

Tax Increment Reinvestment Zone Number Thirteen, City of Houston  
**Board of Directors Meeting**  
**(Also known as the Old Sixth Ward Reinvestment Zone)**

Minutes of the Board of Directors meeting held Tuesday, January 28, 2003 at 6:15 PM, at the Dow School, 1900 Kane, Houston, Texas 77007.

**Present at the meeting:**

**Board of Directors**

Jane Cahill

Chuck Stava

Martha Diaz

Liz McMillin

Larissa Lindsay

**Consultants**

Parke Patterson, Zone Administrator

Joe Jaworski, Zone Attorney

**City of Houston**

none

Call to Order

Noting that five (5) Board members were present, Chairwoman Cahill called the meeting to order at 6:15 PM.

**1. Introduction of attendees**

The meeting attendees introduced themselves.

**2. Receive public comment**

There were no comments from the public.

**3. Review and take appropriate action with regard to the October 15, 2002 minutes**

On a motion made by board member McMillin and seconded by board member Cahill, the Board voted to approve the minutes with five (5) votes in favor, zero (0) against, and zero (0) abstentions.

**4. Receive update from MECA and the City of Houston regarding Dow School project**

The Board reviewed qualifications and proposals from the law firms of Vinson & Elkins and McDonald & Sechrist. On a motion made by board member McMillin and seconded by board member Cahill, the Board voted to hire the firm of Vinson & Elkins to serve as legal counsel for the Zone, with five (5) votes in favor, zero (0) against, and zero (0) abstentions.

**5. Receive report from Zone Administrator and Zone Attorney**

Joe Jaworski expressed his appreciation for having the opportunity to work with the Zone.

**6. Other matters to be presented by the Board members**

There were no other matters

**7. Consider adjournment at 6:45 pm**

On a motion made by board member Cahill and seconded by board member Stava the Board voted to adjourn the meeting at 6:50 PM with five (5) votes in favor, zero (0) against, and zero (0) abstentions.

By: \_\_\_\_\_

Attest: \_\_\_\_\_

Printed Name: \_\_\_\_\_

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Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Board of Directors Meeting**

Minutes of the Board of Directors meeting held Tuesday, March 18, 2003 at 6:15 PM, at the Dow School, 1900 Kane, Houston, Texas 77007.

**Present at the meeting:**

**Board of Directors**

Jane Cahill  
Steve Kirkland  
Bennie Ansell  
Martha Diaz  
Liz McMillin  
Chuck Stava

**Consultants**

Allyson Koether, Zone Administrator Assistant  
Barron Wallace, Zone Attorney

**City of Houston**

Clark Lord, City Legal Department  
Randy Naquin, Housing & Comm. Dev.  
Debbie Tholl, City Planning Department

Call to Order

Noting that six (6) Board members were present, Chairwoman Cahill called the meeting to order at 6:21 p.m.

**1. Introduction of attendees**

The meeting attendees introduced themselves.

**2. Receive public comment**

There was no public comment.

**3. Review and take appropriate action with regard to the minutes of the October 15, 2003 meeting**

On a motion made by board member Kirkland and seconded by board member McMillin, the Board voted to approve the minutes with five (5) votes in favor, zero (0) against, and Director Ansell abstaining.

**4. Review and take appropriate action with regard to a resolution ratifying all previous actions of the Authority**

Barron Wallace explained the resolution to ratify previous actions including previous contracts for accountant, consultants, real estate services, etc. including invoices already approved. The City representatives noted that the City approved this resolution as well. On a motion made by board member Kirkland and seconded by board member McMillin, the Board voted to approve the minutes with six (6) votes in favor, zero (0) against, and zero (0) abstentions.

**5. Approve contract with Vinson & Elkins for Authority legal services**

Barron Wallace presented a contract. Mr. Wallace noted that there was a reduced hourly rate and that the contract would include counseling for debt issues, and a cap on legal fees. On a motion made by board member Kirkland and seconded by board member McMillin, the Board voted to approve the minutes with six (6) votes in favor, zero (0) against, and zero (0) abstentions.

