

GREATER EAST END MANAGEMENT DISTRICT
Meeting of the Board of Directors
December 14, 2017

The Board of Directors (the "Board") of the Greater East End Management District (the "District" or "GEEMD") met in regular session, open to the public, at 3211 Harrisburg, Houston, Texas, on Thursday, December 14, 2017, at 3:30 p.m. The roll was called of the members of the Board, to-wit:

Position 1	Ann Taylor	
Position 2	Blanca Blanco	
Position 3	Stephen Quezada	
Position 4	William McConnell	Vice Chair
Position 5	Domenic Laurenzo	
Position 6	Joe Meppelink	Assistant Secretary
Position 7	Erin Dyer	
Position 8	Jose Valdez	
Position 9	Vacant	
Position 10	Rodrigo Tejeda	Treasurer
Position 11	Taryn Sims	Secretary
Position 12	Vacant	
Position 13	Craig Rohden	Vice Chair
Position 14	Marjorie Pena	
Position 15	Susan Sahwani-Garcia	

and all of the above were present for all or a portion of the meeting except Blanca Blanco, Stephen Quezada, Domenic Laurenzo, Erin Dyer and Taryn Sims, thereby establishing a quorum.

Also present during all or part of the meeting were Veronica Gorczynski, Hedy Wolpa, Asha John, Martin Chavez, Dan Joyce, Eva Quiroz, and Erick Retana of the District staff; Rosyne Wimbish, and Patrick Ezzell of Coastal Builders; Jeanne McDonald of Jeanne H. McDonald, PC; and Carl Sandin of Perdue Brandon.

At 3:40 p.m. Chair Bill McConnell called the meeting to order.

ITEM 1. RECEIVE PUBLIC COMMENTS IN ACCORDANCE WITH ADOPTED PROCEDURES.

There were no public comments.

ITEM 2. ASSESSMENTS. RECEIVE REPORT ON COLLECTION OF ASSESSMENTS AND AUTHORIZE APPROPRIATE ACTION.

Carl Sandin of Perdue Brandon reported on the quarterly delinquent assessment collections. 76 delinquent accounts were paid in full. There were no action items. Vice President Hedy Wolpa reported on the bar charts related to the delinquent assessment collections for the 2016 levy and prior years. Jeanne McDonald noted that old receivables were kept on the District books for 20 years, according to the Tax Code. No action was taken.

ITEM 3. APPOINTMENT OF DIRECTORS. DECLARE VACANCIES, IF APPROPRIATE; APPOINT DIRECTORS IF APPROPRIATE; ELECT OFFICERS AND APPROVE A REVISED DISTRICT REGISTRATION FORM.

The President reported that there are two board vacancies that will be discussed in January 2018. No action was taken.

ITEM 4. MINUTES. APPROVE MINUTES OF PREVIOUS BOARD MEETING(S).

Assistant Secretary Joe Meppelink moved that the Board approve the minutes of the November 16, 2017 Board meeting, as presented. Director Margie Pena seconded the motion, which passed unanimously.

ITEM 5. FINANCIAL REPORTS. RECEIVE AND APPROVE THE TREASURER'S REPORTS ON REVENUES AND EXPENDITURES, THE INVESTMENT REPORT AND THE FINANCE COMMITTEE REPORT, AND AUTHORIZE APPROPRIATE ACTION.

Treasurer Rod Tejada presented the District's October 2017 financial reports. Director Margie Pena moved that the Board approve the October 2017 financial reports. Assistant Secretary Joe Meppelink seconded the motion, which passed unanimously.

ITEM 6. NEW VEHICLE PURCHASE.

District President Veronica Gorczynski introduced Martin Chavez and also noted that Martin has been awarded a change in title to Director of Operations and Constituent Services to reflect his current duties.

