

OLD SIXTH WARD REDEVELOPMENT AUTHORITY

JOINT MEETING OF THE BOARDS OF DIRECTORS

December 18, 2019

**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") to be held on **December 18, 2019, at 5:30 p.m., at the Winter Street Studios Gallery, 2101 Winter Street, 2nd Floor, Houston TX 77007**, open to the public, 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 following matters:

1. Introductions and Meeting Guidelines.
2. Receive public comment.
3. Minutes of the previous meetings:
 - a. the Authority; and
 - b. the Zone.
4. Administrator Report.
 - a. Discussion and Possible Action Development Agreement Policy;
 - b. Discussion and Possible Action Budget and CIP Development Guidelines;
 - c. Discussion Governance Guidelines;
 - d. Discussion and Possible Action Purchase of Audio Equipment; and
 - e. Discussion and Possible Action to include Committee Reports as a regular Agenda item
5. Projects and Engineering:
 - a. Engineering Consultant's Report;
 - i. Update on Dow School Park;
 - ii. Update Substitute Sanitary Sewer Service; and
 - b. Discussion and Possible Action to repair 2 damaged Old Sixth Ward Historic District Signs;
 - c. Discussion and Possible Action to accept TCEQ Grant for LID features on Hemphill;
 - d. Discussion and Possible Action Potential Projects List; and
 - e. Approve related pay estimates or change orders, or other design, construction or management contract administration items, and authorize other appropriate action.
6. Financial Matters:
 - a. Receive Financial Report Summary, including account and fund activity statements, and investment report; and
 - b. Authorize payment of invoices.
7. Executive Session – the Authority:
 - a. Confer with legal counsel, Open Meetings Act, V.T.C.A., Government Code

- § 551.071;
 - b. purchase, exchange, lease or value of real property, Open Meetings Act, V.T.C.A., Government Code § 551.072; and
 - c. economic development negotiations, Open Meetings Act, V.T.C.A., Government Code § 551.087.
8. Executive Session – the Zone:
- a. Confer with legal counsel, Open Meetings Act, V.T.C.A., Government Code § 551.071;
 - b. purchase, exchange, lease or value of real property, Open Meetings Act, V.T.C.A., Government Code § 551.072; and
 - c. economic development negotiations, Open Meetings Act, V.T.C.A., Government Code § 551.087.
9. Reconvene and take any necessary action regarding items discussed in executive session.
10. Items for next meeting.
11. Adjourn.



Clark Stockton Lord
Attorney for the Authority and the Zone

Persons with disabilities who plan to attend this meeting and would like to request auxiliary aids or services are requested to contact Bracewell LLP at (713) 221-3338 at least three business days prior to the meeting so that the appropriate arrangements can be made.

TAB 3.a.

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

October 16, 2019

The Board of Directors (the “Board”) of Old Sixth Ward Redevelopment Authority (the “Authority”), convened in regular session, open to the public, on the 16th day of October, 2019, and the roll was called of the duly constituted officers and members of the Board, to-wit:

Phil C. Neisel	Chair
Larissa Lindsay	Secretary
Cynthia Card	Assistant Secretary
Ann Guercio	Director
Claude Anello	Director
Brantly Minor, III	Director
Alison N. Maillet	Director

All members of the Board of Directors were present except Director Guercio, thus constituting a quorum.

Also present were: Anthony Lacsamana of Nightingale Interpreting Services; Clark Lord and Tiffany Ehmke of Bracewell LLP, legal counsel; Kyle Macy of Edminster Hinshaw Russ & Associates, (“Engineer”); Sherry Weesner of Principle Solutions, (“Administrator”); Cassandra Bacon of the Morton Accounting Services, (“Bookkeeper”). Members of the public were present and referenced on the attached sign in sheet, as Exhibit “A”.

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

MEETING RULES

Director Neisel reviewed the rules for the proper conduct of the Board meeting.

DETERMINE QUORUM; CALL TO ORDER

Director Neisel then noted that a quorum was present and called the meeting to order. He requested that the attendees introduce themselves.

PUBLIC COMMENT

The Board recognized Ms. Maddy Webster who works with Sawyer Yards and Mr. Henry Morris who works with Houston Bike Share (“BCycle”). Ms. Webster and Mr. Morris are working together to add more community biking stations and are interested in two locations to add biking stations within the boundaries of the Authority.

Mr. Morris stated that he would like to bring proposals for the Board's review and consideration at the next meeting.

The Board recognized Mr. Andoni Vossos who stated that the Garden Club would like to re-engage the Neighborhood Association related to projects that have been discussed in the past. He added that he will continue communication with both the Neighborhood Association and the Authority regarding upcoming projects and provide a proposal for future projects.

The Board recognized Ms. Danni Sabota who outlined her history with the Authority and current role as President for the Neighborhood Association. She added that the Neighborhood Association will have a meeting on November 18th and invite the Chair of the Authority to highlight current and future projects.

The Board recognized Ms. Shelly Anello who listed current completed and upcoming projects due to the Authority's efforts. She expressed her appreciation and encourage the Authority to continue their efforts within the community.

APPROVE MINUTES

The Board considered approving the minutes of September 25, 2019 Authority. Director Lindsay moved that the Board approve the minutes of September 25, 2019 Authority. Director Card seconded the motion and the motion failed.

Director Minor presented language he wished to include as amendments to the September 25, 2019 minutes, specifically on page four under the approval of the audit within the Financial Report section, a copy of which is attached hereto as Exhibit "C". Director Minor motioned to discuss the proposed amended language, seconded by Director Neisel. The motion carried to open the matter for discussion.

After discussion, Director Minor motioned to approve the recommended change of the proposed amended language that will be reflected in the September minutes, seconded by Director Neisel. Director Lindsay abstained, Director Anello opposed and the motion carried.

Director Minor presented language he wished to include as amendments to the September 25, 2019 minutes, specifically on page four under the motion to approve the Financial Report and the audit item within the Financial Report section. A copy of which is attached hereto as Exhibit "D". Director Minor motioned to discuss the proposed amended language, seconded by Director Neisel. The motion carried to open the matter for discussion.

Director Minor stated that he abstained on approving the Financial Report and motioned to include that change in the September 25, 2019 minutes. Director Neisel seconded the motion and the Board approved the proposed amendment.

After discussion, Director Minor motioned to approve the recommended change of the proposed amended language that will be reflected in the September minutes related

to the audit item under the Financial Report, seconded by Director Neisel. Director Anello abstained and the motion carried.

Director Minor presented language he wished to include as amendments to the September 25, 2019 minutes, specifically under the Public Comment section. A copy of which is attached hereto as Exhibit "E". Director Minor motioned to discuss the proposed amended language, seconded by Director Neisel. The motion carried to open the matter for discussion.

After discussion, Director Minor motioned to include the proposed amended language in the minutes as presented. Directors Lindsay, Neisel, Anello and Card opposed. Director Maillet abstained and the motion failed.

Director Minor also stated the following amendments be included for the September 25, 2019 minutes: (i) that he was not present for the approval of Resolutions of Appreciation and creation of committees; (ii) Director Valdez be removed as Director in the September minutes; and (iii) the Board deferred action on approving the Investment Policy so that the Finance Committee could review the Investment Policy. Director Anello added that he abstained approval of the Financial Report at the September meeting and the minutes should reflect that amendment as well.

Upon a motion brought by Director Card, seconded by Director Neisel, the Board approved the September 25, 2019 meeting minutes, as amended. Director Anello abstained and the motion carried.

ADMINISTRATOR REPORT

Update on Sawyer

The Board recognized Ms. Weesner who provided a general update related to activity on Sawyer.

Update on potential improvements for A/C Room 102

Ms. Weesner then provided an update regarding the A/C in the District's current meeting place.

No action was taken.

CONSIDER ADJUSTMENT TO MAXIMUM MONTHLY HOURS FOR ADMINISTRATOR

Director Card reported that the Finance Committee met and discussed Ms. Weesner's proposed maximum monthly hours. She reported that the Finance Committee reviewed the item recommended Ms. Weesner work on Authority business at an average of 50 hours per month, not to exceed 450 hours for the remainder of fiscal year 2020.

Upon a motion brought by Director Card, seconded by Director Minor the Board the Board unanimously voted to set Ms. Weesner's average monthly hours to work on Authority business at an average of 50 hours per month, not to exceed 450 hours for the remainder of fiscal year 2020.

FISCAL YEAR END 2020 BUDGET

Ms. Weesner reported that the Board previously approved the 2020 fiscal year end budget at the June 2019 meeting; however, in September the City of Houston allowed one month for the new Board members to review the budget. Ms. Weesner then reviewed the budget and answered the Board's questions, a copy of the budget is attached hereto as Exhibit "F".

After discussion, upon a motion brought by Director Neisel, seconded by Director Anello, the Board unanimously voted to approve (i) \$75,000 be added to the Sawyer Street project; and (ii) the fiscal year end 2020 budget to include the recommended change.

Director Minor motioned to close the discussion, seconded by Director Neisel, the Board unanimously voted to close discussion regarding the fiscal year end 2020 budget.

PROJECTS AND ENGINEERING

Mr. Macy presented the engineer's report, a copy of which is attached hereto as Exhibit "G".

Dow Elementary Park

Mr. Macy reported that the project is approximately 85% complete as of the date of the Authority's meeting and requested the Board consider approving Pay Application No. 4, included in invoices. He answered the Board's questions regarding the progression of the project.

Substitute Sanitary Sewer Connections, Phase 2B

Mr. Macy stated that he is coordinating with Texas Pride to confirm all work is complete.

Street Sign Rehabilitation, Phase 3

Mr. Macy then reported that the project was completed by Williams Architectural Signage and Consulting LLC and the Engineer has coordinated with the contractor and met on-site to confirm completion of the project. Mr. Macy requested the Board approve the related invoices to Williams Architectural Signage and Consulting, LLC in the amount of \$75,560.00.

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 hereto as Exhibit "H". Director Card reported that the project committee reviewed the invoices, including the construction invoices and recommended approval. Director Neisel moved that the Board approve the financial report, payment of the invoices, including Pay Application No. 4 and Williams Architectural Signage and Consulting, LLC invoices requested by the Engineer. Director Card seconded the motion, Director Minor opposed and Director Anello abstained on the vote for the financial report. The motion carried.

Adopt Order Evidencing Review of Investment Policy and List of Qualified Brokers

Director Card reported that the Finance Committee reviewed the Investment Policy. Upon a motion brought by Director Card, seconded by Director Neisel, the Board unanimously voted to approve the Investment Policy, a copy of which is attached hereto as Exhibit "I".

EXECUTIVE SESSION

There was no executive session for the month.

ITEMS FOR NEXT MEETING

There were no items mentioned for the next meeting.

Upon a motion brought by Director Card, seconded by Director Anello, the Board unanimously voted to adjourn the meeting.

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Meeting minutes were approved and executed on December 18, 2019.

