

OLD SIXTH WARD REDEVELOPMENT AUTHORITY

JOINT MEETING OF THE BOARDS OF DIRECTORS

OCTOBER 16, 2024

**REINVESTMENT ZONE NUMBER THIRTEEN, CITY OF
HOUSTON, TEXAS**

**OLD SIXTH WARD REDEVELOPMENT AUTHORITY
AND
REINVESTMENT ZONE NUMBER THIRTEEN, CITY OF HOUSTON, TEXAS
NOTICE OF JOINT MEETING**

TO: THE BOARD OF DIRECTORS OF THE OLD SIXTH WARD REDEVELOPMENT AUTHORITY AND REINVESTMENT ZONE NUMBER THIRTEEN, CITY OF HOUSTON, TEXAS, AND TO ALL OTHER INTERESTED PERSONS:

Notice is hereby given that the Board of Directors of the Old Sixth Ward Redevelopment Authority (the “Authority”) will hold a joint meeting with the Board of Directors of the Reinvestment Zone Number Thirteen, City of Houston, Texas (the “Zone”) on **Wednesday, October 16, 2024 at 5:30 P.M.** at the office of Bracewell LLP, 711 Louisiana Street, Suite 2300, Houston TX 77002, and Webex, or dial US Toll free 1.855.282.6330, when prompted enter **Access Code 2662 104 3713**, or **click on the following link <https://bracewell.webex.com/bracewell/j.php?MTID=m0a1a680206a51ca4fa3db846c88b1790>** to consider, discuss and adopt such orders, resolutions or motions, and take other direct or indirect actions as may be necessary, convenient, or desirable with respect to the matters listed on the agenda below.

A quorum of the Board of Directors will be physically present at the meeting location. This meeting will be conducted in person and by videoconference in accordance with the provisions of Section 551.127 of the Texas Government Code. The meeting location will be open to the public during open portions of the meeting.

The public will be permitted to offer comments as provided on the agenda and as permitted by the presiding officer during the meeting. During a public comment period, any person may address the Board of Directors in person or via Webex, or dial US Toll free 1.855.282.6330, when prompted enter **Access Code 2662 104 3713**, or **click on the following link <https://bracewell.webex.com/bracewell/j.php?MTID=m0a1a680206a51ca4fa3db846c88b1790>**. For an electronic copy of agenda documents, please refer to the following link: <https://bracewell.sharefile.com/d-s71d2d42713b84176b15c63a107cd46a8>

Introductions and Meeting Guidelines.

1. Receive public comment.
*Members of the public are invited to speak during this portion of the agenda. If you would like to speak please contact the Authority/Zone by referencing the following email Sherry Weesner sherry@old6wardtirz.org and let us know before the meeting that you wish to speak.
2. Consent Agenda:
 - a. Minutes of the previous meetings:
 - i. The Authority; and
 - ii. The Zone.
 - b. Receive financial report summary, including account and fund activity statement, and investment
3. Administrator Report, including:
 - a. Washington Corridor and Old Sixth Ward/TIRZ 13 Phase 2 Studies;
 - b. Historic Marker; and
 - c. Reconstitute Board Committees.
4. Financial Matters:
 - a. Authorize payment of invoices;
5. Projects and Engineering:
 - a. Engineering Consultant’s Report, including:
 - i. Edwards and Sawyer Multimodal Improvements;
 - (1) Project Update
 - ii. Intersection of Washington and Silver and North Memorial Way and Silver; and
 - (1) Street Signage replacement and Historic Marker– update
 - iii. Hemphill:
 - (1) Project Update
 - iv. Oliver Street (T-1329) – Planning and Pre-Engineering
 - (1) Project Update
 - (2) Work Authorization
 - v. Safe Intersection Crossing and Sidewalk Program (T-1394)– Planning and Pre-Engineering

- (1) Project Update
 - (2) Work Authorization
- b. Approve related pay estimates or change orders, work authorizations or other design, construction, or management contract administration items, and authorize other appropriate action.
- 6. Communications and Public Engagement.
- 7. Items for next meeting.
- 8. Adjourn.