Martin Chavez explained the need for the purchase of a new vehicle. He explained that in 2015, the District purchased a Ford F-150 and wanted to replace a 2003 vehicle and that at that time, the District got more work, so they used the 2003 vehicle for special projects for field services. He stated that now the District is requesting a Ford Explorer for field services and also for staff tours, if needed and available. He said that the 2003 vehicle will be declared surplus property valued at approximately \$500 and that any proceeds from the sale of the 2003 vehicle will be used for supplies and other needs for the warehouse. He also said that there was \$40,000 allocated in the budget for a replacement vehicle, and he is requesting \$30,000 for the purchase of the Ford Explorer which includes the vehicle purchase price plus other safety and security features. Vice Chair Craig Rhoden moved to approve the purchase, and Assistant Secretary Joe Meppelink seconded the motion, which passed unanimously.

ITEM 7. GRAFFITI ABATEMENT AGREEMENTS.

President Veronica Gorczynski requested to delegate authority to the Executive Committee to approve graffiti abatement contracts, both new and renewal agreements that do not require additional resources, such as a new employee or new equipment. Jose Valdez moved to approve the resolution and Ann Taylor seconded the motion, which passed unanimously.

ITEM 8. LEGAL SERVICES.

President Veronica Gorczynski requested to procure Legal Services with an expert in Human Resources to help obtain information in certain issues that needs to be addressed by the District at a cost not to exceed \$8,000. Ann Taylor moved to approve the procurement of legal services. Susan Garcia seconded the motion, which passed unanimously.

Susan Garcia left the room in advance of the following discussion due to a conflict of interest.

ITEM 9. STAFF BONUSES.

President Veronica Gorczynski explained that the District has a policy in place for employees who have been employed with the District for over 12 months and have met all requirements to receive bonus pay in December. She stated that she met with all staff to verify there were no safety issues and all staff were performing their duties. She explained that the total approved bonus payment for exempt, non-exempt and senior staff for 2017 is \$27,409.09 and the amount budgeted is \$30,898. Jose Valdez moved to approve the payment for staff bonuses, and Ann Taylor seconded the motion, which passed unanimously. Susan Garcia had recused herself and did not vote on this item or participate in the discussion due to conflict of interest.

ITEM 10. INVESTMENT POLICY.

President Veronica Gorczynski noted that Asha John, the new Director of Finance, started 3 weeks ago and that she will need to be appointed as an Investment Officer for the District and complete her training within 12 months. Treasurer Rodrigo Tejada moved to appoint Ms. John as an investment officer; Director Margie Pena seconded the motion, which passed unanimously.

ITEM 11. PRESIDENT'S REPORT - DISTRICT OVERVIEW; RECEIVE THE PRESIDENT'S REPORT ON DISTRICT PROGRAMS; AND AUTHORIZE APPROPRIATE ACTION.

- a. Security and Public Safety - Receive reports on the following and authorize appropriate action:
 1. Graffiti Abatement Program
Martin Chavez, Director of Operations and Constituent Services, presented a report on the activities of the District's graffiti abatement

crew in the East End and in contracted areas, a copy of which is attached hereto. He also noted that Montrose District will cease abatement services, which will cause a decrease in revenue and that the District will try to find work to supplement the loss of revenue.

2. Law Enforcement Coordination Team meeting

Asha John reported on the December LECT meeting and the activities of the East End Security Patrol.

At 4:15 p.m., Rodrigo Tejada left the meeting.

b. Visual and Infrastructure Improvements – Receive reports on the following and authorize appropriate action:

1. Right of way clean up, litter pick-up, tire removal, dumpsite clean-up, and street lamp repair.

Martin Chavez reported on services performed by the District's litter, right of way, and special projects crew members in November. No action was required.

2. Potential Infrastructure Projects for the next 5 years.

Patrick Ezzell reported on the 5310 Metro Access grant and sidewalk construction activity. President Veronica Gorczynski noted projects and funding for next 5 years. Patrick Ezzell presented slides showing future projects, a copy of which is attached. He also noted that the Liveable Centers Eastwood study has been applied for and approved and that the District will need to plan for additional resources needed for future projects.

3. Lockwood Garage.

Patrick Ezzell reported on Harrisburg Garage development and ground lease opportunities and parking, a copy of which is attached. He explained that there will be a Request for Proposals for other developers that may be willing to provide a 40-year lease for parking spaces in accordance with FTA regulations.