**6. Receive update from MECA and the City of Houston regarding the Dow School project**

Alice Valdez reported that she had received a letter requesting names of lawyers. She also had questions for the City regarding tax credits. Clark Lord stated that the City had already contacted MECA's attorney regarding how to raise funds. Debbie Tholl stated that the City was prepared to move forward with the loan documents necessary to obtain the loan to acquire the Dow School.

**7. Receive report from Administrator and Attorney**

Barron Wallace reported that he will begin to review the loan documents relative to the Dow acquisition. Chairwoman Cahill requested the loan documents be brought to the next Board meeting. Julianne Kugle commented that Wells Fargo would prefer to close in thirty (30) days.

There was no report from the Administrator.

**8. Other matters to be presented by the Board members**

Steve Kirkland requested that the Board meetings be changed from the present third Tuesday at 6:15 PM to the second Monday at 11 AM. The Board agreed to poll the other members to ascertain their availability.

**9. Consider adjournment**

On a motion made by board member Kirkland and seconded by board member McMillin the Board voted to adjourn the meeting at 6:58 p.m. with six (6) votes in favor, zero (0) against, and zero (0) abstentions.

By: \_\_\_\_\_

Attest: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Tax Increment Reinvestment Zone Number Thirteen, City of Houston

**Board of Directors Meeting  
(Also known as the Old Sixth Ward Reinvestment Zone)**

Minutes of the Board of Directors meeting held Monday, April 14, 2003 at 11:00 AM, at the Dow School, 1900 Kane Street, Houston, Texas 77007

**Present at the meeting:**

**Board of Directors**

Jane Cahill  
Steve Kirkland  
Martha Diaz  
Liz McMillin  
Bennie Ansell  
Larissa Lindsay

**Consultants**

Parke Patterson, Zone Administrator  
Barron Wallace, Zone Attorney  
Lindsay McWilliams, CPA

**City of Houston**

Debbie Tholl, City Planning  
Clark Lord, City Legal

Call to Order

Noting that six (6) Board members were present, Chairwoman Cahill called the meeting to order at 11:05 AM.

**1. Introduction of attendees**

The meeting attendees introduced themselves.

**2. Receive public comment**

There were no comments from the public.

**3. Review and take appropriate action with regard to the January 28, 2003 minutes**

On a motion made by board member Lindsay and seconded by board member McMillin, the Board voted to approve the minutes with five (5) votes in favor, zero (0) against, and Board member Ansell abstaining.

**4. Receive update from MECA regarding Dow School project**

There was no discussion.

**5. Discuss and take necessary action with regard to loan agreement and related documents for the acquisition of 1900 Kane building**

On a motion made by board member Lindsay and seconded by board member McMillin, the Board voted to approve the loan agreement in substantial form subject to additional revisions to be made by Attorney Wallace with six (6) votes in favor, zero (0) against, and zero (0) abstentions.

**6. Discuss and take necessary action with regard to an interlocal agreement between the City of Houston, Houston Independent School District, and the Old Sixth Ward Redevelopment Authority**

There was no action on this item.

**7. Discuss and take necessary action with regard to the Zone/Redevelopment Authority investment policy**

On a motion made by board member McMillin and seconded by board member Ansell the Board voted to approve the investment policy and Board member McMillin volunteered to the Investment Officer six (6) votes in favor, zero (0) against, and zero (0) abstentions.

**8. Discuss and take necessary action with regard to the Zone/Redevelopment Authority policy on payment of invoices**

On a motion made by board member McMillin and seconded by Chairwoman Cahill the Board voted to approve the policy on the payment of invoices with six (6) votes in favor, zero (0) against, and zero (0) abstentions.

