

GREATER EAST END MANAGEMENT DISTRICT
Meeting of the Board of Directors
July 27, 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, July 27, 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	
Position 7	Erin Dyer	
Position 8	Jose Valdez	
Position 9	Nory Angel	Chair
Position 10	Rodrigo Tejada	Assistant Treasurer
Position 11	Taryn Sims	Secretary
Position 12	R.D. Tanner	
Position 13	Craig Rohden	Treasurer
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 William McConnell, Domenic Laurenzo, and R.D. Tanner, thereby establishing a quorum.

Also present during all or part of the meeting were Diane Schenke and Martin Chavez of the District staff; Patrick Ezzell and Rosyne Wimbish of Coastal Builders; Jeanne McDonald of Jeanne H. McDonald, PC; Sgt. Edward Mata of Harris County Precinct 6 Constable's office; Michaela Wood, Greg Wood, and Barbara Radnofsky of Buffalo Bayou Rowing Center; Dwayne Jones of Nabor House Community; Alan Atkinson of Bayou Vista; Gloria Zenteno and Lynn Rodriguez of Barrio Dogs; and Whitney Andrew and Paul Chavez as members of the public.

ITEM 1. ASSESSMENTS. RECEIVE REPORT ON COLLECTION OF ASSESSMENTS AND AUTHORIZE APPROPRIATE ACTION.

Immediate Past President Diane Schenke, who was filling in for the President who is currently on maternity leave, reported on assessment collections for the 2016 levy and prior years. She next explained bar charts showing delinquent assessment collections for 2015 and prior years, a copy of which is included hereto. No action was taken.

ITEM 2. RECEIVE PUBLIC COMMENTS IN ACCORDANCE WITH ADOPTED PROCEDURES.

Mr. Greg Wood and Ms. Micheala Wood then requested to address the Board regarding bringing Olympic rowing to the City of Houston. No action was needed.

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

Chair Nory Angel stated that Director R.D. Tanner, Position 12, was resigning from the GEEMD Board effective this Board meeting. Secretary Taryn Sims moved that the Board accept the resignation of R.D. Tanner. Director Margie Pena seconded the motion, which passed unanimously.

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

Director Stephen Quezada moved that the Board approve the minutes of the June 22, 2017, Board meeting as presented. Director Blanca Blanco 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 Craig Rohden reported on the District's assets, liabilities, revenues and expenditures for June, 2017, and the fiscal year to date, a copy of which report is attached hereto. Director Stephen Quezada moved that the Board approve the report as presented. Director Blanca Blanco seconded the motion, which passed unanimously.

ITEM 6. BUFFALO BAYOU PARTNERSHIP. RECEIVE A REPORT FROM BUFFALO BAYOU PARTNERSHIP ON THE UPCOMING EAST END SECTOR MASTER PLANNING PROCESS, CONSIDER A REQUEST FOR SUPPORT OF THE EFFORT AND TAKE APPROPRIATE ACTION.

This item was tabled.

ITEM 7. REVIEW PROPOSAL TO CREATE A COMMUNITY DEVELOPMENT CORPORATION. REVIEW PROPOSAL FORM COASTAL BUILDERS TO CREATE A COMMUNITY DEVELOPMENT CORPORATION, INCLUDING CONTRACTS TO TRANSFER OF ECONOMIC DEVELOPMENT AND STREET MARKET RESPONSIBILITIES TO THE CDC, CONSIDER A REQUEST FOR ADDITIONAL FUNDING AND TAKE APPROPRIATE ACTION.

Patrick Ezzell, Director of Economic Development, reported that the CDC has been created and then presented Amendment No. 11 to the services agreement between the District and Coastal

Builders for two years of services, from October 1, 2017 through September 30, 2019, for economic development services with a reduction in compensation by \$198,000 to an annual amount of \$132,480 during the 12-month period from October 1, 2017 through September 30, 2018 and a reduction in compensation by \$213,840 to an annual amount of \$143,078 during the 12-month period from October 1, 2018 through September 30, 2019. Action was taken below.

Patrick Ezzell then presented and reviewed a proposal for a contract with the Urban Partnership Community Development Corporation ("UPCDC") to transfer economic development services and street market responsibilities to UPCDC for two years commencing October 1, 2017. Mr. Ezzell stated that the agreement with UPCDC would compensate UPCDC in the amount of \$265,000.00 for fiscal year ending September 30, 2018 and \$213,840.00 for fiscal year ending September 30, 2019. Treasurer Craig Rohden moved to approve Amendment No. 11 to the agreement with Coastal Builders and to enter into an agreement with UP CDC for two years for economic development and street market responsibilities. Director Joe Meppelink seconded the motion, which passed unanimously.

ITEM 8. CONSIDER CONTRACT FOR THE CONSTRUCTION OF ADA BATHROOMS IN THE ESPLANADE. REVIEW BID TAB FOR ADA BATHROOMS AND CONSIDER RECOMMENDED CONTRACTOR TO BUILD THE ADA BATHROOMS IN THE ESPLANADE AND TAKE APPROPRIATE ACTION.