4. Street Market.

Patrick Ezzell reported that the District is breaking ground on kiosks and that there is expansion of activity on the Esplanade. Patrick Ezzell showed a 5-year plan for the market. He explained that the Market receives USDA funding but will need additional financial resources. He suggested that the enterprise be funded through a non-profit, like EEIC or another entity.

5. UP CDC.

Patrick Ezzell reported on economic development work and opportunities for the CDC, including affordable housing, ICSC, grocery store, and esplanade expansion. He explained that the East End Maker Hub is the home to TXRX, which provides workforce training with the goal of providing training to move people from low income to middle income jobs. He also stated that the message of Complete Communities was well received by the Mayor and that UP CDC will also work with Cossaboom YMCA to find a new facility.

c. Marketing and Perception – Receive reports on the following and authorize appropriate action:

1. Turtle Soup Dedication.

Dan Joyce presented slides showing the mural and the dedication from December 11, 2017. Dan thanked the Board and sponsors for support and participation and said this was a big clean-up project that has made a positive impact by reducing illegal dumping in that area. He reported there was press from Culture Map, NPR, Chronicle and there are 2 planned for the following week.

d. East End Improvement Corporation

1. Update on EEIC

President Veronica Gorczynski reported that starting in January, there will be monthly updates for EEIC and appointments for new EEIC board members. The President said she met with Chief Development Officer of Houston First to pitch Street Fest for a Cultural Engagement Grant for \$10,000 and that the goal is to develop Street Fest to a cultural destination festival. She said that it is not a revenue-generating opportunity but an opportunity to engage the community, targeting 10,000 attendees for 2018. She reported that in January, the District wants to start fundraising for 2018 street fest. Craig Rhoden requested more information on East End Foundation.

ITEM 12. EXECUTIVE SESSION, IF NECESSARY. CONVENE EXECUTIVE SESSION TO DISCUSS: (A) PENDING OR CONTEMPLATED LITIGATION OR TO CONSULT WITH THE ATTORNEY IN ACCORDANCE WITH SECTION 551.071 OF THE TEXAS GOVERNMENT CODE; (B) ACQUISITION OF REAL PROPERTY IN ACCORDANCE WITH SECTION 551.072 OF THE TEXAS GOVERNMENT CODE; (C) PERSONNEL

MATTERS IN ACCORDANCE WITH SECTION 551.074 OF THE TEXAS GOVERNMENT CODE; (D) TO RECEIVE INFORMATION FROM EMPLOYEES OR QUESTION EMPLOYEES IN ACCORDANCE WITH SECTION 551.075 OF THE TEXAS GOVERNMENT CODE; OR (E) ECONOMIC DEVELOPMENT NEGOTIATIONS OR OFFERS OF FINANCIAL INCENTIVES FOR ECONOMIC DEVELOPMENT IN ACCORDANCE WITH SECTION 551.087 OF THE TEXAS GOVERNMENT CODE.

There was no need for an Executive Session.

ITEM 16. RECONVENE IN OPEN SESSION. RECONVENE IN PUBLIC SESSION TO CONSIDER AUTHORIZING DISTRICT STAFF AND CONSULTANTS TO TAKE ANY ACTION NECESSARY WITH RESPECT TO (A) PENDING OR CONTEMPLATED LITIGATION OR ATTORNEY ADVICE; (B) ACQUISITION OF REAL PROPERTY; (C) PERSONNEL MATTERS; AND (D) RECEIVING INFORMATION FROM OR QUESTIONING EMPLOYEES; (E) ECONOMIC DEVELOPMENT NEGOTIATIONS OR OFFERS OF FINANCIAL INCENTIVES; AND (F) ANY OTHER MATTERS RELATIVE TO ANY OF THESE MATTERS WHICH WAS DISCUSSED IN EXECUTIVE SESSION.

As there was no Executive Session, there was no need to reconvene in open session. There being no further business, the meeting was then adjourned at 4:47 pm.




Secretary, Board of Directors
(SEAL)