Secretary

**Motion to Amend Minutes of the September 25, 2019 Regular Board Meetings
of
Old Sixth Ward Redevelopment Authority
And
Reinvestment Zone Number Thirteen, City of Houston, Texas**

Financial Report:

Add the following language to accurately reflect the boards' discussion and actions:

After lengthy discussion and further explanation by the Auditor that the audit neither inquired of any of the directors of the boards or the board's counsel nor considered the prospect of fraud or conflicts of interest for the periods presented in the audit, Director Minor motioned that the Board pass the audit with the agreement that each board member's yes vote to pass the audit means that the directors vote signified that the board member had no conflict of interest and had received no monetary enumeration or other value consideration during the period of the audit being presented before the board. The motion failed for lack of a second.

Exhibit C

**Motion to Amend Minutes of the September 25, 2019 Regular Board Meetings
of
Old Sixth Ward Redevelopment Authority
And
Reinvestment Zone Number Thirteen, City of Houston, Texas**

Financial Report:

Director Minor abstained on the vote for the financial report.

Add Director Minor motioned that the “in-material payments” received by a board member from a board contractor covered in the audit be discussed and disclosed. The motion failed for want of a second.

**Motion to Amend Minutes of the September 25, 2019 Regular Board Meetings
of
Old Sixth Ward Redevelopment Authority
And
Reinvestment Zone Number Thirteen, City of Houston, Texas**

Public Comment:

Add the following language acknowledging that: Director Anello addressed the public. Director Minor motioned that Board Counsel review prior to continuing, that Director Anello's statement being read to the public from his computer is or is not about OSWNA activities while under the direction of Ryan Boehner and determine if Director Anello's OSWNA comments should be continued or allowed. The motion failed for want of a second.

TAB 3.b.

**MINUTES OF REGULAR MEETING
OF
REINVESTMENT ZONE NUMBER THIRTEEN**

October 16, 2019

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Phil C. Neisel	Chair
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Also present were: Anthony Lacsamana of Nightingale Interpreting Services; Clark Lord and Tiffany Ehmke of Bracewell LLP, legal counsel; Kyle Macy of Edminster Hinshaw Russ & Associates, (“Engineer”); Sherry Weesner of Principle Solutions, (“Administrator”); Cassandra Bacon of the Morton Accounting Services, (“Bookkeeper”). Members of the public were present and referenced on the attached sign in sheet, as Exhibit “A”.

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

MEETING RULES

Director Neisel reviewed the rules for the proper conduct of the Board meeting.

DETERMINE QUORUM; CALL TO ORDER

Director Neisel then noted that a quorum was present and called the meeting to order. He requested that the attendees introduce themselves.

PUBLIC COMMENT

The Board recognized Ms. Maddy Webster who works with Sawyer Yards and Mr. Henry Morris who works with Houston Bike Share (“BCycle”). Ms. Webster and Mr. Morris are working together to add more community biking stations and are interested in two locations to add biking stations within the boundaries of the Authority.

Mr. Morris stated that he would like to bring proposals for the Board's review and consideration at the next meeting.

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EXECUTIVE SESSION

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ITEMS FOR NEXT MEETING

There were no items mentioned for the next meeting.

Upon a motion brought by Director Card, seconded by Director Anello, the Board unanimously voted to adjourn the meeting.

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Meeting minutes were approved and executed on December 18, 2019.

Secretary

TAB 4.a.

**CITY OF HOUSTON TAX INCREMENT REINVESTMENT ZONE NO. 13/OLD SIXTH
WARD REDEVELOPMENT AUTHORITY
INFRASTRUCTURE
REIMBURSEMENT POLICY**

OBJECTIVE

The City of Houston Tax Increment Reinvestment Zone No. 13/Old Sixth Ward Redevelopment Authority (hereafter “Zone” or “TIRZ 13”) adopted a Project Plan and Reinvestment Zone Financing Plan for the purpose of financing the construction of public facilities and infrastructure necessary to catalyze residential and commercial development and redevelopment within the Zone boundaries. The objective of this policy is to define the conditions under which the Zone will consider reimbursement for specific public improvements built by a developer for the benefit of the public around a developer’s project within the boundaries of TIRZ 13.

HISTORY

The Houston City Council created the Zone in 1998 and it is funded by tax increment funds received from the City of Houston.

PROCEDURES AND GUIDELINES

Any developer that would like to pursue a potential reimbursement for proposed public improvements to be built around a proposed project within the Zone must submit a proposal for funding to the Projects and Planning Committee (hereafter “Committee”) of the TIRZ 13 Board of Directors (the “Board”). This proposal must be submitted to the Committee before an agreement will be considered.

All Proposals must include:

- The budget for the entire project, including realty, site preparation, engineering, construction, legal, or any other costs related to the project. This budget must include a line-item breakdown of the public infrastructure costs for which the request is being made.
- Developer financial statements evidencing capacity to complete the project and the developer’s financial need for reimbursement.
- Plans and Specifications for the project and any public improvements.
- Detailed description of public improvements for which reimbursement is sought.
- Drawings or photographs of the project and pro forma projections (if applicable).
- Description of developer’s experience in developing similar projects.
- Identification of the property benefited, and the increment expected.
- The developer’s proposal for reimbursement.
- Any business or personal relationships with Board members or consultants

Proposals will be reviewed by the Committee, and the Committee may request additional information from applicants. The Committee will present a recommendation to the Board. The recommendation will be to enter negotiations for an agreement or to reject the proposal. Developers will be notified of the date and time of the Board meeting at which the directors will consider the recommendation and determine if TIRZ 13 will proceed with negotiations. Following negotiations, the Committee will make a recommendation to the Board to accept or reject the negotiated development agreement. All parties will be notified of the date and time of the Board meeting at which the directors will consider the recommendation.

INFRASTRUCTURE DEVELOPMENT AGREEMENT TERMS

CRITERIA

**CITY OF HOUSTON TAX INCREMENT REINVESTMENT ZONE NO. 13/OLD SIXTH
WARD REDEVELOPMENT AUTHORITY
INFRASTRUCTURE
REIMBURSEMENT POLICY**

Criteria for consideration of potential development agreements are based on factors including, but not limited to:

- Importance of the public infrastructure project to the goals of the Zone's Project Plan; the Committee will only recommend projects that directly advance the goals of the Project Plan.
- Current or intended land use.
- Increment created.
- Potential of improvement to encourage other development or to improve the quality of life for residents and businesses in the Zone and the people of Houston.
- If the development is in a historic district the development must comply with the guidelines to be eligible for a potential development agreement.

TERMS

General Terms for potential development agreements include but are not limited to:

- Reimbursement using TIRZ 13 funds will only be considered for public infrastructure and affordable housing and will be approved on a case by case basis. TIRZ 13 will not entertain reimbursements outside of these categories.
- TIRZ 13 reserves the right to enter into a development agreement in its sole discretion.
- There is no implied requirement by TIRZ 13 to negotiate or enter into an agreement.
- TIRZ 13 does not pay any interest on funds to be reimbursed and will not borrow funds or issue bonds to reimburse developers.
- In the funding of development agreements, TIRZ 13 will commit no more than fifty percent (50%) of the net tax increment (after all required City fees and expenses have been paid) created by an applicant's approved project for the funding of the developer's approved development agreement.
- TIRZ 13 expressly reserves the right to require development, storm water, utility or traffic impact studies and any other studies for any project in which it is considering financial participation. The expenses for any study required by TIRZ 13 shall be reimbursable only if the project is approved and TIRZ 13 financial participation occurs.
- TIRZ 13 expressly reserves the right to require the developer to conduct public engagement meeting(s) regarding the project.
- Construction must not begin on the project or the public improvements before the development agreement is approved by the Board and the City of Houston. If a development agreement is approved, the parties to the agreement must complete the project in accordance with the terms and conditions of that development agreement and provide all required approvals, information and documents.
- It shall be the responsibility of the developer to provide TIRZ 13 with BEFORE, DURING, and AFTER photographs of the improvements, and grant TIRZ 13 the right to use these photographs for promotional and educational materials.
- All parties to any development agreement must agree to place a sign on said property denoting the TIRZ 13 financial contribution for the duration of construction of the project. The design of the sign will be provided by TIRZ 13.
- For those developments within a historic district, the development must comply with the guidelines.

RELEASE OF FUNDS

**CITY OF HOUSTON TAX INCREMENT REINVESTMENT ZONE NO. 13/OLD SIXTH
WARD REDEVELOPMENT AUTHORITY
INFRASTRUCTURE
REIMBURSEMENT POLICY**

No reimbursement funds will be released until:

- All documentation required under the terms of the development agreement has been received, reviewed and approved by the Committee.
- All work has been completed and approved/released by City of Houston and an inspection of the project has been done by TIRZ 13 or its consultant(s).
- If applicable, executed copies of any contract work guarantees shall be attached to the final inspection reports.
- Written request for payment, including invoices, release of liens, and other supporting documentation has been submitted to and approved by TIRZ 13.
- All other terms as detailed in the development agreement have been met.

INSURANCE

Developer will be required to maintain (or cause the developer's contractor to maintain) insurance coverage on the project during construction, in accordance with the terms and conditions of the development agreement.

TIRZ 13 RESERVES THE RIGHT TO MODIFY THIS POLICY AT THE SOLE DISCRETION OF THE BOARD.

TAB 4.b.

Old Sixth Ward Redevelopment Authority/TIRZ 13
Budget/Capital Improvement Plan Development Guidelines

The Board of Directors (“Board”) of the Old Sixth Ward Redevelopment Authority/TIRZ 13 develops an annual budget and five-year Capital Improvement Plan (“CIP”) each year. Development of the Budget and CIP involves evaluating current projects, the existing budget and CIP, available increment, potential projects and the potential benefits and costs of each project. The development process and timeline are described in these guidelines.

- November/December
 - The Project Committee of the Board reviews the existing CIP/budget.
 - The Project Committee reviews the existing Potential Projects List and recommends additions/deletions to the draft list to the Board.
 - The Potential Projects List is reviewed by the Board at the December meeting and the Board may recommend additions/deletions. After discussion and amendment, the Board approves a draft Potential Projects List.
 - After the December meeting, the Draft Potential Projects List is posted on the organization website with a request for input from the public. Input is directed to the TIRZ administrator.
- January/February
 - The Project Committee reviews all input and makes recommendations for changes to the draft Potential Projects List.
 - The Potential Projects List is reviewed by the Board at the February meeting. After discussion and amendment, the Board approves the updated list.
 - The Project Committee creates a draft of the project portion of the annual budget and 5-year CIP to discuss with the Board.
 - The Finance Committee creates a draft of the administrative portion of the annual budget to discuss with the Board.
 - The Draft CIP/budget is presented to the Board at the February meeting for input. After discussion and amendment, the Board approves a draft budget.
 - After the February meeting, the draft budget is posted on the organization website with a request for input from the public. Input is directed to the TIRZ administrator.
- March/April
 - The Project Committee reviews all input and makes recommendations for changes to project portion of the draft budget and CIP.
 - The Finance Committee reviews all administrative input and makes recommendations for changes to the administrative portion of the draft budget.
 - The draft budget and CIP recommendations are reviewed by the Board at the February meeting. After discussion and amendment, the Board approves the updated budget and CIP.
- May/June
 - The TIRZ administrator meets with representatives from the City of Houston’s Office of Economic Development and Houston Public Works to discuss the draft budget.