Pursuant to V.T.C.A Government Code, Chapter 551, as amended, the Board of Directors may convene in closed session to receive advice from legal counsel and discuss matters relating to pending or contemplated litigation, personnel matters, gifts and donations, real estate transactions, the deployment, or specific occasions for the implementation of, security personnel or devices and or economic development negotiations.



Clark Stockton Lord
Attorney for the Authority and the Zone

TAB 2.a.i.

MINUTES OF AUTHORITY - 9-18-2024

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

September 18, 2024

The Board of Directors (the “Board”) of Old Sixth Ward Redevelopment Authority (the “Authority”), convened in regular session, open to the public, by telephonic or video conference, on the 18th day of September, 2024. A quorum of the Board of Directors was physically present at the meeting location. Conducted in person and by videoconference in accordance with the provisions of Section 551.127 of the Texas Government Code. The meeting location was open to the public during open portions of the meeting, and the roll was called of the duly constituted officers and members of said Board, to wit:

Phil C. Neisel	Chair
Ann Guercio	Vice-Chair
Larissa Lindsay	Secretary
Claude Anello	Director
Patrick Hall	Director
Francis Snelgro	Director
Jo Brunhamer	Director
David Hille	Director

All members of the Board of Directors were present, except Director Anello thus constituting a quorum. Director Lindsay attended the meeting virtually.

Also present were Brandon Walwyn, City of Houston; Linda Trevino of METRO; Jessica Ortiz of Carr, Riggs & Ingram, LLC, (the “Auditor”); Melissa Morton of Morton Accounting Services; Naquay Dunbar, member of Reinvestment Zone No. 13; Kyle Macy and Ashley Sowards of Edminster Hinshaw Russ & Associates, (“Engineer”/ “EHRA”); Sherry Weesner of SMW Principle Solutions, (“Administrator”); Clark Lord and Tiffany Ehmke of Bracewell LLP, legal counsel.

Whereupon the meeting was called to order. A copy of the notice of the meeting is attached hereto as Exhibit “A”.

MEETING RULES

Director Neisel reviewed the rules for the Board meeting.

DETERMINE QUORUM: CALL TO ORDER

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

PUBLIC COMMENT

None

CONSENT AGENDA

Approve Minutes

The Board considered approving the minutes of June 12, 2024. Upon a motion brought by Director Brunhamer, seconded by Director Hall, the Board approved the June 12, 2024, minutes.

Financial Report Summary

The Board reviewed the financial report summary, a copy of which is attached hereto as Exhibit “B”.

ADMINISTRATOR’S REPORT

Washington Corridor and Old Sixth Ward/TIRZ 13 Phase 2 Studies

Ms. Weesner reported the project is in progress and to be on the lookout for a public notice for a public meeting.

Records Management

Order Amending Records Management Program

Ms. Weesner reviewed the Order Amending Records Management Program, a copy of which is attached hereto as Exhibit “C”.

Order Adopting Records Management Schedule and Policies

Ms. Weesner then outlined the Order Adopting Records Management Schedule and Policies, a copy of which is attached hereto as Exhibit “D”. She answered the Board’s questions and requested approval of both the Order Amending Records Management Program and Order Adopting Records Management Schedule and Policies.

After consideration, upon a motion brought by Director Hall, seconded by Director Hille, the Board unanimously approved the Order Amending Records Management Program and Order Adopting Records Management Schedule and Policies.

Historic Marker

Ms. Weesner reported that the historic marker celebration will be on October 12th.

FINANCIAL REPORT

Authorize payment of invoices

Director Hall stated that the Finance Committee reviewed the financial invoices and recommended approval. Director Neisel stated that the Project Committee reviewed the project and construction invoices and recommended approval. A copy of the financial summary is attached hereto as Exhibit “E”.

After discussion, Director Hall moved that the Board approve the payment of the invoices. Director Brunhamer seconded the motion, and the motion carried.

