

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

February 12, 2014

The Board of Directors (the “Board”) of Old Sixth Ward Redevelopment Authority (the “Authority”), convened in regular session, open to the public, on the 12th day of February 2014, 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
Monica Savino	Director
Alice Valdez	Director
Ann Guercio	Director
Chris Silkwood	Director
Jason Johnson	Director

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

Also present were: Clark Lord and Debbie Russell of Bracewell & Giuliani, LLP; Melissa Morton of The Morton Accounting Services; Blake McGregor of Edminster Hinshaw Russ & Associates (“EHRA”); Ralph De Leon of the City of Houston; and Charlotte Lange, Terry Brano and Manuela Silva, residents of the Authority.

**DETERMINE QUORUM; CALL TO ORDER**

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

**APPOINT VICE CHAIR**

Upon a motion made by Director Savino and seconded by Director Silkwood, the Board voted unanimously to appoint Director Johnson to serve as vice chair for the Authority.

**APPROVE MINUTES**

The Board considered approving the minutes of October 30, 2013. Director Lindsay moved that the Board approve the minutes of October 30, 2013. Director Anello seconded the motion and it passed 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. Director Anello reported on the invoice received from Asakura Robinson for the Urban Realm Book. He also reported that Universal Landscape is prepared to move the Witch's Hat to the site.

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

## **RESOLUTION ADOPTING BANK SIGNATORY AUTHORITIES**

The Board next considered adopting a Resolution Adopting New Bank Signatory Authorities, a copy of which is attached to these minutes, to add signatories to the Authority's account. After review and discussion, Director Anello moved that the Board adopt the Resolution and add Directors Lindsay and Valdez as signatories to the account. Director Savino seconded the motion and it carried unanimously.

The Board then discussed changing banking institutions and requested that the bookkeeper investigate options for same.

## **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") has fabricated and installed the Houston Marathon seasonal disc to the Authority signage. He then presented an invoice in the amount of \$1,594 for the cost of same. After discussion, Anello moved that the Board approve payment of the invoice as presented. Director Card seconded the motion and it carried by unanimous vote.

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

Mr. McGregor next reported that all 92 houses have been connected to the public sewer line by T-Construction. He presented and recommended for payment Pay Estimate No. 6 and final in the amount of \$26,785.25. After discussion, Anello moved that the Board approve pay estimate 6 and final as presented. Director Card seconded the motion and it carried by unanimous vote.

### 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 74 properties included in Phase 2B. He noted that they will continue to try and contact the remaining property owners. The Board requested that Mr. McGregor provide the Board with the names and addresses for the residents who have not signed in case the Board is able to facilitate getting same.

### 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 BPA will be applying for funding of the preconstruction monitoring this spring.

### Sawyer Park Driveway Removal

Mr. McGregor reported that construction plans will be submitted once the City of Houston abandons the right-of-way for the driveway. Mr. De Leon stated that he expects legal to approve same by the end of the month.

### CenterPoint Power Pole Evaluation

Mr. McGregor reported that EHRA is continuing efforts to have CenterPoint Energy conduct an evaluation 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.

### Work Order No. Twenty-Three

Mr. McGregor next presented Work Order No. Twenty-Three for general engineering services for the Authority. After review and discussion, Director Anello moved that the Board approve the work order as presented. Director Card seconded the motion and it carried unanimously.

The Board then discussed the Witch’s Hat project and Director Anello questioned how authentic the Witch’s Hat should be. The Board agreed that it should appear the same on the outside so long as the structure is sound.

## **ATTORNEY'S REPORT**

### **Development Agreement**

The Board then discussed amending the Authority's agreement with MMP 2411 Washington, LLC to increase the reimbursement for development of Sawyer Park to \$197,000. After discussion, Director Lindsay moved that the Board authorize the Authority's attorney and chair to negotiate the amendment of the development agreement for an increase in the reimbursement in an amount not to exceed \$197,000. Director Valdez seconded the motion and it carried by unanimous vote.

### **Lease Agreement with MECA**

Director Anello stated that discussions with Metalab are ongoing regarding the amount to spent on improving one of the meeting rooms in MECA. The Board took no action on the matter.

### **Resolution Regarding Annual Review of Investment Policy and Disclosure Statement of Investment Officer**

Mr. Lord explained that the Authority is required to review its investment policy on an annual basis. He stated that he has no recommendations for any changes to same at this time. Upon a motion made by Director Anello and seconded by Director Lindsay, the Board voted unanimously to adopt the Resolution Regarding Annual Review of Investment Policy, a copy of which is attached to these minutes, and accept the Disclosure Statement of the Investment Officer.

## **PROJECTS REPORT**

### **Contract with Asakura Robinson Company for Sawyer and Dow Parks and Urban Realm Pattern Book**

Director Anello then reported that he had met with Asakura Robinson Company ("Asakura") about the design of Dow Park (the "Park"). He stated that preliminary plans should be ready within the next few weeks.

### **Proposed Office Building on Washington Avenue**

Director Anello reported the plans for the proposed office building on Washington Avenue have been resubmitted to the City for approval. He stated that plans are to require an easement document to provide for the parking requirements established by the Board.

### **Washington Avenue Parking Benefit District**

Director Savino on the status of the Washington Avenue Benefit District. She stated that notices are being sent out regarding same. Director Savino stated that the

Houston Arts Alliance and the District are installing art in the District. She noted that the Authority is located in the Washington Avenue Cultural District.

#### Livable Study Proposal

Director Savino stated that the focus is on Sawyer Avenue.

#### Memorial-Houston Avenue Multi-Family Housing

Director Lindsay reported that the property has been put back on the market again.

#### Community Outreach Program

Director Anello stated that Alex Cass has left Better Houston. The Board requested that Ms. Russell confirm that Ms. Cass's replacement has all of the passwords for the website.

#### **MECA'S REPORT**

Director Valdez reported on a concert in honor of Valentine's Day.

#### **EXECUTIVE SESSION**

There was no executive session for the month.

#### **ITEMS FOR NEXT MEETING**

The Board will consider changing banking institutions.

#### **PUBLIC COMMENTS**

Ms. Lange and Ms. Brano addressed the Board regarding the possible restoration of Sabine Street. Mr. De Leon explained that the restoration would cost in excess of one million dollars and that the Authority will not have funds available until 2016 at the earliest.

Ms. Silva addressed the Board regarding the location of the Witch's Hat. The Board informed Ms. Silva of the proposed location in Sawyer Park.

#### Agreement with Asakura Robinson for Sawyer Park

Director Anello then presented an agreement with Asakura Robinson for completion of Sawyer Park. After review and discussion, Director Lindsay moved that the Board approve the agreement as presented. Director Valdez seconded the motion and it carried unanimously.

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Secretary

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