Old Sixth Ward Redevelopment Authority/TIRZ 13

Budget/Capital Improvement Plan Development Guidelines

- The Project Committee reviews City input and makes recommendations for changes.
- The Finance Committee reviews City input and makes recommendations for changes.
- The final budget and CIP is reviewed by the board at the June meeting. After discussion and amendment, the board approves the budget and CIP for submission to the City of Houston.

DRAFT

TAB 4.c.

Old Sixth Ward Redevelopment Authority/REINVESTMENT ZONE NO. 13, CITY OF HOUSTON, TEXAS GOVERNANCE GUIDELINES

These Governance Guidelines, including the Code of Ethics and Travel, Professional Services, and Management Policies (the "Guidelines") are adopted by the Board of Directors of Reinvestment Zone No. 13, City of Houston, Texas (the "Zone").

1.0 DEFINITIONS

Unless the context requires otherwise, the following terms and phrases used in the Guidelines and the Policies shall mean the following:

- (a) The term "Board" means the Board of Directors of the Zone.
- (b) The term "Director" means a person appointed to serve on the Board of Directors of the Zone.
- (c) The term "Zone Officials" means Zone Directors, officers, and employees.
- (d) The term "Employee" means any person employed by the Zone, but does not include independent contractors or professionals hired by the Zone as outside consultants.

The term "Records Administrator" means the director or other person responsible for maintaining the Zone's records.

2.0 CODE OF ETHICS

2.01. Purpose.

The Code of Ethics set forth in this Article II (the "Code of Ethics") has been adopted by the Zone for the following purposes: (1) to encourage high ethical standards of official conduct by Zone Officials; and (2) to establish guidelines for such ethical standards of conduct.

2.02. Policy.

It is the policy of the Zone that Zone Officials shall conduct themselves in a manner consistent with sound business and ethical practices; that the public interest shall always be considered in conducting Zone business; that the appearance of impropriety shall be avoided to ensure and maintain public confidence in the Zone; and that the Board shall control and manage the affairs of the Zone fairly, impartially, and without discrimination.

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2.03. Qualification of Directors.

A person shall not serve as a Director if he is disqualified by law from doing so. As of the date of adoption of this Code of Ethics, Section 311.009, Texas Tax Code, a copy of which is attached as Appendix "A," sets forth the qualifications for persons serving as directors of the Zone.

2.04. Conflicts of Interest.

- A. A Director must not participate in a vote or decision relating to a business entity or real property in which he has a substantial interest unless (i) he has complied with Section 2.04(B) and (ii) the action on the matter will not have a special economic effect on the business entity or the value of the real property distinguishable from the effect on the public, or the majority of the Directors are likewise required to and do comply with Section 2.04(B) on the same official action. A Director must not act as a surety under circumstances when to do so is prohibited by law. As of the date of adoption of this Code of Ethics, Chapter 171, Local Government Code, a copy of which is attached as Appendix "B," regulates conflicts of interest of Directors. Directors violating this Section may be subject to prosecution under Section 171.003, Local Government Code, as a Class A misdemeanor.
- B. A Director who has a substantial interest in any matter involving the business entity or real property shall disclose that fact to the other Directors by Affidavit. The Affidavit must be filed with the Secretary of the Board. An interested Director shall abstain from further participation in the matter as set forth in Section 2.04(A). See Appendix "B."
- C. The Board shall take a separate vote on any budget item specifically dedicated to a contract with a business entity in which a Director has a substantial interest. In the event of a separate vote, the Director may not participate in that separate vote, but may vote on a final budget if the Director has complied with this Section 2.04.
- D. As of the date of adoption of this Code of Ethics, Chapter 176, Local Government Code, a copy of which is attached as Appendix "C," requires the disclosure of certain relationships by Directors, vendors and certain prospective vendors to the Zone. A Director, vendor, or prospective vendor who has a relationship that requires disclosure under Chapter 176 shall disclose that relationship by completing the form prescribed by the Texas Ethics Commission and timely filing such form with the Records Administrator. A Director or vendor violating this Section may be subject to prosecution as a Class A, Class B, or Class C misdemeanor under Section 176.013, Local Government Code.
- E. Each Zone Official shall complete a Disclosure of Business/Personal Relationships

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Questionnaire, the form of which is attached as Appendix "D," on an annual basis. The Disclosure Questionnaire shall: (1) disclose all business or personal relationships between such Zone Official or any of his or her immediate family members, and any Vendor or such Vendor's agents, subsidiaries or affiliates, during the preceding 12 months; and (2) be delivered to the TIRZ Administrator within 15 days of the end of each completed fiscal year of the Zone. The TIRZ Administrator shall review all forms for completeness and deliver the completed forms to the Records Administrator within 15 days of receipt. Each Director's form shall be retained for a minimum of 5 years after the Director leaves the board.

2.05. Nepotism.

The Board shall comply with all anti-nepotism laws applicable to the Zone. As of the date of adoption of this Code of Ethics, Chapter 573, Texas Government Code, a copy of which is attached as Appendix "E," is the anti-nepotism law governing the Zone.

2.06. Acceptance of Gifts.

A Zone Official may not solicit, accept, or agree to accept any benefit from a person or business entity the Zone Official knows is interested in or likely to become interested in any contract, purchase, payment, claim, or transaction involving the exercise of the Zone Official's discretion, or any matter before the Board for any decision, opinion, recommendation, vote, or other exercise of discretion in carrying out his official acts for the Zone as prohibited by law. A Zone Official who receives an unsolicited benefit that the Zone Official is prohibited from accepting, may donate the benefit to a governmental entity that has the authority to accept the benefit or to a recognized tax exempt charitable organization formed for educational, religious or scientific purposes. As of the date of adoption of this Code of Ethics, Section 36.08, Texas Penal Code, a copy of which is attached as Appendix "F," prohibits gifts to public servants such as the Directors. This Section 2.07 does not apply to the acceptance of (i) an item with a value of less than \$50.00 (excluding cash or a negotiable instrument), and (ii) food, lodging, transportation, or entertainment accepted by the Director as a guest. See Section 36.10, Texas Penal Code, attached as Appendix "F." Violations of penal laws may subject Zone Officials to criminal prosecution. See Chapter 36, Texas Penal Code, attached as Appendix "E."

2.07. Bribery.

A Zone Official shall not intentionally or knowingly offer, confer, or agree to confer on another, or solicit, accept, or agree to accept from another, any benefit as consideration when to do so is prohibited by law. As of the date of adoption of this Code of Ethics, Section 36.02, Texas Penal Code, lists the offenses that are considered

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bribery when committed by Zone Officials. Violations of penal laws may subject a Zone Official to criminal prosecution. See Appendix "F."

2.08. Acceptance of Honoraria.

A Director shall not solicit, accept or agree to accept an honorarium as prohibited by law. As of the date of the adoption of this Code of Ethics, Section 36.07, Texas Penal Code, provides the circumstances in which a Director may not accept an honorarium. Violations of penal laws may subject a Zone Official to criminal prosecution. See Appendix "F."

2.09. Lobbying.

Should the Texas Ethics Commission by rule require any Zone Officials directly communicating with legislative or executive branch officials to register as lobbyists, Zone Officials shall comply with such rule. See Government Code, Section 305.0051 a copy of which is attached as Appendix "G."

The Zone shall not reimburse from Zone funds the expenses of any person in excess of \$50.00 for direct communications with a member of the legislative or executive branch unless the person being compensated resides in the Zone of the member with whom the person communicates or files a written statement which includes the person's name, the amount of compensation or reimbursement, and the name of the affected political subdivision with the Secretary of State. This provision does not apply to registered lobbyists, a full-time employee of the Zone or an elected or appointed Zone Official. See Government Code, Section 305.026, Appendix "H."

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3.0 TRAVEL EXPENDITURES POLICY

3.01. Purpose.

The Zone wishes to establish an equitable and reasonable policy for travel expenditures and for the reimbursement to Directors of actual expenses incurred by the Director while engaging in services for the Zone, including without limitation attendance at Zone Board meetings as well as at conferences, seminars, meetings (other than Board meetings), bid openings, and other educational gatherings relating to the purposes and functions of the Zone (collectively, "Conferences").

3.02. Conference Registration Expenses.

Registration expenses for all Board authorized Conferences shall be reimbursed in full to Directors.

3.03. Lodging and Meal Reimbursements.

Lodging and meal expenses incurred by the Director while attending Conferences or out of town meetings may be reimbursed by the Zone only to the extent that they are determined to be reasonable and necessary as determined by the Board and subject to any guidelines that may be issued by the Texas Ethics Commission. See Chapter 611, Texas Government Code, Appendix "I".

Upon a determination by the Board that such costs are reasonable and necessary, the costs of a hotel room at Conferences shall be reimbursed, including the cost of the room the night before the commencement of the Conference or out of town meeting and the night of the final meeting day of the Conference. Other reasonable and necessary expenses will be allowed, subject to approval by the Board and authorization under the Texas Ethics Commission Guidelines, as appropriate.

3.04. Transportation.

Reasonable and necessary mileage incurred by a Director in connection with travel to Conferences or out of town meetings shall be reimbursed at the per mile rate allowed by the Internal Revenue Service. Air travel costs to and from Conferences shall be reimbursed at the lowest direct flight available airfare for the Director only. A Director shall be reimbursed for the reasonable and necessary costs of transportation to and from the airport for the Director only, or for the cost of car rental at the location of the Conference, provided that mileage costs charged to the Zone shall include only mileage related to travel for Zone and Conference functions. Costs of parking at the

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hotel or Conference shall be reimbursed, including the day before and the morning after same. Reasonable and necessary costs of parking at the airport for the days of the Conference also may be reimbursed. See Appendix "I"

3.05. Verified Statement for Reimbursement of Expenditures.

In order to receive reimbursement for travel expenditures, each Director shall file with the Board a verified statement showing (i) the number of days actually spent in service to the Zone (i.e. the number of days actually spent attending Conferences); (ii) a general description of the duties performed for each day of service; and (iii) a detailed description of the related travel expenditures, together with all supporting receipts and invoices. The verified statement shall be submitted to the Zone's bookkeeper and the City of Houston, and payment for reimbursement of expenditures, to the extent they have been approved by the Board, shall be authorized by the Board at its next regularly scheduled meeting.

4.0 PROFESSIONAL SERVICES POLICY

4.01. Purpose.

This Professional Services policy has been adopted to provide for the selection, monitoring, review and evaluation of the Zone 's professional services contracts. Consultants retained by the Zone to provide professional services include, but are not limited to, legal, engineering, management, bookkeeping, auditing, and tax services. Selection of such consultants shall be based upon their qualifications and experience.

4.02. Periodic Review.

The performance of the consultants providing professional services to the Zone shall be regularly monitored and reviewed by the Board, and the Board may appoint a specific committee to provide such monitoring and review to the Board.

5.0 Management Policy

5.01. Purpose.

The Board desires to adopt a policy to ensure a better use of management information, including the use of budgets in planning and controlling costs, and the use of uniform reporting requirements.