Approve audit for fiscal year ending June 30, 2024 and authorize filing with the City of Houston (the “City”)

Ms. Ortiz presented the draft audit report for the fiscal year ending June 30, 2024, reviewed it with the Board and answered the Board’s questions. After discussion, Director Hall moved that the Board approve the audit and authorize the filing of the same with the City. Director Neisel seconded the motion, and was approved by the Board unanimously, a copy of the draft audit is attached hereto as Exhibit “F”.

Adopt Resolution Evidencing Review of Investment Policy and List of Qualified Brokers (the “Resolution”) and Disclosure Statement of Bookkeeper/Investment Officer

The Board recognized Mr. Lord and he presented the Board with Amended Investment Policy, a copy of which is attached hereto as Exhibit “G”. He stated that the Authority, pursuant to the Public Funds Investment Act, is required to review its investment policy and broker/dealer list annually. Mr. Lord stated that there were no changes to the policy, but that the broker/dealer list had been updated.

Mr. Lord next stated that the Board is also required annually to complete a disclosure statement of the investment officer and Bookkeeper to note any conflicts with the investments of the Authority’s funds, a copy of which is attached hereto as Exhibit “H”.

After discussion, Director Hall moved that the Board adopt the Resolution as presented and the Disclosure Statement of Bookkeeper/Investment Officer. Director Hille seconded the motion and it carried unanimously.

PROJECTS AND ENGINEERING

Fiscal Year 2025 Capital Improvement Plan (“CIP”)

Ms. Weesner reviewed the updated the CIP, a copy of which is attached hereto as Exhibit “I”. She answered the Board’s questions and requested the Board’s approval to submit to the City.

After review, upon a motion brought by Director Hall, seconded by Director Hille, the Board unanimously voted to approve the CIP and authorize submission to the City.

Engineer's Report

Mr. Macy presented the Engineer's Report, including the following projects: (i) update on Edwards and Sawyer project; (ii) Silver Street – Phase I Washington Avenue & Memorial Drive Intersection Modifications; (iii) Hemphill Street Improvements; (iv) Oliver Street Reconstruction Planning Phase Services; and (v) Safe Intersection Crossing and Sidewalk Program Planning Phase Services, a copy of which is attached hereto as Exhibit "J".

After consideration, upon a motion brought by Director Brunhamer, seconded Director Snelgro, the Board (i) approval of ratifying Change Order for Silver Street, in the amount of \$3,385; (ii) approve Additional Services for Hemphill Street Reconstruction on fixed fee total for 60% Redesign, in the amount of \$38,500; and (iii) the Engineer's Report.

COMMUNICATIONS AND PUBLIC ENGAGEMENT COMMITTEE REPORT

The Board recognized Director Guercio who reminded the Board of previously authorizing the Communications Committee to request and review vendor contracts to maintain the Authority's website. She reported that the Communications Committee recommended MyHart Communications to maintain the Authority's website, a copy of the Master Client Agreement, Terms and Conditions to the Master Client Agreement, Work Authorizations Nos. 1 and 2 as Exhibit "K".

Upon a motion brought by Director Guercio, seconded by Director Lindsay, the Board unanimously voted to approve the Master Client Agreement, Terms and Conditions to the Master Client Agreement, Work Authorizations Nos. 1 and 2.

ITEMS FOR NEXT MEETING

No items were discussed.

Secretary

DRAFT

TAB 2.a.ii.

MINUTES OF ZONE - 9-18-2024

**MINUTES OF REGULAR MEETING
OF
REINVESTMENT ZONE NUMBER THIRTEEN, CITY OF HOUSTON, TEXAS**

September 18, 2024

The Board of Directors (the “Board”) of Reinvestment Zone Number Thirteen, City of Houston, Texas (the “Zone”), convened in regular session, open to the public, by telephonic or video conference, on the 18th day of September, 2024. A quorum of the Board of Directors was physically present at the meeting location. Conducted in person and by videoconference in accordance with the provisions of Section 551.127 of the Texas Government Code. The meeting location was open to the public during open portions of the meeting, and the roll was called of the duly constituted officers and members of said Board, to wit:

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Whereupon the meeting was called to order. A copy of the notice of the meeting is attached hereto as Exhibit “A”.