**9. Discuss and take necessary action with regard to the draft budget for fiscal year 2003-2004**

On a motion made by board member McMillin and seconded by board member Cahill the Board approved the budget in substantial form and requested that Parke Patterson continue to work on budget calculations with the Lindsay McWilliams and the City of Houston staff, with six (6) votes in favor, zero (0) against, and zero (0) abstentions.

**10. Receive report from Administrator, Attorney, and CPA**

There was no report.

**11. Other matters to be presented by the Board members**

There were no other matters.

**12. Consider adjournment**

On a motion made by board member Kirkland and seconded by board member McMillin the Board voted to adjourn the meeting at 12:45 PM with six (6) votes in favor, zero (0) against, and zero (0) abstentions.

By: \_\_\_\_\_

Attest: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Board of Directors Meeting**

Minutes of the Board of Directors meeting held Monday, April 14, 2003 at 11:00 AM, at the Dow School, 1900 Kane Street, Houston, Texas 77007

**Present at the meeting:**

**Board of Directors**

Jane Cahill  
Steve Kirkland  
Martha Diaz  
Liz McMillin  
Bennie Ansell

**Consultants**

Parke Patterson, Zone Administrator  
Barron Wallace, Zone Attorney  
Lindsay McWilliams, CPA

**City of Houston**

Debbie Tholl, City Planning  
Clark Lord, City Legal

Call to Order

Noting that five (5) Board members were present, Chairwoman Cahill called the meeting to order at 12:46 PM.

**1. Introduction of attendees**

The meeting attendees introduced themselves.

**2. Receive public comment**

There were no comments from the public.

**3. Review and take appropriate action with regard to the March 18, 2003 minutes**

On a motion made by board member Kirkland and seconded by board member McMillin, the Board voted to approve the minutes with four (4) votes in favor, zero (0) against, and Board member Ansell abstaining.

**4. Receive update from MECA regarding Dow School project**

There was no discussion.

**5. Discuss and take necessary action with regard to loan agreement and related documents for the acquisition of 1900 Kane building**

On a motion made by board member Ansell and seconded by board member McMillin, the Board voted to approve the loan agreement in substantial form subject to additional revisions to be made by Attorney Wallace with five (5) votes in favor, zero (0) against, and zero (0) abstentions.

**6. Discuss and take necessary action with regard to an interlocal agreement between the City of Houston, Houston Independent School District, and the Old Sixth Ward Redevelopment Authority**

There was no action on this item.

**7. Discuss and take necessary action with regard to the Zone/Redevelopment Authority investment policy**

On a motion made by board member McMillin and seconded by board member Ansell the Board voted to approve the investment policy and Board member McMillin volunteered to the Investment Officer five (5) votes in favor, zero (0) against, and zero (0) abstentions.

**8. Discuss and take necessary action with regard to the Zone/Redevelopment Authority policy on payment of invoices**

On a motion made by board member McMillin and seconded by Chairwoman Cahill the Board voted to approve the policy on the payment of invoices with five (5) votes in favor, zero (0) against, and zero (0) abstentions.

**9. Discuss and take necessary action with regard to the draft budget for fiscal year 2003-2004**

On a motion made by board member McMillin and seconded by board member Cahill the Board approved the budget in substantial form and requested that Parke Patterson continue to work on budget calculations with the Lindsay McWilliams and the City of Houston staff, with five (5) votes in favor, zero (0) against, and zero (0) abstentions.

**10. Receive report from Administrator, Attorney, and CPA**

There was no report.

**11. Other matters to be presented by the Board members**

There were no other matters.

**12. Consider adjournment**

On a motion made by board member Kirkland and seconded by board member McMillin the Board voted to adjourn the meeting at 12:50 PM with five (5) votes in favor, zero (0) against, and zero (0) abstentions.

