

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

March 8, 2017

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 March 2017, 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 Directors Johnson and Garza, thus constituting a quorum.

Also present were: Clark Lord and Debbie Russell of Bracewell LLP; Blake McGregor of Edminster Hinshaw Russ & Associates (“EHRA”); Joel Alba and Gary Hill of the City of Houston; and Cassandra Bacon 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 January 11, 2017. Director Lindsay moved that the Board approve the minutes of January 11, 2017. Director Card 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. Ms. Bacon also presented a pay request from Shahmoradi & Associates that was received after preparation of the financial report. After review, Director Lindsay moved that the Board

approve the payment to Shahmoradi & Associates. Director Guercio seconded the motion and it carried unanimously.

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

**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 Williams Architectural Signage Design and Consulting ("Williams") has changed the seasonal disks to spring. The Board discussed the possible fabrication of disk to reflect the arts district to be interchanged with the Houston Marathon disk. Director Card stated that she would contact Susannah Mitchell regarding same.

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

Mr. McGregor stated that the Phase 2B sanitary sewer replacement was funded. He stated that he conducted a preconstruction meeting and issued the notice to proceed on February 27, 2017.

Park for Humans and Dogs

Mr. McGregor reported that the project is essentially complete with only a few punch list items remaining. He presented Pay Request No. 5 and Final from Jerdon Construction and recommended approval of same. The Board discussed the maintenance of the park and reviewed a proposed agreement between the Authority and the apartment complex to conduct ongoing maintenance of the park.

Dow School Park

Mr. McGregor reported that Asakura Robinson ("AR") submitted the 75% plans to the Houston Parks and Recreation Department and review comments are being worked on. He stated that AR asked him to obtain the water availability letters for the newly added irrigation system and that he is working on same.

Traffic Sign Replacement

Mr. McGregor then reported that Williams has almost completed the Phase 2 sign replacement. He stated that once it is complete, he will survey the remainder of the residential area to develop an estimate for Phase 3.

### 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. He noted that BPA plans for construction to commence in the summer of 2018 and the current plans for Hemphill will have to be revised accordingly to meet the anticipated construction start date.

### Design of HAWK Pedestrian Crossing

Mr. McGregor reported that he has submitted the plans for the HAWK crossing to the City for review and is addressing the City’s comments. He stated that he will resubmit for approval later in the month. Mr. McGregor then requested the Board’s authorization to advertise for bids for the project.

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

Mr. McGregor reported that he has also stopped production on the construction plans for the Washington Avenue improvements as requested by the Board.

### Sabine Street Reconstruction

Mr. McGregor 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. He stated that he has submitted a street assessment of Sabine to the City and is awaiting a response. Mr. Hill stated that scoring on the project indicates that the project would go before other projects.

### General Engineering Consultant Services Work Order

Mr. McGregor stated that he will work with the Chair and bookkeeper to draft the FY2018 budget.

After discussion, Director Card moved that the Board approve Pay Request No. 5 and Final to Jerdon and authorize the engineer to advertise for bids for the HAWK crossing. Director Lindsay seconded the motion and it carried by unanimous vote

## **PROJECTS REPORT**

### **Reimbursement Agreement with Frank Liu**

Director Anello stated that Frank Liu has approached the Authority to request a reimbursement agreement for his new development. The Board authorized Mr. Lord and Director Anello to begin negotiating the terms with Mr. Liu and requested that an agenda item be added to the next meeting for consideration of same.

### **Proposal for New Corner Markers**

The Board deferred action on the proposal.

### **Boundary Expansion- First Ward**

Director Anello reported that plans for expansion are not being considered by the City at this time. The Board deferred action on the matter.

## **MECA'S REPORT**

Director Valdez reported on thefts from cars around the building. She also reported on issues with the roof, but noted that a decision was made to patch it at this time.

## **EXECUTIVE SESSION**

There was no executive session for the month.

## **ITEMS FOR NEXT MEETING**

The board requested that an item be added for the preparation of the PIPA project.

## **PUBLIC COMMENTS**

There were no comments from the public.

Secretary

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**LIST OF ATTACHMENTS**

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