MEETING RULES

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PUBLIC COMMENT

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ITEMS FOR NEXT MEETING

No items were discussed.

Secretary

DRAFT

TAB 2.b.

FINANCIAL SUMMARY REPORT



**Monthly Financial Report Summary
October Board Meeting
Wednesday, October 16, 2024**

At the beginning of September, the Old Sixth Ward Redevelopment Authority (OSWRA) beginning Operating Fund Balance was \$6,938,706. During the month, OSWRA received \$28,796 mainly from money market interest. OSWRA processed \$52,270 in disbursements during the period. 90% of the disbursements related to payments to Traffic Systems Construction for CIP (\$31,297), Edminster Hinshaw Russ for Engineering Services (\$6,179), and SMW Principle Solutions for Consulting (\$9,611). The ending balance as of month end September 30, 2024 was \$6,915,233.

The invoices pending approval total \$49,906. See attached "Unpaid Bills Detail" Report on page 3

Capital Improvement Project spending for the period September totaled \$900. The funds were spent mainly towards the Oliver Street Reconstruction (\$900). See page 4, for the "Capital Projects Detail" Reports.

During September, the opening balance for the Texas Class investment account was \$6,849,931. We received \$28,723 in interest (5.1057%). The ending balance for September is \$6,878,654. See page 5, for "Investment" reports.

OLD SIXTH WARD REDEVELOPMENT AUTHORITY
General Operating Fund
 As of September 30, 2024

BEGINNING BALANCE : **\$ 6,938,706.20**

REVENUE

Money Market	73.63	Interest
Texas Class Investment	28,722.75	Interest

Total Revenue 28,796.38

DISBURSEMENTS

2525	City of Houston	750.00
ACH	The Morton Accounting Services	3,079.42
ACH	Traffic Systems Construction	31,296.92
ACH	Prosperity Bank	23.74
ACH	Bracewell LP	1,329.00
ACH	Edminster Hinshaw Russ	6,179.20
ACH	SMW Principle Solutions	9,611.25

Total Disbursements 52,269.53

ENDING BALANCE : **\$ 6,915,233.05**

-

**September 30, 2024
Balance**

LOCATION OF ASSETS

Prosperity Money Market Account	33,455.54
Prosperity Bank Operating	3,123.86
Texas Class Investment	6,878,653.65

Total Account Balance **\$ 6,915,233.05**

Old Sixth Ward Redevelopment Authority
Unpaid Bills Detail
As of October 11, 2024

<u>Ty...</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Due Date</u>	<u>Open Balance</u>
Bracewell LLP					
Bill	09/30/2024	21986215	Admin- Meeting through September 30, 2024	10/10/2024	5,553.50
Bill	09/30/2024	21986213	General Legal through September 30, 2024	10/10/2024	975.00
Total Bracewell LLP					6,528.50
Carr Riggs & Ingram LLC					
Bill	09/25/2024	18042698	YE June 30, 2024 Audit - 94-02285	10/05/2024	11,500.00
Total Carr Riggs & Ingram LLC					11,500.00
Edminster Hinshaw Russ & Associates Inc					
Bill	09/01/2024	105515	General Engineering Consultant - \$60,000 Through August 2024	09/11/2024	2,750.00
Bill	09/30/2024	105334	Oliver Street Reconstruction Through July 2024	10/10/2024	900.00
Total Edminster Hinshaw Russ & Associates Inc					3,650.00
eLsqrd Media Group					
Bill	10/02/2024	255	Website Development and Graphic Design	10/12/2024	4,788.00
Total eLsqrd Media Group					4,788.00
SMW Prinicple Solutions, Inc.					
Bill	09/30/2024	1582	Administrative Consulting & Expenses September 2024	10/10/2024	5,156.25
Total SMW Prinicple Solutions, Inc.					5,156.25
The Morton Accounting Services					
Bill	09/30/2024	2620	September 2024 CPA Services	10/30/2024	1,400.00
Total The Morton Accounting Services					1,400.00
Williams Architectural Signage & Consulti					
Bill	10/01/2024	255	Marker Project	10/11/2024	16,883.31
Total Williams Architectural Signage & Consulti					16,883.31
TOTAL					49,906.06