5.02. Accounting and Audit records.

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Zone financial reports and audit records shall be prepared on a timely basis and maintained in an orderly basis, in conformity with generally accepted accounting principles and the requirements of the State Auditor. Such records shall be available for public inspection in the board materials posted on the Zones website. Board records will remain on the website for a period of 2 years. (Board materials prior to fiscal year 2020 are not posted).

5.03. Budget.

The Zone shall annually adopt a budget for use in planning and controlling Zone costs. Such budget shall take into consideration all Zone revenues, including, but not limited to, utility fees, standby fees, impact fees, maintenance taxes and surcharges, if any, and all projected Zone obligations and expenditures. The budget may be amended.

6.0 Miscellaneous

6.01. Attendance

Directors shall endeavor to attend all regularly scheduled board meeting and are expected to attend a minimum of 75% of all regularly scheduled board meetings. Directors shall also endeavor to attend the meetings of any board committee on which they serve. Attendance records are provided to the City of Houston at the end of each fiscal year.

6.02, Gender Any references herein to the masculine gender shall also refer to the feminine in all appropriate cases.

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Section 6.02. Open Meeting.

The Board officially finds, determines and declares that these Guidelines and Policies were reviewed, carefully considered, and adopted at a meeting of the Board, and that a sufficient written notice of the date, hour, place and subject of this meeting was posted at a place readily accessible and convenient to the public within the Zone and at a place convenient to the public with County for the time required by law preceding this meeting, as required by the Open Meetings Act, Chapter 551, Texas Government Code, and that this meeting had been open to the public as required by law at all times during which these Guidelines and Policies were discussed, considered and acted upon. The Board further ratifies, approves and confirms such written notice and the contents and posting thereof.

DRAFT

TAB 4.d.

Portable PA System

The prices listed are from Guitar Center (not on sale) These are not to exceed prices.

Option 1 – Round Numbers

Portable PA	400
4 Wired microphones	440
Desktop microphone Stands	129
Microphone Stand	55
Speaker Stand	120

Total	\$1,143
Contingency (20%)	230
Not to Exceed	\$1,373

Remaining question – insurance For Harbinger M 200 60 months \$120, 36 months \$80, 24 months \$70

Note: There is also a wireless microphone shown in this document. It can be added later if needed.

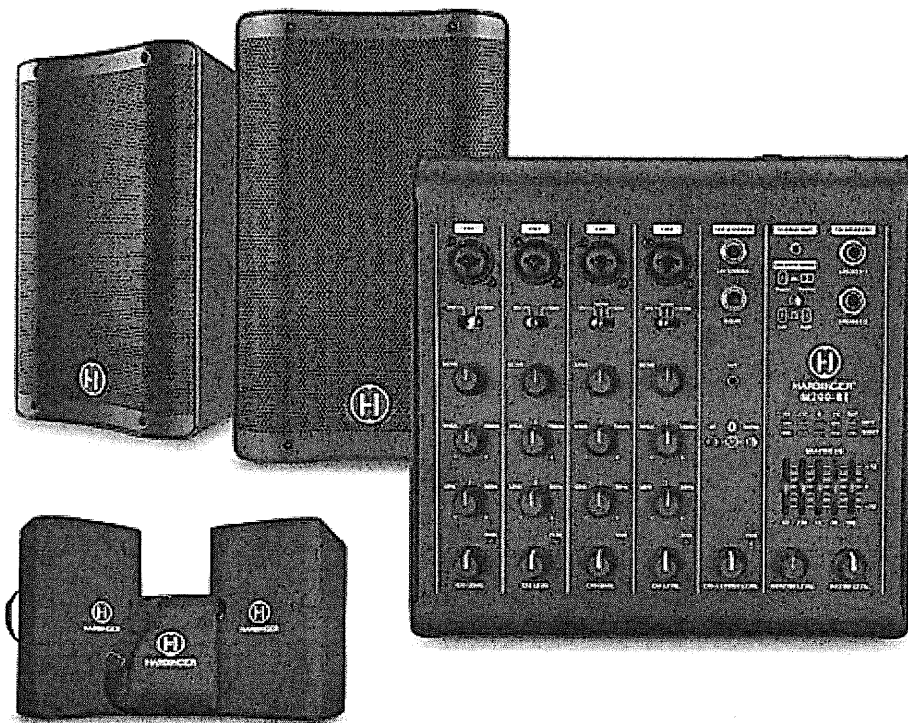
Note: MECA has secure space where we can store the equipment.

399.99

Harbinger M200-BT Portable PA with Bluetooth and Custom Carry Bags 10" Mains

Item #:

1500000277141 POS #:115438426



Product Description:

The Harbinger M200-BT Portable PA System delivers best-in-class sound for anyone looking for band-level capabilities in an easily transportable sound system. You can use 7 inputs at once, including 4 mic/line channels (including 2 with Guitar Inputs), High, Low and Echo controls on each channel, plus an overall 5-band graphic EQ.

Overview

The Harbinger M200-BT Portable PA System delivers best-in-class sound for anyone looking for band-level capabilities in an easily transportable sound system. You can use 7 inputs at once, including 4 mic/line channels (including 2 with Guitar Inputs), High, Low and Echo controls on each channel, plus an overall 5-band graphic EQ — plenty of input room for the entire band with tone sculpting precision for the best sound in any venue. The M200-BT provides 800 Watts of stereo power through 10" two-way speakers with full-frequency sound. To keep a tight check on sound levels, you'll find Peak, Power and Clip LEDs to help optimize your inputs and outputs. This system allows for a number of useful configurations, including audience-facing stereo, stage monitor plus audience, and pole mounting (poles not included). Plus, built-in Bluetooth® audio allows for cable-less connectivity to smartphones, tablets and computers. Other pro features include balanced stereo line inputs to ensure premium sound quality while accommodating additional input connections. The M200-BT includes custom carry bags for the speakers and mixer, making them easy to carry and keeping them safe in transport.

Features

7 Inputs at Once

- 4 Mic/Line Input Channels, 2 with Guitar Input Capability
- Stereo Balanced 1/4" Line Inputs
- Wireless Bluetooth® Audio Input
- Stereo Aux Input

Bluetooth® Audio

- Connect and stream music wirelessly
- Use with smartphone, computer, or any other Bluetooth audio source
- Less cabling minimizes wire clutter

Complete Portable System

- 2 High Quality Speaker Cabinets
- Powered Mixer with Versatile Inputs
- Speaker and Power Cables
- Custom Carry Bags

Versatile Capabilities

- Speakers can operate in stereo, free-standing, or on standard speaker stands (stands not included)
- Musicians and performers can use one speaker as a stage floor monitor while the other provides audience sound
- Stereo Out can be used as a record output, or to send sound to another sound system

Built to Travel

- Rugged molded PPE plastic speaker cabinets and mixer housing
- Steel speaker grilles and mixer panel
- Speaker bags with convenient hand straps
- Mixer bag with adjustable shoulder straps for hands-free transport
-

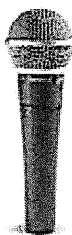
Specifications

Specifications

- Stereo 10-inch 2-Way Speaker Pair
- Powered 6-Channel Stereo Audio Mixer
- 4 Microphone Inputs with Echo FX
- Guitar, Stereo Line and Aux Inputs
- Bluetooth® Audio Input
- Full Frequency Response: 40-20KHz
- Max Output SPL: 126dB
- Peak Power: 800 Watts
- Custom Speakers: 10" Low Frequency Drivers + High Fidelity Compression Tweeters

\$110.00

Shure SM58 Microphone with Cable



Item #:

1300744185596 POS #:113709653



Product Description:

This microphone kit provides you with one of the world's most popular vocal mics, Shure's SM58, with a 20' Gear One XLR cable. Shure SM58 microphone The Shure SM58 unidirectional (cardioid)

Overview

This microphone kit provides you with one of the world's most popular vocal mics, Shure's SM58, with a 20' Gear One XLR cable.

Shure SM58 microphone

The Shure SM58 unidirectional (cardioid) dynamic vocal microphone is designed for professional vocal use in live performance, sound reinforcement, and studio recording. It has a tailored vocal response for a sound which is popular worldwide for singing or speeches. A highly effective, built-in spherical filter minimizes wind and breath "pop" noise. A cardioid pickup pattern isolates the main sound source while minimizing unwanted background noise.

Rugged construction, a proven shock-mount system, and a steel mesh grille ensure that even with rough handling, the Shure SM58 mic will perform consistently, outdoors or indoors.

Gear One Mic Cable

For serious-minded musicians, Gear One's XLR cables have the strength and durability to withstand more than everyday use. Since your cable is your sound, this XLR mic cable's superior wiring allows your signal to be quiet, eliminating frustrating hums, buzzing, and crackles.

Features

Shure SM58

- Performance tested, industry standard
- Uniform cardioid pickup pattern for maximum gain before feedback and excellent rejection of off-axis sound
- Tailored frequency response specifically shaped for vocals, with brightened midrange and bass roll off to control proximity effect
- Advanced pneumatic shock mount system that minimizes transmission of mechanical noise and vibration
- Steel-mesh grille and enamel-coated metal construction resist wear and abuse
- Effective built in pop-filter reduces undesirable wind and breathe noise
- Furnished with zippered storage bag and break-resistant stand adapter
- Extremely durable under the heaviest use
- Shure quality, ruggedness, and reliability

Gear One Mic Cable

- Sturdy construction for enhanced signal and performance
- Flexible mic cable design eliminates kinks and twists for a tangle-free performance in-studio and onstage

Specifications

Shure SM58

- Type: Dynamic (moving coil)
- Frequency Response: 50 to 15kHz
- Polar Pattern: Unidirectional (cardioid), rotationally symmetrical about microphone axis, uniform with frequency
- Sensitivity (at 1,000 Hz Open Circuit Voltage): -54.5 dBV/Pa (1.85 mV), 1 Pa = 94dB SPL
- Impedance: Rated impedance is 150 ohms (300 ohms actual) for connection to microphone inputs rated low impedance
- Polarity: Positive pressure on diaphragm produces positive voltage on pin 2 with respect to pin 3
- Connector: 3-pin professional audio connector (male XLR type)
- Case: Dark gray, enamel-painted, die-cast metal; matte-finished, silver, spherical steel mesh grille
- Overall dimensions: 6-3/8"L, 2"W
- Net weight: 298g (10.5oz.)

549.00

Shure BLX288/PG58 Dual-Channel Wireless System with Two PG58 Handheld Transmitters Band J10

Item #:

1362412921942 POS #: 108946005



Product Description:

The BLX288/PG58 system features Shure's dual-channel BLX88 receiver and a pair of BLX2 transmitters, each equipped with a Shure PG58 mic capsule. The transmitter features the popular PG58 mic capsule, a rugged and reliable ABS polymer chassis and frame, a 10 dB pad, an On/Off ergonomic push-button switch, and a single bi-color LED battery indicator... [Click To Read More About This Product](#)

Overview

The BLX288/PG58 system features Shure's dual-channel BLX88 receiver and a pair of BLX2 transmitters, each equipped with a Shure PG58 mic capsule. The transmitter features the popular PG58 mic capsule, a rugged and reliable ABS polymer chassis and frame, a 10 dB pad, an On/Off ergonomic push-button switch, and a single bi-color LED battery indicator. It has a rugged windscreen and has a comfortable size and shape. The receiver is a tabletop design with XLR and 1/4 in. outputs, and features one touch QuickScan technology, which examines the room and the available frequencies, and selects the best one.