Patrick Ezzell reviewed bids for the construction of ADA compliant bathrooms in the Esplanade and recommended award of the construction contract to R. Miranda Trucking and Construction, LLC at a cost of \$74,000.00 plus \$5,000.00 in contingency items. Mr. Ezzell then requested that the Board budget \$10,000 for mural work on the ADA bathrooms for the 2018 budget. Director Erin Dyer moved that the Board award the contract to R. Miranda Trucking and Construction, LLC for construction of ADA Bathrooms at a cost of \$79,000.00 and consider the addition of \$10,000.00 to the 2018 budget to cover mural work on the ADA bathrooms when the budget is approved. Director Susan Sahwani-Garcia seconded the motion, which passed unanimously.

ITEM 9. REVIEW PROPOSED AGREEMENT WITH ZENTENO FAMILY. CONSIDER AGREEMENT TO LOCATE A SCULPTURE WITHIN BROWN PLAZA FOUNDATION PARK; THE AGREEMENT CONTAINS PROVISIONS FOR FUNDING THE COST AND MAINTENANCE OF MEMORIAL SCULPTURE FOR NORMA ZENTENO, AND TAKE APPROPRIATE ACTION

Jeanne McDonald, legal counsel for the District, presented and reviewed an agreement for the installation of public art in collaboration with Gloria and Javier Zenteno. Director Blanca Blanco then moved to approve the agreement for installation of public art in collaboration with the Zentenos subject to attorney approval of the final form of contract. Director Stephen Quezada seconded the motion, which passed unanimously.

ITEM 10. ADD SIGNER TO CHECKS. APPROVE THE ADDITION OF WILLIAM MCCONNELL AS AN AUTHORIZED CHECK SIGNER TO THE BBVA COMPASS ACCOUNT FOR THE DISTRICT, AND TAKE APPROPRIATE ACTION.

The Board then considered adding Director William McConnel as an authorized check signer to the District's BBVA Compass account. Director Stephen Quezada moved to approve Director William McConnel as an authorized check signer to the District's BBVA Compass account. Director Taryn Simms seconded the motion, which passed unanimously.

ITEM 11. REVIEW PROPOSED CHANGE OF COLLECTION AGENCY FIRST BILLING UNDER EQUI-TAX CONTRACT. RECEIVE REPORT ON EQUI-TAX'S PROPOSED CHANGE TO FIRST BILLING AS AN AGENT FOR ELECTRONIC DEPOSITS, AND EQUI-TAX REQUEST FOR APPROVAL AND TAKE APPROPRIATE ACTION.

Jeanne McDonald then reported that Equitax, Inc., the District's assessment collection management service consultant, is requesting that the Board consider changing providers of electronic payment processing services related to receiving payment of District assessment payments. Ms. McDonald presented and reviewed a contract with First Billing Services, LLC for electronic payment processing services related to the payment of District assessment payments. After discussion, Treasurer Craig Rohden moved to approve the Payment Services Agreement between the District and First Billing Services, LLC for electronic payment processing services related to the payment of District assessment payments. Director Stephen Quezada seconded the motion, which passed unanimously.

ITEM 12. 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 Constituent Services, reported on the activities of the District's graffiti abatement crew in the East End and in contracted areas.

Mr. Chavez also reported that the City of Houston General Service has increased current funding for graffiti abatement services from \$69,000 to \$79,000 and that the Park Department also increased their funding amount.
 2. Law Enforcement Coordination Team meeting
Harris County Precinct 6's Sergeant Edward Mata reported to the Board on the activities of the District's security patrol and the calls for service.
- b. Marketing – Receive reports on the following and authorize appropriate action:
 1. Progress on wayfinding signage installation.
Martin Chavez reported that installation of the District's new wayfinding signage was almost complete.

- c. Visual and Infrastructure Improvements – Receive reports on the following and authorize appropriate action:
1. Metro 5310 Sidewalks Update.
Patrick Ezzell reported that the construction project is ongoing.
 2. Intermodal Terminal Agreement Update.
Patrick Ezzell reported on the status of the Agreement to the Board.
 3. Report on the Street Market and related events and activities.
No report was given.
- d. Program Support
1. Landscape Services on East End Light Rail
Martin Chavez reported on the District's landscape services along the East End Light Rail.

ITEM 13. 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 OR QUESTION EMPLOYEES IN ACCORDANCE WITH SECTION 551.075 OF THE TEXAS GOVERNMENT CODE; EMPLOYEES ; (E) DEPLOYMENT OF SECURITY PERSONNEL OR DEVICES OR A SECURITY AUDIT IN ACCORDANCE WITH SECTION 551.076 OF THE TEXAS GOVERNMENT CODE; OR (F) ECONOMIC DEVELOPMENT NEGOTIATIONS OR OFFERS OF FINANCIAL INCENTIVES FOR ECONOMIC DEVELOPMENT IN ACCORDANCE WITH SECTION 551.087 OF THE TEXAS GOVERNMENT CODE.

The Board did not convene in Executive Session.

ITEM 14. 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; (D) RECEIVING INFORMATION FROM OR QUESTIONING EMPLOYEES; (E) ECONOMIC DEVELOPMENT NEGOTIATIONS OR OFFERS OF FINANCIAL INCENTIVES; (E) DEPLOYMENT OF SECURITY PERSONNEL OR DEVICES OR A SECURITY AUDIT; AND (F) ANY OTHER MATTERS RELATIVE TO ANY OF THESE MATTERS WHICH WAS DISCUSSED IN EXECUTIVE SESSION.

As there was no Executive Session, the Board did not reconvene.

There being no further business, the meeting was then adjourned.


Secretary, Board of Directors