Old Sixth Ward Redevelopment Authority Capital Projects Detail

September 2024

Accrual Basis

Type	Date	Num	Name	Memo	Amount
Capital Improvement Project					
T-1329 Oliver Street Recon					
Bill	09/30/2024	105334	Edminster Hinshaw Russ & Associates Inc	Oliver Street Reconstruction Through July 2024	900.00
Total T-1329 Oliver Street Recon					900.00
Total Capital Improvement Project					900.00
TOTAL					900.00

**OLD SIXTH WARD REDEVELOPMENT AUTHORITY
 QUARTERLY INVESTMENT REPORT
 MONTHLY FISCAL YEAR 2025
 September 30, 2024**

Transaction Date		Government Texas Class		Activity
9/1/2024	Beginning Balance	\$ 6,849,930.90		
9/30/2024	Withdrawals			
9/30/2024	Deposits	-		
9/30/2024	Interest 5.1057%	28,722.75		
9/30/2024	Ending Balance	\$ 6,878,653.65		

The investments for the District for the period are in compliance with the Public Funds Investment Act, the District's investment policy and the District's investment strategy.

Investment Officer: _____

Old Sixth Ward Redevelopment Authority
Profit & Loss Prev Year Comparison
July through September 2024

	<u>Jul - Sep 24</u>	<u>Jul - Sep 23</u>	<u>\$ Change</u>	<u>% Change</u>
Ordinary Income/Expense				
Income				
Interest Income Money Market	89,962.52	67,575.95	22,386.57	33.1%
Total Income	89,962.52	67,575.95	22,386.57	33.1%
Cost of Goods Sold				
Capital Improvement Project				
T-1320 Imp Silver St@ Wash& Mem	0.00	27,444.23	-27,444.23	-100.0%
T-1322 Sawyer Street Multimodal	2,699.20	0.00	2,699.20	100.0%
T-1324 Silver Street Improv.	0.00	444,264.07	-444,264.07	-100.0%
T-1329 Oliver Street Recon	1,100.00	0.00	1,100.00	100.0%
Total Capital Improvement Project	3,799.20	471,708.30	-467,909.10	-99.2%
Total COGS	3,799.20	471,708.30	-467,909.10	-99.2%
Gross Profit	86,163.32	-404,132.35	490,295.67	121.3%
Expense				
Bank Service Charges	23.74	26.69	-2.95	-11.1%
Program and Project Consultatnt				
Engineering Consultant	6,030.00	8,315.00	-2,285.00	-27.5%
Legal Fees	1,155.00	4,348.68	-3,193.68	-73.4%
Tax Consultants	1,959.00	1,959.00	0.00	0.0%
Total Program and Project Consultatnt	9,144.00	14,622.68	-5,478.68	-37.5%
TIRZ Administration & Overhead				
Accounting Fees	4,479.42	4,896.72	-417.30	-8.5%
Administration Consultant	21,470.00	21,802.26	-332.26	-1.5%
Audit Fees	11,500.00	10,200.00	1,300.00	12.8%
Total TIRZ Administration & Overhead	37,449.42	36,898.98	550.44	1.5%
Total Expense	46,617.16	51,548.35	-4,931.19	-9.6%
Net Ordinary Income	39,546.16	-455,680.70	495,226.86	108.7%
Net Income	39,546.16	-455,680.70	495,226.86	108.7%

Old Sixth Ward Redevelopment Authority
Balance Sheet Prev Year Comparison
As of September 30, 2024