Consumer Alert:

Most users do not need a license to operate this wireless microphone system. Nevertheless, operating this microphone system without a license is subject to certain restrictions: the system may not cause harmful interference; it must operate at a low power level (not in excess of 50 milliwatts); and it has no protection from interference received from any other device. Purchasers should also be aware that the FCC is currently evaluating use of wireless microphone systems, and these rules are subject to change. For more information, call the FCC at 1-888-CALL-FCC (TTY: 1-888-TELL-FCC) or visit the FCC's wireless microphone website at: www.fcc.gov/cgb/wirelessmicrophones.

Features

- Rugged handheld transmitter chassis
- Up to 12 compatible systems
- One touch QuickScan locates the best open frequency
- Power and battery status LED
- Quick and easy frequency matching

Specifications

General

- Analog or digital: Digital
- Frequency response: 50Hz – 15kHz
- Dynamic range: 100 dB
- Line of sight: 300 ft.

Receiver

- Channels: 12
- Bandwidth: 524 – 865 MHz
- Housing: Not specified
- Rackmountable: No
- Width: 2.5 in.
- Height: 4.3 in.
- Depth: .82 in.
- Weight: 2.6 oz.

Transmitter

- Type: Handheld
- # of transmitters 1
- Capsule: Dynamic
- Polar pattern: Cardioid
- Battery type: AA x 2
- Battery runtime: Up to 14 hr.
- Width: Not specified
- Height: Not specified
- Weight: Not specified

42.99

Proline MS112 Desktop Boom Mic Stand

Item #:

1274228076904 POS #:100623974



Product Description:

The MS112 Desktop Boom Mic Stand from ProLine safely and securely maintains the position you set for your microphone so you can capture the perfect sound. The low-profile boom stand is perfect for micing kick drums, amplifiers, etc. It features die-cast metal clutches and a heavy-duty die-cast base. 1 to 9 in. telescoping boom. 12 to 17 in. adjustable.

Overview

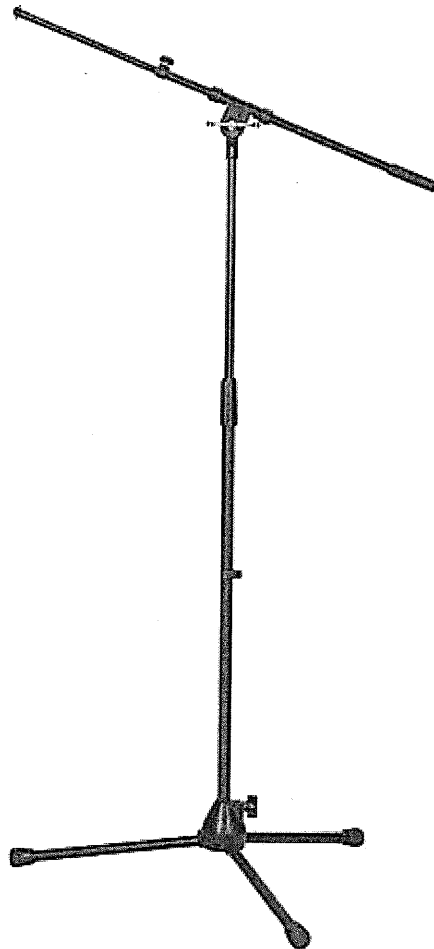
The MS112 Desktop Boom Mic Stand from ProLine safely and securely maintains the position you set for your microphone so you can capture the perfect sound. The low-profile boom stand is perfect for mic'ing kick drums, amplifiers, etc. It features die-cast metal clutches and a heavy-duty die-cast base. 1 to 9 in. telescoping boom. 12 to 17 in. adjustable height.

54.99

Proline Telescoping Boom Microphone Stand Black

Item #:

1500000211852 POS #:114242795



Product Description:

The Proline MS320TB Mic Stand with Telescopic Boom provides both live performers and studio musicians with an affordable, feature-rich stand for years of reliable use. Its 7lb weight ensures a secure foundation for heavier microphones while its 26" base spread mitigates accidental tips and knock overs. A die-cast clutch offers outstanding reliability

Overview

The Proline MS320TB Mic Stand with Telescopic Boom provides both live performers and studio musicians with an affordable, feature-rich stand for years of reliable use. Its 7lb weight ensures a secure foundation for heavier microphones while its 26" base spread mitigates accidental tips and knock overs. A die-cast clutch offers outstanding reliability over inferior plastic clutches, and its minimum-twist features means easier adjustments on the fly. The MS320TB's telescopic boom arm provides a 20" to 36" range for precise mic placement at all angles. Non-slip rubber feet reduce mic-stand creep and floor-vibration feedback. The steel construction and premium build quality means your MS320TB will last through years of heavy travel and usage.

Features

- Steel construction for years of service
- Die-cast steel clutch with minimum-twist control
- Robust 7 lb. weight for increased microphone stability
- 26" base spread mitigates accidental knock overs
- 36" to 64" stand height adjustment
- 20" to 36" telescopic boom arm adjustment
- Non-slip rubber feet prevent mic-stand creep

119.99

Proline Speaker Stand 2-Pack with Carrying Bag

Item #:

1500000211828 POS #:114242779



Product Description:

Proline SPS502 Speaker Stands provide active performers and sound teams with superior stability and easy transportation in a simple and affordable 2-pack. Ideal for bands, DJs, AV teams, schools and more, these tour-ready stands with steel bodies feature a huge 120 lb. load capacity to easily accommodate large speakers.

Overview

Proline SPS502 Speaker Stands provide active performers and sound teams with superior stability and easy transportation in a simple and affordable 2-pack. Ideal for bands, DJs, AV teams, schools and more, these tour-ready stands with steel bodies feature a huge 120 lb. load capacity to easily accommodate large speakers. And their lightweight aluminum shafts make them easy to move from event to event. The stands feature 11 adjustment holes offering precise speaker height placement, while their locking pins and locking shaft knobs ensure safe setups time after time. Plus, the generous, 8 mm padded ergonomic carrying bag makes transportation and storage quick and easy.

Features

- Two-Pack of speaker stands with carry bag
- 120 lb. load capacity for superior support
- Aluminum center shaft keeps weight to a minimum
- Steel body prevents flex for outstanding stability
- 11 adjustment holes for precise speaker height placement
- Locking pins and locking shaft turn knob ensures safe setups
- 8 mm padded ergonomic carry bag protects your investment

TAB 4.e.

Tax Increment Reinvestment Zone (TIRZ) #13 – Old Sixth Ward
Committee Report Form

Committee Name: Click or tap here to enter text. **Date of Meeting:** Click or tap to enter a date.

Chairperson: Click or tap here to enter text.

Attendees:

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

Points of Discussion:

Click or tap here to enter text.

Items for Board Consideration/Action:

Click or tap here to enter text.

_____ Chairperson

TAB 5.a.



TBPE No. F-726

10555 Westoffice Drive
Houston, Texas 77042
713.784.4500
EHRAinc.com

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

Date: Through December 10, 2019

Date of Board Meeting: December 18, 2019

Engineer: Kyle Macy, P.E.


Signature

Agenda Item 5, Projects and Engineering

A. Engineering Consultant's Report

i. Update on Dow School Park:

1. Dow Elementary Park is approximately 95% complete.

ACTION ITEM: Pay Application No. 6 included in invoices.

ii. Update Substitute Sanitary Sewer Connections, Phase 2B:

1. EHRA is coordinating with Texas Pride to confirm all work is complete.

ACTION ITEM: None at this time.

B. Discussion and Possible Action to repair 2 damaged Old Sixth Ward Historic District Signs

Williams Architectural Signage and Consulting LLC., as coordinated by EHRA, has provided a quote to replace the damaged pole at the intersection of Sawyer Street and Taylor Street. The quote also provides pricing to repair the damaged sign at Silver Street and Memorial Drive.

ACTION ITEM: Williams Architectural Signage and Consulting LLC quote to perform said work in the amount of \$5,433.00.

C. Discussion and Possible Action to accept TCEQ Grant for LID features on Hemphill

D. Discussion and Possible Action on Potential Projects List

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

TAB 5.b.

Williams Architectural Signage &
 Consulting LLC
 5002 Coral Gables Drive
 Houston TX 77069

Estimate

Date	Estimate #
11/5/2019	19-1017-1R1

Name / Address
Tax Increment Reinvestment Zone #13 Edminster, Hinshaw, Russ, and Associates 10555 Westoffice Drive Houston, TX 77042

				Project
				Damaged Dist ID Ta...
Description	Qty	U/M	Rate	Total
Remove damaged pole base Taylor @ Sawyer	0.25	ea	110.00	27.50
Remove sign panel from damaged pole and load	0.25	ea	110.00	27.50
Sawcut damaged pole, load, and recycle	0.5	ea	110.00	55.00
Remove damaged sign panel N. Memorial @ Silver	0.5	ea	110.00	55.00
Install sign panel from damaged pole on N. Memorial @ Silver pole	1	ea	110.00	110.00
Drivetime/tolls/fuel	1.5	ea	110.00	165.00
Sternberg Birmingham Series 18' straight fluted pole with integral base, aluminum, with custom mounting pads, powder coated semigloss black, #77-18-FP5/BCC/2-677PM/BK	1	ea	3,493.00	3,493.00
Estimated labor and materials to repair and reinstall damaged N. Memorial @ Silver sign panel on new pole and install assembly at Taylor @ Sawyer location. Estimate is a not-to-exceed price without approval.	1	ea	1,500.00	1,500.00
			Subtotal	\$5,433.00
			Sales Tax (8.25%)	\$0.00
			Total	\$5,433.00

TAB 5.d.

NOTE: Projects are listed in no particular order and are for discussion only. Projects may be added to the list in the future.

