

MINUTES OF REGULAR MEETING
OF
OLD SIXTH WARD REDEVELOPMENT AUTHORITY

April 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 April 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, thus constituting a quorum.

Also present were: Clark Lord and Debbie Russell of Bracewell & Giuliani, LLP; Blake McGregor and Criselda Gonzales of Edminster Hinshaw Russ & Associates (“EHRA”); and Steven David of the City of Houston.

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 February 25, 2015. Director Card moved that the Board approve the minutes of February 25, 2015. Director Anello seconded the motion and it passed unanimously.

ENGAGE AUDITOR TO CONDUCT ANNUAL AUDIT

The Board reviewed the engagement letter with Gainer Donnelly LLP for auditing services for the Authority’s fiscal year-end 2015 audit and noted that the gross fee will not exceed \$7,200, and out-of-pocket expenses will not exceed \$100. Following discussion, upon a motion made by Director Savino and seconded by Director Card, the Board voted unanimously to engage Gainer Donnelly LLP to conduct the Authority’s

audit for fiscal year-end June 30, 2015. A copy of the engagement letter is attached as an exhibit to these minutes.

FINANCIAL REPORT

In the absence of Melissa Morton, Director Anello discussed 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 Johnson and seconded by Director Guercio, the Board unanimously voted to approve the financial report 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.

Design, construction and installation of entry monument signage

Mr. McGregor reported that Neon Electric Corporation ("NEC") will install the spring discs soon. The Board requested that the engineer contact Ed Williams to determine if he is able to take over the disc replacement at the same cost as NEC.

Connections from private sanitary sewers to the public sanitary sewers Phase 2B

Mr. McGregor then reported on the contract for the new phase 2 of the connections from the private sanitary sewers to the public sanitary sewers. He stated that once the interlocal agreement with the City of Houston is amended and the funds are transferred to the Authority, a notice to proceed will be issued to the contractor. Mr. David stated that there is still uncertainty about how the funding will be handled. He informed the Board that the City has stated that it is not in the CIP for this year. The Board authorized the Chair, Mr. David and Mr. Lord to work to negotiate a creative solution to this issue. The Board agreed that it would notify the residents who are impacted by the next phase of construction.

Park for Humans and Dogs

Mr. McGregor reported that he has created construction plans that include the structural, landscaping, grading, drainage, underground utilities, sidewalks and loop road removal and submitted same to the City for a second agency review. He also reported that the City is requiring a Wastewater Capacity Reservation application prior to Code Enforcement reviewing the private property plan set. Mr. McGregor stated that the application has been submitted and plans will follow once the application is approved.

Dow School Park

Mr. McGregor reported that he met with Asakura Robinson and MetaLab for a scoping meeting and presented Work Order No. 18, Dow School Civil Site Design for the Board's review and approval. Mr. Lord reported that an Interlocal Agreement will be needed in connection with this project. After discussion, Director Guercio moved that the Board authorize the Authority's consultants to prepare an Interlocal Agreement with the City in connection with the Dow School Park. Director Card seconded the motion and it carried unanimously.

Traffic Sign Replacement

Mr. McGregor then reported that he, Director Anello and Williams Architectural Signage Design and Consulting ("Williams") met to define the scope of Phase 1 of the replacement of the street signs in the Authority. He stated that based on this meeting, Ed Williams has prepared a revised scope of Phase 1 and presented a proposal for replacement of the streets signs south of Washington Avenue for the Board's review, a copy of which is attached as an exhibit to these minutes. After discussion, Director Anello moved that the Board accept the proposal from Williams, as presented. Director Johnson seconded the motion and it carried unanimously.

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 will begin in the first quarter of 2015.

Work Order No. 17 – General Engineering Services

Mr. McGregor then reported that he is filing 311 reports with the City regarding violations found in the Authority.

PROJECTS REPORT

MECA Meeting Room

The Board next discussed the rehabilitation of the meeting room in MECA. Director Johnson stated that another contractor needs to be contacted regarding the proposed renovations.

Community Outreach Program

There was no report for the month.

MECA'S REPORT

Director Valdez reported on attendance for the summer sessions to be held at MECA. She also reported on improvements needed at MECA including the installation of an elevator.

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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