminded the Board that the insurance company is waiting on an invoice from the engineer in order to pay the claim. Ms. Gonzalez stated that she would look into the matter.

### **MECA'S REPORT**

Director Valdez reported on activities at MECA. She reported on a concert to honor local mariachis.

### **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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**LIST OF ATTACHMENTS**

financial report ..... 1  
engineer's report ..... 2