Short Term/Small Potential Projects					
Map Key	Project	Description	Cost	Duration	Notes
	Curb / Sidewalk Analysis	ADA / TDLR/ City Standards			
	Way Finding / Identification	Signs / Seasonal Disks			
	Sign Re-hab	Extending work North of Washington			
	Neighborhood Traffic Calming	Islands / Speed Tables and other improvements			Also could include landscaping and art
	Analysis of Crossings on Washington	Evaluate and Propose improvements to Crossings			
	Analysis of Crossings on Center Street	Evaluate and Propose improvements to Crossings			
	Reforestation Throughout TIRZ	Long Term Agreement with Trees for Houston?			
	Street Lighting Evaluation throughout Zone	Evaluate Street lighting thoughtout the zone for needed additions and replacement			
	Pedestrian Lighting evaluation throughout the zone	Evaluate Pedestrian Lighting throughout the zone for needed additions			
	Improve Acoustics in Room 102 at MECA	Room 102 has poor acoustics - investigate ceiling tiles or other methods to improve situation	\$10,000		

Short Term/Small Potential Projects					
Map Key	Project	Description	Cost	Duration	Notes
	Complete missing sidewalks	Sections of sidewalks are missing (for example Lubbock and State between Colorado and Trinity)			
	Plantings at Park for Humans and Dogs	Additional landscaping focused on hummingbirds and butterflies			
	Additional Dog Poop Bag Holders				
	Blue Tile Street Sign Restoration	Restoration of existing signs and inclusion of signs on street reconstruction projects			
	Complete Hydraulic Analysis of Zone	Complete Hydraulic Analysis of Zone	\$50-100,000		Complete Hydraulic Analysis of entire Zone and recommendations for improvements that would be the most impactful
	Complete Walk, Bike Transit Evaluation of Zone	Complete Walk, Bike Transit Evaluation of Zone	\$60,000		Evaluation of all facilities including ADA compliance and recommendations for improvements that would be the most impactful

NOTE: Projects are listed in no particular order and are for discussion only. Projects may be added to the list in the future.

Large Projects

Map Key	Project	Description	Cost	Duration	Notes
	Hemphill (Lubbock to Washington- 4 blocks)	Reconstruct roadside ditch streets to curb and gutter	\$1,250,000		Standard street and side walk construction Lubbock to Washington Options - (a) Rain Gardens (grant funded) (b) Bricks in intersections(12% increase) + Maintenance fee to City (c) brick streets (35% increase) + maintenance fee to City (d)Brick Sidewalks (\$50,000) + Maintenance fee to City
	Hemphill (Memorial Way to Lubbock)	Recondition or Reconstruct			Street is already curb and gutter and condition is fair. Pedestrian realm potential future project
	Hemphill (Washington to RR)	Recondition or Reconstruct			Street is already curb and gutter and condition is fair. Pedestrian realm potential future project
	Hemphill (Summer to Crocket - 1 block)	Reconstruct roadside ditch streets to curb and gutter	\$500,000		Standard street and side walk construction Options - (a) Bricks in intersections(12% increase) + Maintenance fee to City (b) brick streets (35% increase) + maintenance fee to City (c)Brick Sidewalks
	Henderson	Street and Sidewalk improvement			
	White	Street and Sidewalk improvement			
	Winter	Street and Sidewalk improvement			
	Edwards	Street and Sidewalk improvement			

Possible Capital Improvement Projects

June 4 2019

Large Projects					
Map Key	Project	Description	Cost	Duration	Notes
	Oliver	Street and Sidewalk improvement			
	Diesel	Street and Sidewalk improvement			
	Brashear	Street and Sidewalk improvement			
	Houston Avenue	Improvements to Pedestrian Realm to include Bike Facilities Per Bike Plan			Coordinate with planned City of Houston Project and NHHIP project
	Sawyer	Full range of potential improvements Memorial to Washington			Options -(1)Address pedestrian realm per Sawyer Master Plan developed and adopted by TIRZ (including possible bicycle improvements) - (- (3) Full reconstruction of Sawyer (could be phased) Note - Sawyer is included on City of Houston Bike Plan
	Sawyer	Full range of potential improvements Washington to RR including Intersections at Washington and Center	\$3,200,000		Full reconstruction including intersextions - does not include new storm water management requirements from Chapter 9 of the IDM and does not include any land Acquisiton
	Sawyer	Full range of potential improvements from RR to Crockett	\$3,700,000		Full reconstruction including intersextions - does not include new storm water management requirements from Chapter 9 of the IDM and does not include any land Acquisiton

Possible Capital Improvement Projects

June 4 2019

Large Projects					
Map Key	Project	Description	Cost	Duration	Notes
	Sawyer	Restriping	\$250,000		restripe all or a portion of Sawyer between Washington Ave. and Crocket to include turn lane
	Taylor	Reconstruct roadside ditch streets to curb and gutter			Options - Standard Pavement or Bricks in intersections or brick streets/Brick or Standard Sidewalks
	Union	Reconstruct roadside ditch streets to curb and gutter	\$1,663,200- \$2,148,300		Cost for 3 Blocks -Options - Standard Pavement or Bricks in intersections or brick streets/Brick or Standard Sidewalks
	Decatur	Reconstruct roadside ditch streets to curb and gutter	\$2,217,600- \$2,864,400		Cost for 4 Blocks - Options - Standard Pavement or Bricks in intersections or brick streets/Brick or Standard Sidewalks
	Kane	Reconstruct roadside ditch streets to curb and gutter	\$1,108,800- \$1,432,200		Cost for 2 Blocks -Options - Standard Pavement or Bricks in intersections or brick streets/Brick or Standard Sidewalks
	Lubbock	Reconstruct roadside ditch streets to curb and gutter	\$1,663,200- \$2,148,300		Cost for 3 Blocks - Options - Standard Pavement or Bricks in intersections or brick streets/Brick or Standard Sidewalks
	State	Reconstruct roadside ditch streets to curb and gutter with Brick	\$1,108,800- \$1,432,200		Cost for 2 Blocks - Options - Standard Pavement or Bricks in intersections or brick streets/Brick or Standard Sidewalks
	ADA/Pedestrian Improvements in Entire Zaone	Identify remaining pedestrian areas in Zone that do not meet current ADA/TDLR/City Standard			Potential project or improvements included in other street projects

Large Projects					
Map Key	Project	Description	Cost	Duration	Notes
	Crossings on Washington	Strategic Improvements to Crossings on Washington for Bicycle and Pedestrian Safety	\$120,000		Improve pedestrian access at 2 locations on Washington. Provide pedestrian refuge (raised median with crosswalk striping and pedestrian LED's/flashing beacon/lighted pavement, or other pedestrian warning items. Preliminary discussions with HPW indicate interest in identifying options
	Crossings on Center	Strategic Improvements to Crossings on Center for Bicycle and Pedestrian Safety			
	Center	Improvements to Center Street Note - Center is included in the City of Houston Bike Plan			Options include: a. pedestrian safety improvements; b. stormwater/utility improvements; c. repair and overlay; d. complete reconstruction; e. bike facilities
	Silver(Memorial to Washington)	Improvements to Silver Street Note - Silver is included in the City of Houston Bike Plan	\$675,000		Refurbish with Mill and Overlay - Remove curb and replace with Monolithic Curb(replace mosaic street names), replace 6 B-inlets with minimum standard and investigate storm water infrastructure, replace driveway aprons, replace or build ramps, Restripe street with bike lane and all cross walks and stop bars - further inspection required to confirm that mill and overlay is adequate for street
	Silver (Washington to RR)	Reconstruction Washington to RR	\$1,400,000		Reconstruction due to condition, no insection work at Washington, crossing at RR not included

Large Projects					
Map Key	Project	Description	Cost	Duration	Notes
	Summer Street	Reconstruction			Options include: a. Improvements of existing sections; b. complete reconstruction of existing sections; continuous street
	Summer Street	extension of Summer Street	\$2,000,000		extension of summer from Oliver to existing street - Cost estimate includes no land acquisition
	Bike Facilities	Washington Ave			
	Washington Avenue	Hardscape and Sidewalks (Pedestrian Realm) consistent with Washington Venue Plan developed and adopted by the TIRZ - all blocks. Phase I to be a 4 block section of Washington.	\$4,301,000		17 Blocks - Phase I is roughly 4 blocks - In CIP Options: a. Street improvement; b. street reconstruction; c. pedestrian crossing improvements
	Street Lighting Evaluation throughout Zone	Add and/or replace street lighting (Cobras) throughout the zone			Free Standing street lights - Lights mounted on wooden poles are part of existing CIP project
	Pedestrian Lighting throughout the zone	Add and/or replace pedestrian lighting throughout the Zone			

Large Projects					
Map Key	Project	Description	Cost	Duration	Notes
	Pedestrian Crossing at Memorial Way	It is difficult for pedestrians to cross at Memorial Way - there may be several ways to improve access			
	Bury Power Lines				\$700/\$1000/foot estimated - alternative - better tree trimming program
	Improve Storm Drainage system throughout the zone				Inlet placement/drainage - identify missing roadside ditches
	Mitigation of leaves/dirt where sidewalks and streets come together				
	Traffic Improvements at Silver Triangle Park on Memorial including possible road closure				
	Improvements to Dow School Park	Improvements to Park to include improved play areas, pavilion and seating			In CIP - Expected Start - May 2019
	Sabine Street Reconstruction	Street and Sidewalk Reconstruction			In CIP - Expected completion - April 2019
	Memorial Silver Triange Park - Art Bench		\$30,000		In CIP
	Residential Sewer rehabilitation				in CIP - Expected completion 2019
	Oliver Street Localized Flooding Issue	Rework storm water flow under UP line at north end of Oliver	\$200,000		Plug number

Large Projects					
Map Key	Project	Description	Cost	Duration	Notes
	North Memorial Way	Street and Sidewalk improvement			
	Trinity	Street and Sidewalk improvement			
	Colorado	Street and Sidewalk improvement			
	Bismark	Street and Sidewalk improvement			
	Ash	Street and Sidewalk improvement			
	Dewey	Street and Sidewalk improvement			
	Johnson	Street and Sidewalk improvement			
	National	Street and Sidewalk improvement			

NOTES:

Estimates shall not be issued for construction. It is for budgeting purposes only at a feasibility level.

TAB 6.a.



**Monthly Financial Report Summary
December Board Meeting
Wednesday, December 18, 2019**

At the beginning of October, the Old Sixth Ward Redevelopment Authority (OSWRA) beginning Operating Fund Balance was \$2,333,379. During the month, OSWRA received 100% of its income from money market interest (\$6,170). OSWRA processed \$279,126 in disbursements during the period. 94% of the disbursement related to payments to Millis Development (\$185,964) for the CIP Project – Dow Park and to Williams Arch Signage for street sign refurbishment (\$75,561). The ending balance as of month end November 30, 2019 was \$2,060,423.

The invoices pending approval total \$56,621. See attached “Unpaid Bills Detail” Reports on page 3. \$50,000 needs to be transferred, to the Operating Account to cover the pending invoices.

Capital Improvement Project spending for the period totaled \$346,835. The funds were mainly spent towards the Dow School Park project. See page 4 for the “Capital Projects Detail” Reports.

