

MINUTES OF REGULAR MEETING
OF
OLD SIXTH WARD REDEVELOPMENT AUTHORITY

November 14, 2018

The Board of Directors (the “Board”) of Old Sixth Ward Redevelopment Authority (the “Authority”), convened in regular session, open to the public, on the 14th day of November 2018, and the roll was called of the duly constituted officers and members of the Board, to-wit:

Claude Anello	Chair
Larissa Lindsay	Secretary
Cynthia Card	Assistant Secretary
Patricia Garza	Director
Alice Valdez	Director
Ann Guercio	Director

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

Also present were: Clark Lord and Debbie Russell of Bracewell LLP; Kyle Macy and Blake McGregor of Edminster Hinshaw Russ & Associates; Joel Alba and Gary Hill of the City of Houston; Androni Vossos of Vossos Landscape Designs; Cassandra Bacon of The Morton Accounting Services; Sherry Weesner of Principle Solutions; Danni Sabota of Sabota Writing & Communications; and Robin Blinn, Carly West, Paul Belt, Marci Dallas, Tracy Abbott, Paul Coonod and George Hinkal, residents in the Authority.

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 September 12, 2018. Director Lindsay moved that the Board approve the minutes of September 12, 2018. Director Guercio seconded the motion and it passed unanimously.

FINANCIAL REPORT

Ms. Bacon 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. Director Anello stated that he had inspected the gate work conducted by Renfrow and found it to be satisfactory. Director Card moved that the Board approve the financial report and

payment of the invoices with the exception of the pay requests to Millis Equipment, LLC. Director Anello seconded the motion and it carried 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.

Entry Monument Disks and Concrete Street Signs

Mr. McGregor had no update for the month.

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

Mr. McGregor stated that construction of the Phase 2B sanitary sewer replacement is approximately 95% complete.

Dow School Park

Mr. McGregor reported that he will begin bidding for the construction of the park on November 16, 2018.

Traffic Sign Replacement

Mr. McGregor reported that Williams Architectural Signage (“WAS”) plans to commence Phase 3 of the replacement in early December.

Coordination with Houston Advanced Research Center in Conjunction with the 2019 Clean Water Act

Mr. McGregor informed the Board that the Houston Advanced Research Center was not awarded the grant for Phase II: LID Site Demonstration for fiscal year 2019 Clean Water Act, Section 319(h).

Sawyer Street Improvements

The Board then discussed the inadequacy of Sawyer Street and stated that more lanes are needed to handle the volume of traffic.

Design of HAWK Pedestrian Crossing

Mr. McGregor reported that the issue with the non-City-standard pole has not been resolved. He also reported that the traffic warrant analysis failed. Mr. McGregor noted that Frank Liu is conducting a traffic impact analysis. The Board deferred action on the matter.

Sabine Street Reconstruction

Mr. McGregor next presented and recommended for payment Pay Request No. 8 in the amount of \$184,252.55, Pay Request No. 9 in the amount of \$144,565.39 and Pay Request No. 10 in the amount of \$110,324.11 and Change Order No. 4 which represents a quantity adjustment for the sidewalks and French drains. He stated that the bricks from the City for Sabine are slightly different in size than the original bricks. Mr. Blake stated that the bricks can be cut to size at a cost of \$13,000. Director Lindsay moved that the Board approve the cost to cut the bricks to the correct size. Director Anello seconded the motion and it carried by unanimous vote. Mr. Blake stated that Change Order No. 4 will also deduct 22 yards of brick from the contract. Upon a motion made by Director Lindsay and seconded by Director Card and based on the recommendation of the engineer, the Board voted unanimously to approve Pay Request Nos. 8 and 9 and Change Order No. 4. The Board concurred to resubmit Pay Request No. 10 to the Projects Committee for review prior to approval.

Traffic Warrant Analysis

Mr. McGregor stated the analysis of traffic at the intersection of Washington and Silver indicated that a signal was not warranted.

Neighborhood Management

Director Card stated that she would like to a traffic program in the neighborhood. She stated that residents have indicated that they want to see the speed reduced and that suggestions include speed cushions, signs and roundabouts. Director Card then presented a proposal from Gonzalo Camacho in the amount of \$3,871 for conducting a traffic safety audit. The Board also discussed gathering facts about what is necessary to get some of the speed reduction options and obtaining input and support from residents.

After discussion, Director Anello moved that the Board accept the engineer's report and accept the proposal for the traffic safety audit. Director Lindsay seconded the motion and it carried by unanimous vote.

PROJECTS REPORT

Proposal from Vossos Landscape Design ("Vossos") for Additional Tree Planting Services

Mr. Vossos presented a proposal for planting an additional 60 trees in the Authority at a cost of \$23,400. He also reviewed a proposed landscape design for the trees, but noted that the trees can be moved to suit the needs of the area. After discussion, Director Lindsay moved that the Board accept the proposal from Vossos for the installation of the trees in an amount not to exceed \$23,400. Director Card seconded the motion and it carried unanimously.

Mr. Vossos next presented a proposal from Trees for Houston whereby 165 trees would be donated so long as the Authority pays for the watering of same for two years. He stated that the cost will be \$190 per tree for two years totaling \$31,350.

After discussion, Director Card moved that the Board approve the letter agreement with Trees for Houston providing for the donation of 165 trees with the cost of watering in an amount not to exceed \$40,000. Director Guercio seconded the motion and it carried by unanimous vote.

Consulting Agreement with SMW Principle Solutions, Inc. (“SMW”)

Director Anello stated that he had asked Ms. Weesner to present a proposal for administration and project management for the Authority. Ms. Weesner then introduced herself and reviewed her work history and background.

After discussion, Director Anello moved that the Board accept the proposal from SMW as presented with work schedule not to exceed 20 hours per month without additional Board approval. Director Lindsay seconded the motion which carried by unanimous vote. Director Valdez abstained from voting on the matter.

Agreement with Facility Solutions Group (the “Group”)

Director Anello stated that lighting structures within the Authority do not match. He stated that in his opinion, the Sternberg lights would be compatible with the historic natures of the signs in the Authority. Director Anello stated that he would like to see the lights on Washington Avenue changed out to the design of the Authority’s. He reviewed the proposal from the Group for lighting related services and recommended that the Group not exceed 20 hours per month.

Upon a motion made by Director Card and seconded by Director Guercio, the Board voted to approve the proposal from the Group with hours not to exceed 20 per month. Director Guercio seconded the motion. Director Valdez voted against the motion.

The Board then discussed adding pedestrian lighting and authorized the Finance Committee to work with the Group to add same in an amount not to exceed \$5,000.

RFQ FOR ENGINEERING AND SURVEYING SERVICES

Director Anello stated that he received three responses to the requests for qualifications, but recommended that the Board defer action until SMW is working with the Authority. The Board then deferred action on the matter.

EXECUTIVE SESSION

There was no executive session for the month.

MECA'S REPORT

Director Valdez reported that she is preparing to submit a grant for money to help with the building. She also expressed concern regarding the state of the roof and asked that the Board members let her know if they knew of anyone who might be able to assist.

AREA/DISTRICT BRANDING

The Board discussed improving the Memorial/Silver triangle. Ms. Abbott discussed tiling the bench in the triangle.

ITEMS FOR NEXT MEETING

There were no items mentioned for the next meeting.

PUBLIC COMMENTS

Mr. Hinkal suggested a speed mitigation workshop to discuss options for slowing traffic in the neighborhood.

Mr. Belt discussed that some trees obstruct lighting structures.

Secretary

LIST OF ATTACHMENTS

financial report 1
engineer's report 2