	Sep 30, 24	Sep 30, 23	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
Prosperity Money Market	33,455.54	281,634.48	-248,178.94	-88.1%
Prosperity Operating Account	3,123.86	345,222.53	-342,098.67	-99.1%
Texas Class Investment Acct 781	6,878,653.65	4,784,815.35	2,093,838.30	43.8%
Total Checking/Savings	6,915,233.05	5,411,672.36	1,503,560.69	27.8%
Other Current Assets				
Prepaid Insurance	3,278.02	1,820.92	1,457.10	80.0%
Total Other Current Assets	3,278.02	1,820.92	1,457.10	80.0%
Total Current Assets	6,918,511.07	5,413,493.28	1,505,017.79	27.8%
TOTAL ASSETS	6,918,511.07	5,413,493.28	1,505,017.79	27.8%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	28,484.75	383,709.57	-355,224.82	-92.6%
Total Accounts Payable	28,484.75	383,709.57	-355,224.82	-92.6%
Other Current Liabilities				
Cert Of Obligation Current Prin	190,000.00	180,000.00	10,000.00	5.6%
Cert of Obligation Int Accrual	17,448.11	20,748.11	-3,300.00	-15.9%
Total Other Current Liabilities	207,448.11	200,748.11	6,700.00	3.3%
Total Current Liabilities	235,932.86	584,457.68	-348,524.82	-59.6%
Long Term Liabilities				
Certificate of Obligation	761,715.00	951,715.00	-190,000.00	-20.0%
Total Long Term Liabilities	761,715.00	951,715.00	-190,000.00	-20.0%
Total Liabilities	997,647.86	1,536,172.68	-538,524.82	-35.1%
Equity				
Fund Balance	-1,947,125.65	-1,947,125.65	0.00	0.0%
Unrestricted Net Assets	7,828,442.70	6,280,126.95	1,548,315.75	24.7%
Net Income	39,546.16	-455,680.70	495,226.86	108.7%
Total Equity	5,920,863.21	3,877,320.60	2,043,542.61	52.7%
TOTAL LIABILITIES & EQUITY	6,918,511.07	5,413,493.28	1,505,017.79	27.8%

Old Sixth Ward Redevelopment Authority
Profit & Loss Detail
 July through September 2024