By: \_\_\_\_\_

Attest: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Printed Name: \_\_\_\_\_

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Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Board of Directors Meeting**

Minutes of the Board of Directors meeting held Monday, May 12, 2003 at 11:00 a.m. at the Dow School, 1900 Kane, Houston, Texas 77007.

**Present at the meeting:**

**Board of Directors**

Steve Kirkland  
Christine Farrier  
Larissa Lindsay  
Liz McMillin  
Chuck Stava

**Consultants**

Parke Patterson, Allyson Koether, Zone Administrators  
Lisa Helfman, Zone Attorney

**City of Houston**

Clark Lord, City Legal Department  
Randy Naquin, Housing & Comm. Dev.  
Debbie Tholl, City Planning Department

Call to Order

Noting that five (5) Board members were present, Vice Chairperson Kirkland called the meeting to order at 11:15 AM.

**1. Introduction of attendees**

The meeting attendees introduced themselves.

**2. Receive public comment**

Carl Raia introduced a project to develop property on Washington Avenue, the site of a used car lot. There are plans for one or two retailers, possibly a sandwich shop and a coffee shop. He stated his desire for a letter of support and reimbursement for public infrastructure.

**3. Discuss and take appropriate action with regard to minutes of the April 14, 2003 meeting**

On a motion made by Board member Lindsay and seconded by Board member McMillin, the Board voted to approve the minutes with five (5) votes in favor, zero (0) against, and zero (0) abstentions.

**4. Receive update from MECA regarding the Dow School project**

Lisa Helfman stated that the attorneys are working on the reversionary language in the deed from the City to MECA in case of a default by MECA during their ownership of the building. Ms. Helfman stated that Wells Fargo would be providing a new interest rate since time had expired on the previous interest rate commitment. Alice Valdez expressed concern that MECA was not being included in the Dow School acquisition decision making process. Clark Lord stated that MECA attorneys had not been contacted because MECA has no interest in the acquisition of the building but will be included where appropriate.

**5. Discuss and take necessary action with regard to the draft budget for fiscal year 2003-2004**

Parke Patterson stated that the draft budget had been reviewed by the City Planning Department and is ready for Board approval. On a motion made by Board member Lindsay and seconded by Board member McMillin the Board voted to approve the draft budget with a revision to the language in item 3B to read "Developer Reimbursement", with five (5) votes in favor, zero (0) against, and zero (0) abstentions.

**6. Discuss and take action with regard to proposals for Directors and Officers Liability insurance**

Parke Patterson stated that Brown and Brown Insurance was exiting this particular type of insurance business and would no longer carrying the Board's policy. Mr. Patterson further stated that only one (1) quote was provided and it was from Anco Wessendorf Insurance. The Board deferred action until Parke Patterson could obtain a second quote for insurance coverage.

**7. Discuss and take action with regard to payment of invoices**

On a motion made by Board member McMillin and seconded by Board member Farrier the Board voted to approve the invoices from Parke Patterson with five (5) votes in favor, zero (0) against, and zero (0) abstentions.

On a motion made by Board member McMillin and seconded by Board member Lindsay the Board voted to approve the invoices from Vinson and Elkins with five (5) votes in favor, zero (0) against, and zero (0) abstentions.

On a motion made by Board member Lindsay and seconded by Board member McMillin the Board voted to approve the invoices from Sign Shares with five (5) votes in favor, zero (0) against, and zero (0) abstentions.

On a motion made by Board member McMillin and seconded by Board member Farrier the Board voted to approve the invoices from Lindsay McWilliams with five (5) votes in favor, zero (0) against, and zero (0) abstentions.

**8. Receive report from Administrator, Attorney and CPA**

Parke Patterson noted that the Board once considered property on Sawyer Street for a park site. Mr. Patterson stated that it is for sale again, however it is priced too high based on the TIRZ Project Plan.

**9. Other matters to be presented by the Board members**

There were no other matters.