Cash Basis

OLD SIXTH WARD REDEVELOPMENT AUTHORITY
General Operating Fund
As of November 30, 2019

BEGINNING BALANCE : **\$ 2,333,378.82**

REVENUE

Money Market	346.29	Interest
Texas Class Investment	3,045.66	Interest
Money Market	179.65	Interest
Texas Class Investment	2,598.64	Interest

Total Revenue 6,170.24

DISBURSEMENTS

2500	Asakura Robinson Company	2,505.60
2501	Bracewell & Giuliani	6,813.25
2502	Edminster Hinshaw Russ	1,017.06
2505	The Morton Acct Services	1,204.95
2503	Millis Development	185,963.64
2504	SMW Principle Solutions	6,060.60
2506	Williams Arch Signage	75,560.63

Total Disbursements 279,125.73

ENDING BALANCE : **\$ 2,060,423.33**

	Interest Rate	November 30, 2019 Balance
LOCATION OF ASSETS		
Prosperity Bank Operating		50,141.67
Prosperity Money Market Account	1.500%	145,893.13
Texas Class Investment	1.70%	1,864,388.53
Total Account Balance		\$ <u><u>2,060,423.33</u></u>

Old Sixth Ward Redevelopment Authority
Unpaid Bills Detail
As of December 12, 2019

Type	Date	Num	Memo	Due Date	Open Balance
Bracewell LLP					
Bill	11/30/2019	21868565	General Legal through November 30, 2019	12/10/2019	500.00
Bill	11/30/2019	21868564	Admin- Meeting through November 30, 2019	12/10/2019	594.00
Total Bracewell LLP					1,094.00
Edminster Hinshaw Russ & Associates Inc					
Bill	11/21/2019	80620	General Engineering Consultant - \$20,000	12/01/2019	851.25
Total Edminster Hinshaw Russ & Associates Inc					851.25
Millis Development & Construction LLC					
Bill	11/30/2019	Pay Request 6 Dow	Contract - \$859,151.18 -Apr 2019 (w/Change Ord. \$...	12/10/2019	46,206.03
Total Millis Development & Construction LLC					46,206.03
SMW Principle Solutions, Inc.					
Bill	11/30/2019	1232	Administrative Consulting November 2019	12/10/2019	6,058.61
Total SMW Principle Solutions, Inc.					6,058.61
The Morton Accounting Services					
Bill	11/30/2019	1976	October and November CPA Services	12/15/2019	2,411.35
Total The Morton Accounting Services					2,411.35
TOTAL					56,621.24

**Old Sixth Ward Redevelopment Authority
Capital Projects Detail**

Accrual Basis

October through November 2019

Type	Date	Num	Name	Memo	Amount
Capital Improvement Project					
T-1313 Dow School Park					
Bill	10/01/2019	19-9184	Tolunay-Wong Engineers, Inc.	Dow Elementary Engineer Consultant	2,439.00
Bill	10/31/2019	OSW1801-09	Asakura Robinson Company LLC	Dow School Park Phase - Construction	6,264.00
Bill	10/31/2019	1228	SMW Principle Solutions, Inc.	October 2019 Consulting	1,537.50
Bill	10/31/2019	Pay Request 5 ...	Millis Development & Construction LLC	Contract - \$859,151.18 -Apr 2019 (w/Change Ord. \$928,986.55)	288,775.69
Bill	11/30/2019	1232	SMW Principle Solutions, Inc.	November 2019 Consulting	1,162.50
Bill	11/30/2019	Pay Request 6 ...	Millis Development & Construction LLC	Contract - \$859,151.18 -Apr 2019 (w/Change Ord. \$928,986.55)	46,206.03
Total T-1313 Dow School Park					346,384.72
T-1319 Sawyer St Reconstruction					
Bill	10/31/2019	1228	SMW Principle Solutions, Inc.	October 2019 Consulting	450.00
Total T-1319 Sawyer St Reconstruction					450.00
Total Capital Improvement Project					346,834.72
TOTAL					346,834.72

Old Sixth Ward Redevelopment Authority
BUDGET TO ACTUAL
 5 Months Ended Nov 30, 2019

	Nov 30, 2019 Actual	Nov 30, 2019 Budget	Variance	% of Budget
Revenue				
COH TIRZ Increment	\$ 0.00	\$ 1,179,052.00	\$ (1,179,052.00)	0.00 %
Grant Proceeds	90,000.00	90,000.00	0.00	100.00 %
HISD TIRZ Increment	0.00	82,193.00	(82,193.00)	0.00 %
Interest Income - City TIRZ Fun	0.00	784.00	(784.00)	0.00 %
Interest Income Money Market	13,969.93	5,500.00	8,469.93	254.00 %
Total Revenue	103,969.93	1,357,529.00	(1,253,559.07)	7.66 %
Capital Improvement Project				
T-1304 Sanitary Sewer Rehab	0.00	150,000.00	(150,000.00)	0.00 %
T-1307 Historic Sabine Street	0.00	10,000.00	(10,000.00)	0.00 %
T-1310 Hemphill Road	562.50	60,000.00	(59,437.50)	0.94 %
T-1312 Sustainable Streetscapes	5,700.00	20,000.00	(14,300.00)	28.50 %
T-1313 Dow School Park	750,267.52	1,100,000.00	(349,732.48)	68.21 %
T-1314 Sawyer Streetscape	0.00	80,000.00	(80,000.00)	0.00 %
T-1319 Sawyer St Reconstruction	1,762.50	0.00	1,762.50	
T-1321 Memorial Silver Triangle	0.00	30,000.00	(30,000.00)	0.00 %
T-1323 Traffic Sign Replacement	75,598.13	0.00	75,598.13	
T-1320 Pedestrian Crossing Wash	0.00	180,000.00	(180,000.00)	0.00 %
Total Capital Improvement Project	833,890.65	1,630,000.00	(796,109.35)	51.16 %
Gross Profit	(729,920.72)	(272,471.00)	(457,449.72)	267.89 %
Operating Expenses				
Interest Expense	0.00	97,720.00	(97,720.00)	0.00 %
Municipal Services Costs	0.00	142,891.00	(142,891.00)	0.00 %
Program and Project Consultatnt				
Engineering Consultant	7,890.81	25,000.00	(17,109.19)	31.56 %
Legal Fees	4,188.25	25,000.00	(20,811.75)	16.75 %
Program Consultant	0.00	20,000.00	(20,000.00)	0.00 %
Tax Consultants	1,932.00	2,000.00	(68.00)	96.60 %
TIRZ Administration & Overhead				
Accounting Fees	6,937.00	15,000.00	(8,063.00)	46.25 %
Administration Consultant	37,593.54	100,000.00	(62,406.46)	37.59 %
Audit Fees	7,800.00	8,500.00	(700.00)	91.76 %
Insurance Expense	0.00	2,250.00	(2,250.00)	0.00 %
Office Expenses	1,253.75	7,000.00	(5,746.25)	17.91 %
Total Operating Expenses	67,595.35	445,361.00	(377,765.65)	15.18 %
Operating Income (Loss)	(797,516.07)	(717,832.00)	(79,684.07)	111.10 %
Other Income				
Other Income	100.00	0.00	100.00	
Total Other Income	100.00	0.00	100.00	
Net Income (Loss)	(797,416.07)	(717,832.00)	(79,584.07)	111.09 %

Old Sixth Ward Redevelopment Authority
BALANCE SHEET
Nov 30, 2019 and 2018

Assets				
	2019	2018	Variance	%
Current Assets				
Prosperity Money Market	\$ 145,893.13	\$ 2,600,061.79	\$ (2,454,168.66)	(94.39)%
Prosperity Operating Account	50,141.67	4,000.00	46,141.67	1,153.54 %
Texas Class Investment Acct 781	1,864,388.53	0.00	1,864,388.53	0.00 %
Accounts Receivable	90,000.00	0.00	90,000.00	0.00 %
Prepaid Insurance	<u>1,376.25</u>	<u>1,474.16</u>	<u>(97.91)</u>	<u>(6.64)%</u>
Total Current Assets	2,151,799.58	2,605,535.95	(453,736.37)	(17.41)%
Total Assets	<u>\$ 2,151,799.58</u>	<u>\$ 2,605,535.95</u>	<u>\$ (453,736.37)</u>	<u>(17.41)%</u>

Liabilities and Stockholders' Equity				
	2019	2018	Variance	%
Current Liabilities				
Accounts Payable	\$ 371,090.43	\$ 49,761.93	\$ 321,328.50	645.73 %
Cert Of Obligation Current Prin	150,000.00	140,000.00	10,000.00	7.14 %
Cert of Obligation Int Accrual	32,573.52	35,139.76	(2,566.24)	(7.30)%
Retainage Payable	<u>32,014.31</u>	<u>103,868.00</u>	<u>(71,853.69)</u>	<u>(69.18)%</u>
Total Current Liabilities	585,678.26	328,769.69	256,908.57	78.14 %
Long-Term Liabilities				
Certificate of Obligation	<u>1,626,715.00</u>	<u>1,776,715.00</u>	<u>(150,000.00)</u>	<u>(8.44)%</u>
Total Long-Term Liabilities	<u>1,626,715.00</u>	<u>1,776,715.00</u>	<u>(150,000.00)</u>	<u>(8.44)%</u>
Total Liabilities	2,212,393.26	2,105,484.69	106,908.57	5.08 %
Stockholders' Equity				
Fund Balance	(1,947,125.65)	(1,947,125.65)	0.00	0.00 %
Unrestricted Net Assets	2,684,210.72	3,298,058.98	(613,848.26)	(18.61)%
Net Income	<u>(797,678.75)</u>	<u>(850,882.07)</u>	<u>53,203.32</u>	<u>(6.25)%</u>
Total Stockholders' Equity	<u>(60,593.68)</u>	<u>500,051.26</u>	<u>(560,644.94)</u>	<u>(112.12)%</u>
Total Liabilities and Stockholders' Equity	<u>\$ 2,151,799.58</u>	<u>\$ 2,605,535.95</u>	<u>\$ (453,736.37)</u>	<u>(17.41)%</u>

Old Sixth Ward Redevelopment Authority
Profit & Loss Detail
 July through November 2019