Type	Date	Num	Name	Memo	Amount
Ordinary Income/Expense					
Income					
Interest Income Money Market					
Deposit	07/31/2024			Interest	101.06
Deposit	07/31/2024			Interest	30,553.38
Deposit	08/31/2024			Interest	101.21
Deposit	08/31/2024			Interest	30,410.49
Deposit	09/30/2024			Interest	73.63
Deposit	09/30/2024			Interest	28,722.75
Total Interest Income Money Market					89,962.52
Total Income					89,962.52
Cost of Goods Sold					
Capital Improvement Project					
T-1322 Sawyer Street Multimodal					
Bill	07/01/2024	104391	Edminster Hinshaw Russ & Associates Inc	Sawyer & Edwards Design & Bid Phase through June 2024	2,699.20
Total T-1322 Sawyer Street Multimodal					2,699.20
T-1324 Silver Street Improv.					
Bill	07/01/2024	7273R	Traffic Systems Construction, Inc.	Retainage for Construction Project	31,296.92
General...	07/01/2024	CPA 202...	Traffic Systems Construction, Inc.	Reverse of GJE CPA 2024-2 -- Retainage for Construction pro...	-31,296.92
Total T-1324 Silver Street Improv.					0.00
T-1329 Oliver Street Recon					
Bill	07/01/2024	104393	Edminster Hinshaw Russ & Associates Inc	Oliver Street Reconstruction Through June 2024	200.00
Bill	09/30/2024	105334	Edminster Hinshaw Russ & Associates Inc	Oliver Street Reconstruction Through July 2024	900.00
Total T-1329 Oliver Street Recon					1,100.00
Total Capital Improvement Project					3,799.20
Total COGS					3,799.20
Gross Profit					86,163.32
Expense					
Bank Service Charges					
Check	09/15/2024			Service Charge	23.74
Total Bank Service Charges					23.74
Program and Project Consultatnt					
Engineering Consultant					
Bill	07/01/2024	104390	Edminster Hinshaw Russ & Associates Inc	General Engineering Consultant - \$60,000 Through June 2024	3,280.00
Bill	09/01/2024	105515	Edminster Hinshaw Russ & Associates Inc	General Engineering Consultant - \$60,000 Through August 20...	2,750.00
Total Engineering Consultant					6,030.00
Legal Fees					
Bill	08/31/2024	21984327	Bracewell LLP	General Legal through August 31, 2024	180.00
Bill	09/30/2024	21986213	Bracewell LLP	General Legal through September 30, 2024	975.00
Total Legal Fees					1,155.00
Tax Consultants					
Bill	07/01/2024	62091	Equi-Tax, Inc.	July 1, 2024 - June 30, 2025	1,959.00
Total Tax Consultants					1,959.00
Total Program and Project Consultatnt					9,144.00
TIRZ Administration & Overhead					
Accounting Fees					
Bill	07/31/2024	2593	The Morton Accounting Services	July 2024 CPA Services	1,400.00
Bill	08/31/2024	2609	The Morton Accounting Services	August 2024 CPA Services	1,679.42
Bill	09/30/2024	2620	The Morton Accounting Services	September 2024 CPA Services	1,400.00
Total Accounting Fees					4,479.42
Administration Consultant					
Bill	07/31/2024	21982873	Bracewell LLP	Admin- Meeting through July 31, 2024	478.75
Bill	07/31/2024	1575	SMW Principle Solutions, Inc.	Administrative Consulting & Expenses July 2024	4,290.00
Bill	08/30/2024	1578	SMW Principle Solutions, Inc.	Administrative Consulting & Expenses August 2024	5,321.25
Bill	08/31/2024	21984326	Bracewell LLP	Admin- Meeting through August 31, 2024	670.25
Bill	09/30/2024	21986215	Bracewell LLP	Admin- Meeting through September 30, 2024	5,553.50
Bill	09/30/2024	1582	SMW Principle Solutions, Inc.	Administrative Consulting & Expenses September 2024	5,156.25
Total Administration Consultant					21,470.00

Old Sixth Ward Redevelopment Authority
Profit & Loss Detail
 July through September 2024

Type	Date	Num	Name	Memo	Amount
Audit Fees					
Bill	09/25/2024	18042698	Carr Riggs & Ingram LLC	YE June 30, 2024 Audit - 94-02285	11,500.00
	Total Audit Fees				11,500.00
	Total TIRZ Administration & Overhead				37,449.42
	Total Expense				46,617.16
	Net Ordinary Income				39,546.16
Net Income					39,546.16

TAB 5.a.

ENGINEERING CONSULTANT'S REPORT



**10011 Meadowglen Lane
Houston, Texas 77042
EHRAinc.com | 713.784.4500
TBPE No. F-726 | TBPLS No. 10092300**

T.I.R.Z. NO. 13/OLD SIXTH WARD REDEVELOPMENT AUTHORITY ENGINEERING REPORT

Date: Through October 14, 2024

Date of Board Meeting: October 16, 2024

Engineer: Kyle Macy, P.E.

Signature

Agenda Item 5 b & c, Engineering

b. Engineering Consultant's Report

i. Edwards and Sawyer Multimodal Improvements

1. UPDATE: Edwards and Sawyer
Work Authorization No. T-1322 & 1325-WA1-2022-Sawyer & Edwards

In continuance with previous reports, on Friday, March 1st, EHRA received direction from the City of Houston to place this project on indefinite hold due to design elements in the project. The contractor had already begun mobilization efforts and remained on standby until May. The contractor has since invoiced all incurred costs and EHRA has verified final invoicing.