**10. Consider adjournment**

On a motion made by Board member McMillin and seconded by Board member Lindsay the Board voted to adjourn the meeting at 12:05 PM with five (5) votes in favor, zero (0) against, and zero (0) abstentions.

By: \_\_\_\_\_

Attest: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Tax Increment Reinvestment Zone Number Thirteen, City of Houston

**Board of Directors Meeting**  
**(Also known as the Old Sixth Ward Reinvestment Zone)**

Minutes of the Board of Directors meeting held Tuesday, August 19, 2003 at 6:15 PM, at the Dow School, 1900 Kane, Houston, Texas 77007.

**Present at the meeting:**

**Board of Directors**

Jane Cahill  
Martha Diaz  
Steve Kirkland  
Larissa Lindsay  
Liz McMillin  
Chuck Stava

**Consultants**

Parke Patterson, Allyson Koether, Zone Administrators  
Barron Wallace, Zone Attorney  
Lisa Helfman, Zone Attorney

**City of Houston**

Clark Lord, City Legal Department  
Randy Naquin, Housing & Comm. Dev.  
Julia Gee, City Planning Department

Call to Order

Noting that six (6) Board members were present, Chairperson Cahill called the meeting to order at 7:36 PM.

**1. Introduction of attendees**

The meeting attendees introduced themselves.

**2. Receive public comment**

There was no public comment.

**3. Discuss and take appropriate action with regard to minutes of the May 12, 2003 meeting**

On a motion made by Board member Kirkland and seconded by Board member Lindsay, the Board voted to approve the minutes with six (6) votes in favor, zero (0) against, and zero (0) abstentions.

**4. Approve actions taken by the Old Sixth Ward Redevelopment Authority at its meeting on August 19, 2003**

On a motion made by Board member Kirkland and seconded by Board member McMillin the Board voted to approve the actions of the Authority with six (6) votes in favor, zero (0) against, and zero (0) abstentions.

**5. Other matters to be presented by the Board Members**

There were no other matters.

**6. Consider adjournment**

On a motion made by Board member Kirkland and seconded by Board member McMillin the Board voted to adjourn the meeting at 7:41 PM with six (6) votes in favor, zero (0) against, and zero (0) abstentions.

By: \_\_\_\_\_

Attest: \_\_\_\_\_

Printed Name: \_\_\_\_\_

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Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Board of Directors Meeting**

Minutes of the Board of Directors meeting held Tuesday, August 25, 2003 at 6:15 P.M. at the Dow School, 1900 Kane, Houston, Texas 77007.

**Present at the meeting:**

**Board of Directors**

Jane Cahill  
Martha Diaz  
Steve Kirkland  
Larissa Lindsay  
Liz McMillin  
Chuck Stava

**Consultants**

Parke Patterson, Zone Administrator  
Lisa Helfman, Zone Attorney

**City of Houston**

Clark Lord, City Legal Department  
Julia Gee, City Planning Department  
Randy Naquin, Housing & Comm. Dev.

Call to Order

Noting that six (6) Board members were present, Chairwoman Cahill called the meeting to order at 6:25 p.m.

**1. Introduction of attendees**

The meeting attendees introduced themselves.

**2. Receive public comment**

There was no public comment.

**3. Discuss and take appropriate action with regard to minutes of the August 25, 2003 meeting**

On a motion made by Board member Kirkland and seconded by Board member Lindsay, the Board voted to approve the minutes with six (6) votes in favor, zero (0) against, and zero (0) abstentions.

**4. Receive update from MECA regarding the Dow School project**

There was no discussion.

**5. Discuss and take necessary action to approve loan commitment and related loan agreement and other documents for funding the acquisition of Dow School Building**

No documents were presented and there was no action taken.

**6. Discuss and take necessary action to approve an Interlocal Agreement between the City of Houston, Houston Independent School District, and the Old Sixth Ward Redevelopment Authority**

Lisa Helfman briefed the Board on the Interlocal Agreement.