Type	Date	Num	Name	Memo	Amount
Ordinary Income/Expense					
Income					
Grant Proceeds					
Invoice	08/21/2019	3	City of Houston.	City of Houston and Old Sixth Ward RA Interlocal agreeme...	90,000.00
Total Grant Proceeds					90,000.00
Interest Income Money Market					
Deposit	07/31/2019			Interest	2,023.02
Deposit	07/31/2019			Interest	44.08
Deposit	07/31/2019			Interest	904.77
Deposit	08/31/2019			Interest	1,868.63
Deposit	08/31/2019			Interest	537.29
Deposit	08/31/2019			Interest	147.67
Deposit	09/30/2019			Interest	0.01
Deposit	09/30/2019			Interest	26.85
Deposit	09/30/2019			Interest	486.45
Deposit	09/30/2019			Interest	1,760.92
Deposit	10/31/2019			Interest	346.29
Deposit	10/31/2019			Interest	3,045.66
Deposit	11/30/2019			Interest	2,598.64
Deposit	11/30/2019			Interest	179.65
Total Interest Income Money Market					13,969.93
Total Income					103,969.93
Cost of Goods Sold					
Capital Improvement Project					
T-1310 Hemphill Road					
Bill	07/31/2019	1205	SMW Principle Solutions, Inc.	July 2019 Consulting	562.50
Total T-1310 Hemphill Road					562.50
T-1312 Sustainable Streetscapes					
Bill	08/01/2019	1160	Trees for Houston	Watering of 60 trees at Sawyer Ave for 2019	5,700.00
Total T-1312 Sustainable Streetscapes					5,700.00
T-1313 Dow School Park					
Bill	07/19/2019	19-7014	Tolunay-Wong Engineers, Inc.	Dow Elementary Engineer Consultant	1,610.00
Bill	07/31/2019	Pay Requ...	Millis Development & Construction LLC	Contract - \$859,151.18 -Apr 2019	82,360.08
Bill	07/31/2019	OSW180...	Asakura Robinson Company LLC	Dow School Park Phase - Construction	8,948.40
Bill	07/31/2019	1205	SMW Principle Solutions, Inc.	July 2019 Consulting	1,875.00
Bill	08/20/2019	79365	Edminster Hinshaw Russ & Associate...	Through 8.19.19 (99.53%)	5,069.44
Bill	08/27/2019	4891335-00	Facility Solutions Group Inc.	Lighting Design - Dow Elementary Park	3,000.00
Bill	08/31/2019	Pay Requ...	Millis Development & Construction LLC	Contract - \$859,151.18 -Apr 2019 (w/Change Ord. \$928,98...	104,140.24
Bill	08/31/2019	OSW180...	Asakura Robinson Company LLC	Dow School Park Phase - Construction	3,758.40
Bill	08/31/2019	19-8218	Tolunay-Wong Engineers, Inc.	Dow Elementary Engineer Consultant	2,064.50
Bill	08/31/2019	1214	SMW Principle Solutions, Inc.	August 2019 Consulting	1,350.00
Bill	09/30/2019	OSW180...	Asakura Robinson Company LLC	Dow School Park Phase - Construction	2,505.60
Bill	09/30/2019	Pay Requ...	Millis Development & Construction LLC	Contract - \$859,151.18 -Apr 2019 (w/Change Ord. \$928,98...	185,963.64
Bill	09/30/2019	1219	SMW Principle Solutions, Inc.	September 2019 Consulting	1,237.50
Bill	10/01/2019	19-9184	Tolunay-Wong Engineers, Inc.	Dow Elementary Engineer Consultant	2,439.00
Bill	10/31/2019	OSW180...	Asakura Robinson Company LLC	Dow School Park Phase - Construction	6,264.00
Bill	10/31/2019	1228	SMW Principle Solutions, Inc.	October 2019 Consulting	1,537.50
Bill	10/31/2019	Pay Requ...	Millis Development & Construction LLC	Contract - \$859,151.18 -Apr 2019 (w/Change Ord. \$928,98...	288,775.69
Bill	11/30/2019	1232	SMW Principle Solutions, Inc.	November 2019 Consulting	1,162.50
Bill	11/30/2019	Pay Requ...	Millis Development & Construction LLC	Contract - \$859,151.18 -Apr 2019 (w/Change Ord. \$928,98...	46,206.03
Total T-1313 Dow School Park					750,267.52
T-1318 Traffic Sign Rehab					
Bill	09/04/2019	116	Williams Arch. Signage & Consulting ...	Street Sign Refurbish - Phase 4	75,560.63
Total T-1318 Traffic Sign Rehab					75,560.63
T-1319 Sawyer St Reconstruction					
Bill	08/31/2019	1214	SMW Principle Solutions, Inc.	August 2019 Consulting	825.00
Bill	09/30/2019	1219	SMW Principle Solutions, Inc.	September 2019 Consulting	487.50
Bill	10/31/2019	1228	SMW Principle Solutions, Inc.	October 2019 Consulting	450.00
Total T-1319 Sawyer St Reconstruction					1,762.50

Old Sixth Ward Redevelopment Authority
Profit & Loss Detail
 July through November 2019

Type	Date	Num	Name	Memo	Amount
Capital Improvement Project - Other					
Bill	07/31/2019	1205	SMW Principle Solutions, Inc.	July 2019 Consulting - Signage T-1323	37.50
Total Capital Improvement Project - Other					37.50
Total Capital Improvement Project					833,890.65
Total COGS					833,890.65
Gross Profit					-729,920.72
Expense					
Program and Project Consultatnt					
Engineering Consultant					
Bill	08/20/2019	79366	Edminster Hinshaw Russ & Associate...	Through 8.1919 (99.69%)	2,170.00
Bill	08/20/2019	79367	Edminster Hinshaw Russ & Associate...	Through 8.19.19	1,782.50
Bill	09/18/2019	79740	Edminster Hinshaw Russ & Associate...	Through 9.16.19 (13.80% Complete)	1,017.06
Bill	10/24/2019	80213	Edminster Hinshaw Russ & Associate...	Through 10.21.19 (24.15% Complete)	2,070.00
Bill	11/21/2019	80620	Edminster Hinshaw Russ & Associate...	Through 11.18.19 (28.41% Complete)	851.25
Total Engineering Consultant					7,890.81
Legal Fees					
Bill	08/31/2019	21859638	Bracewell LLP	General Legal through August 31, 2019	600.00
Bill	09/30/2019	21862297	Bracewell LLP	General Legal through September 30, 2019	1,488.25
Bill	10/31/2019	21866083	Bracewell LLP	General Legal through October 31, 2019	1,600.00
Bill	11/30/2019	21868565	Bracewell LLP	General Legal through November 30, 2019	500.00
Total Legal Fees					4,188.25
Tax Consultants					
Bill	07/01/2019	54186	Equi-Tax, Inc.	July 2019 - June 30, 2020	1,932.00
Total Tax Consultants					1,932.00
Total Program and Project Consultatnt					14,011.06
TIRZ Administration & Overhead					
Accounting Fees					
Bill	07/31/2019	1933	The Morton Accounting Services	July Accounting	2,112.40
Bill	08/31/2019	1934	The Morton Accounting Services	August Accounting	1,208.30
Bill	09/30/2019	1942	The Morton Accounting Services	September CPA Services	1,204.95
Bill	11/30/2019	1976	The Morton Accounting Services	October and November CPA Services	2,411.35
Total Accounting Fees					6,937.00
Administration Consultant					
Bill	07/31/2019	21856920	Bracewell LLP	Admin- Meeting through July 31, 2019	3,692.00
Bill	07/31/2019	1205	SMW Principle Solutions, Inc.	Administrative Consulting July 2019	3,525.00
Bill	07/31/2019	1205	SMW Principle Solutions, Inc.	July 2019 - Reimbursable Expense	22.70
Bill	07/31/2019	1205	SMW Principle Solutions, Inc.	July 2019 - Mileage Reimbursement	22.97
Bill	08/31/2019	21859637	Bracewell LLP	Admin- Meeting through August 31, 2019	710.00
Bill	08/31/2019	1214	SMW Principle Solutions, Inc.	Administrative Consulting August 2019	3,825.00
Bill	08/31/2019	1214	SMW Principle Solutions, Inc.	August 2019 - Mileage Reimbursement	18.56
Bill	08/31/2019	1214	SMW Principle Solutions, Inc.	August 2019 - Reimbursable Expense	12.00
Bill	09/30/2019	1219	SMW Principle Solutions, Inc.	Administrative Consulting September 2019	4,275.00
Bill	09/30/2019	1219	SMW Principle Solutions, Inc.	September 2019 - Mileage Reimbursement	29.46
Bill	09/30/2019	1219	SMW Principle Solutions, Inc.	September 2019 - Reimbursable Expense	31.14
Bill	09/30/2019	21862286	Bracewell LLP	Admin- Meeting through September 30, 2019	5,325.00
Bill	10/31/2019	21866157	Bracewell LLP	Admin- Meeting through October 31, 2019	5,609.00
Bill	10/31/2019	1228	SMW Principle Solutions, Inc.	October 2019 Consulting	4,987.50
Bill	10/31/2019	1228	SMW Principle Solutions, Inc.	October 2019 - Mileage Reimbursement	18.10
Bill	11/30/2019	21868564	Bracewell LLP	Admin- Meeting through November 30, 2019	594.00
Bill	11/30/2019	1232	SMW Principle Solutions, Inc.	November 2019 Consulting	4,875.00
Bill	11/30/2019	1232	SMW Principle Solutions, Inc.	November 2019 - Mileage Reimbursement	21.11
Total Administration Consultant					37,593.54
Audit Fees					
Bill	09/11/2019	16747401	Carr Riggs & Ingram LLC	2019 Audit - 94-02285	7,800.00
Total Audit Fees					7,800.00
Office Expenses					
Bill	08/31/2019	150	Sabota Writing & Communications, LLC	General Communications Support July and August 2019	446.25
Bill	10/31/2019	2019-09-14	The Captioning Company Inc.	Captioning Transcript Services - Sept 25, 2019	402.50
Bill	10/31/2019	24126	Nightingale Interpreting Services	Meeting Interpreter 10/16/19	405.00
Total Office Expenses					1,253.75
Total TIRZ Administration & Overhead					53,584.29

Old Sixth Ward Redevelopment Authority
Profit & Loss Detail
 July through November 2019

Type	Date	Num	Name	Memo	Amount
Utilities					
Bill	09/01/2019	Inv 13806...	City of Houston - Encroachment	2020 Fee	262.68
Total Utilities					262.68
Total Expense					67,858.03
Net Ordinary Income					-797,778.75
Other Income/Expense					
Other Income					
Other Income					
Deposit	08/15/2019			Open Records Request Deposit	100.00
Total Other Income					100.00
Total Other Income					100.00
Net Other Income					100.00
Net Income					-797,678.75

Old Sixth Ward Redevelopment Authority
Unpaid Bills Detail
As of November 19, 2019

Type	Date	Num	Memo	Due Date	Open Balance
Asakura Robinson Company LLC					
Bill	10/31/2019	OSW1801-09	Dow School Park Phase - Construction	11/10/2019	6,264.00
Total Asakura Robinson Company LLC					6,264.00
Bracewell LLP					
Bill	10/31/2019	21866083	General Legal through October 31, 2019	11/10/2019	1,600.00
Bill	10/31/2019	21866157	Admin- Meeting through October 31, 2019	11/10/2019	5,609.00
Total Bracewell LLP					7,209.00
Edminster Hinshaw Russ & Associates Inc					
Bill	10/24/2019	80213	General Engineering Consultant - \$20,000	11/03/2019	2,070.00
Total Edminster Hinshaw Russ & Associates Inc					2,070.00
Millis Development & Construction LLC					
Bill	10/31/2019	Pay Request 5 Dow	Contract - \$859,151.18 -Apr 2019 (w/Change Ord. \$928,986...	11/10/2019	288,775.69
Total Millis Development & Construction LLC					288,775.69
Nightingale Interpreting Services					
Bill	10/31/2019	24126	Meeting Interpreter 10/16/19	11/10/2019	405.00
Total Nightingale Interpreting Services					405.00
SMW Principle Solutions, Inc.					
Bill	10/31/2019	1228	Administrative Consulting October 2019	11/10/2019	6,993.10
Total SMW Principle Solutions, Inc.					6,993.10
The Captioning Company Inc.					
Bill	10/31/2019	2019-09-14	Captioning Transcript Services - Sept 25, 2019	11/10/2019	402.50
Total The Captioning Company Inc.					402.50
Tolunay-Wong Engineers, Inc.					
Bill	10/01/2019	19-9184	Dow Elementary Engineer Consultant	10/11/2019	2,439.00
Total Tolunay-Wong Engineers, Inc.					2,439.00
TOTAL					314,558.29