ACTION ITEM: None at this time

ii. Silver Street – Phase I Washington Avenue & Memorial Drive Intersection Modifications

2. UPDATE: Silver Street – Phase I.
Work Authorization No. 13-T-1324-WA1-2022-Silver

Final walkthrough took place on May 10th and the project was accepted by the inspector. EHRA is currently awaiting the final acceptance letter from the City of Houston.

All historic markers have been installed and verified.

ACTION ITEM: None at this time

iii. Hemphill Street Improvements

1. UPDATE: Hemphill Street Reconstruction
Work Authorization No. T-1310-WA1-2023

The 60% design comments were received from HPW on July 30th. Following the 60% comments HPW requested that the Hemphill project be placed on temporary hold for the office of the mayor to review project scope. Through coordination with the City, a revised scope was agreed upon with the COH for the Hemphill project to move forward. This approval was obtained on September 5. The 60% design plans must be reworked to include 11-foot travel lanes and 5-foot-wide sidewalks.

EHRA is beginning the 60% redesign of the Hemphill Street plan set.

ACTION ITEM: None at this time

iv. Oliver Street Reconstruction Planning Phase Services

1. UPDATE: Oliver Street Reconstruction Planning
Work Authorization No. T-1329-WA1-2024

EHRA has obtained and reviewed record drawings for adjacent projects along the Oliver Street project limits. EHRA has also investigated the project limits as outlined in the Work Authorization to examine features such as pavement condition, existing drainage conditions, and potential significant conflicts. The DCR Intake form for Oliver Street Reconstruction has been completed and submitted to HPW for review and intake.

ACTION ITEM: None at this time

v. Safe Intersection Crossing and Sidewalk Program Planning Phase Services

1. UPDATE: Safe Sidewalk Planning
Work Authorization No. T-1399-WA1-2024

EHRA is reviewing proposed improvements, utilizing the 2020 Mobility Study and current field observations. Final recommendations for the first phase of improvements are being prepared and will be presented in the coming weeks.

ACTION ITEM: Approve NTE amount for Survey and Design

NOTE: For Active Work Authorizations Summary and General Timeline see attached Exhibits 1 and 2.

- c. Approve related pay estimates or change orders, work authorizations or other design, construction, or management contract administration items, and authorize other appropriate action.

Request Approval for the following action and work authorizations:

Other matters, if any –

**T.I.R.Z. NO. 13/OLD SIXTH WARD REDEVELOPMENT AUTHORITY
WORK AUTHORIZATION SUMMARY - (THROUGH OCTOBER 14, 2024)**



**10011 Meadowglen Lane
Houston, Texas 77042
EHRAinc.com | 713.784.4500
TBPE No. F-726 | TBPLS No. 10092300**

EXHIBIT 1: Active Work Authorization SUMMARY

CIP # & WA #	Current Phase	Description	Total Value	Spent	Percent Complete	Expected Bid Phase	Expected Completion
T-1329-WA1-2024	Planning	Oliver Street Reconstruction Planning & Investigation	\$25,000.00	\$3,625.00	15%	TBD	TBD
T-1399-WA1-2024	Planning	Safe Intersection Crossing and Sidewalk Program	\$25,000.00	\$3,000.00	12%	TBD	TBD
T-1310-WA1-2023	Design & Bid	Hemphill Street reconstruction to include sidewalk and storm water improvements.	\$205,900.00	\$178,000.00	86%	Q1 2025	Q3 2025

EXHIBIT 2: Active Work Authorization ANTICIPATED TIMELINE

CIP 1322 & 1325 – Sawyer & Edwards (Construction)		
Item	Date / Window	Description
1	4/11/2024	Project on Hold per City of Houston.
2	9/12/2024	Project on Hold per City of Houston

CIP 1310 – Hemphill Street		
Item	Date / Window	Description
1	4/11/2024	60% Design Plan Production.
2	7/30/2024	60% Comments Received. Project on Hold per City of Houston.
3	9/12/2024	60% Redesign.
4	10/14/2024	60% Redesign.