On a motion made by Board member Kirkland and seconded by Board member McMillin the Board voted to approve the Interlocal Agreement, subject to City approval, with six (6) votes in favor, zero (0) against, and zero (0) abstentions.

**7. Discuss and take necessary action with regard to the Enforcement Agreement between the City of Houston, the Old Sixth Ward Redevelopment Authority, Reinvestment Zone Number Thirteen, City of Houston, Texas**

Lisa Helfman briefed the Board on the Enforcement Agreement.

On a motion made by Board member Kirkland and seconded by Board member McMillin the Board voted to voted to approve the Enforcement Agreement, subject to City approval, with six (6) votes in favor, zero (0) against, and zero (0) abstentions.

**8. Discuss and take necessary action to approve a contract for Chris Grooms for sign interpretation services**

Parke Patterson explained that the liability insurance requirements included in Schedule C of the subject contract did not appear appropriate for the service being provided by Mr. Grooms. Clark Lord concurred. On a motion made by Board member Kirkland and seconded by Board member Lindsay the Board voted to approve the contract subject to City approval and subject to removal of Schedule C relating to insurance requirements, with six (6) votes in favor, zero (0) against, and zero (0) abstentions.

**9. Receive report from Attorney, Administrator**

There was no report.

**10. Other matters to be presented by the Board members**

There were no other matters.

**11. Consider adjournment**

On a motion made by Board member Kirkland and seconded by Board member Lindsay the Board voted to adjourn the meeting at 7:10 PM with six (6) votes in favor, zero (0) against, and zero (0) abstentions.

By: \_\_\_\_\_

Attest: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Tax Increment Reinvestment Zone Number Thirteen, City of Houston  
Board of Directors Meeting  
(Also known as the Old Sixth Ward Reinvestment Zone)**

Minutes of the Board of Directors meeting held Tuesday, September 9, 2003 at 6:15 PM, at the Dow School, 1900 Kane, Houston, Texas 77007.

**Present at the meeting:**

**Board of Directors**

Jane Cahill  
Martha Diaz  
Steve Kirkland  
Larissa Lindsay  
Liz McMillin  
Chuck Stava

**Consultants**

Parke Patterson, Allyson Koether, Zone Administrators  
Lisa Helfman, Zone Attorney

**City of Houston**

Clark Lord, City Legal Department  
Julia Gee, City Planning Department

**Call to Order**

Noting that six (6) Board members were present, Chairperson Cahill called the meeting to order at 7:06 PM.

**1. Introduction of attendees**

The attendees introduced themselves.

**2. Receive public comment**

Bob Mize inquired as to whether or not the public has access to the financial records of the T.I.R.Z. Lisa Helfman stated that the financial records are available to the public and that a written request should be made to Parke Patterson. Bob Mize also questioned the time line for purchase, maintenance and improvements of the Dow School.

**3. Discuss and take appropriate action with regard to minutes of the August 25, 2003 meeting**

On a motion made by Board member Kirkland and seconded by Board member McMillin, the Board voted to approve the minutes with six (6) votes in favor, zero (0) against, and zero (0) abstentions.

**4. Receive update from MECA regarding the Dow School project; discuss matters relating to the Dow School**

Alice Valdez stated that MECA is waiting on HISD approval of Dow School acquisition documents.

**5. Discuss and take necessary action with regard to actions taken by the Old Sixth Ward Redevelopment Authority at its meeting on September 9, 2003**

On a motion made by Board member Kirkland and seconded by Board member McMillin the Board voted to accept the actions taken by the Old Sixth Ward Redevelopment Authority with six (6) votes in favor, zero (0) against, and zero (0) abstentions.

**5. Other matters to be presented by the Board Members**

There were no other matters.

**6. Consider adjournment**

On a motion made by Board member Kirkland and seconded by Board member McMillin the Board voted to adjourn the meeting at 7:11 PM with six (6) votes in favor, zero (0) against, and zero (0) abstentions.

By: \_\_\_\_\_

Attest: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Old Sixth Ward Redevelopment Authority, Houston Texas**  
**Board of Directors Meeting**

Minutes of the Board of Directors meeting held Tuesday, September 9, 2003 at 6:15 p.m. at the Dow School, 1900 Kane, Houston, Texas 77007.

**Present at the meeting:**

**Board of Directors**

Jane Cahill  
Martha Diaz  
Steve Kirkland  
Larissa Lindsay  
Liz McMillin  
Chuck Stava

**Consultants**

Parke Patterson, Allyson Koether, Zone Administrators  
Lisa Helfman, Zone Attorney

**City of Houston**

Clark Lord, City Legal Department  
Julia Gee, City Planning Department

**Call to Order**

Noting that six (6) Board members were present, Chairwoman Cahill called the meeting to order at 6:21 p.m.

**1. Introduction of attendees**

The meeting attendees introduced themselves.

**2. Receive public comment**

Bob Mize spoke against the purchase of the Dow School building. He suggested privatizing the ownership of the building and suggested it be used for multiple uses, including apartments. Mr. Mize also stated that he had petitions to present to City Council protesting the purchase of the Dow School building. Chairwoman Cahill made a request to review the petitions, however Mr. Mize refused. Mr. Mize further noted he was not in favor of the Dow School building being demolished.

Janice Jamail Jarvis stated she is in favor of privatizing the ownership of the Dow School property. Ms. Jarvis also requested board assistance in working with a developer who wants to build on three acre tracts on Memorial Way. Parke Patterson stated his commitment to assist her.

**3. Discuss and take appropriate action with regard to minutes of the August 25, 2003 meeting**

On a motion made by Board member Kirkland and seconded by Board member McMillin, the Board voted to approve the minutes with six (6) votes in favor, zero (0) against, and zero (0) abstention.

**4. Receive update from MECA regarding the Dow School project; discuss matters relating to the Dow School**

Alice Valdez stated that MECA is waiting on HISD approval of Dow School acquisition documents.

**5. Receive financial update from CPA Lindsay McWilliams**

Lindsay McWilliams presented and discussed a summary of Authority's financial accounts.

**6. Discuss and take necessary action to approve loan agreement and related documents for loan in the amount of \$1,000,000 to finance the acquisition of the Dow School Building at 1900 Kane Street.**

Lisa Helfman presented the approved form of the documents.

On a motion made by Board member Kirkland and seconded by Board member McMillin, subject to changes in the document that reflected that the lender would not receive all of the tax increment, only the increment necessary to make the loan payment. The Board voted to approve the loan agreement and related documents with six (6) votes in favor, zero (0) against, and zero (0) abstentions.

**7. Discuss and take appropriate action with regard to invoices.**

Board member Cahill requested invoice dates and/or numbers be included in the minutes.

On a motion made by Board member Kirkland and seconded by Board member McMillin, the Board voted to approve the following invoices:

- Parke Patterson's invoice 2003-24, dated September 1, 2003;
- Edminster Hinshaw invoice #25848, dated September 30, 2002;
- Lindsay McWilliams invoice dated 9/5/03;

with six (6) votes in favor, zero (0) against, and zero (0) abstentions.

**8. Receive report from Attorney, Administrator, CPA**

Lindsay McWilliams stated that he will verify that the Authority has one checking account for shorter term transactions and one interest bearing savings account for long term transactions.

**9. Other matters to be presented by the Board members**

There were no other matters.

**10. Consider adjournment**

On a motion made by Board member Kirkland and seconded by Board member McMillin the Board voted to adjourn the Old Sixth Ward Redevelopment Authority meeting at 7:05 PM with six (6) votes in favor, zero (0) against, and zero (0) abstentions.

By: \_\_\_\_\_

Attest: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_