

GREATER EAST END MANAGEMENT DISTRICT
Meeting of the Board of Directors
June 22, 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, June 22, 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 Tejeda	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 Ann Taylor, Erin Dyer, Nory Angel, and Taryn Sims, thereby establishing a quorum.

Also present during all or part of the meeting were Veronica Gorczynski, Hedy Wolpa, Martin Chavez, Eva Quiroz, Dan Joyce, and Roy Rodriguez of the District staff; Patrick Ezzell and Rosyne Wimbish of Coastal Builders; Jeanne McDonald of Jeanne H. McDonald, PC; and Sgt. Edward Mata of Harris County Precinct 6 Constable's office.

At 3:31 p.m. Vice Chair Bill McConnell called the meeting to order.

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

Vice President Hedy Wolpa 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.

There were no public comments.

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

No action was needed.

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

Treasurer Craig Rohden moved that the Board approve the minutes of the May 25, 2017, Board meeting as presented. Director Margie Pena seconded the motion, which passed unanimously.

At 3:38 p.m., Domenic Laurenzo and R. D. Tanner entered the meeting.

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 May, 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 Pena seconded the motion, which passed unanimously.

ITEM 6. REVIEW PROPOSAL BY TRAFFIC ENGINEERS, INC (TEI). REVIEW PROPOSAL TO DEVELOP A LIVABLE CENTERS APPLICATION TO H-GAC FOR THE EASTWOOD LIVABLE CENTER ON BEHALF OF GEEMD AND TAKE APPROPRIATE ACTION.

Patrick Ezzell reported that the management district had already completed three Livable Centers studies for the Navigation Esplanade and street market, the Harrisburg corridor, and the Fifth Ward-Buffalo Bayou area, resulting in new sidewalks and improved accessibility through the Second Ward and other areas. He stated that the studies serve as a planning tool to help the District plan and apply for funding for new infrastructure projects. He further stated that District staff had met to discuss possible new areas for study and had prepared a map of current amenities and needs, resulting in a determination that the Telephone Rd./Lockwood area is in need of stimulation, beautification and infrastructure improvements. He next reported that Traffic Engineers, Inc., had prepared a proposal to develop the Eastwood Livable Centers study criteria and grant preparation for H-GAC. Mr. Ezzell also stated that a study would cost approximately \$150,000 to \$200,000, with H-GAC paying 77% of the cost and GEEMD paying 23% in match dollars. Director Blanca Blanco moved that the Board approve Traffic Engineers, Inc.'s proposal to develop the Eastwood Livable Centers study criteria and grant preparation for H-GAC study grant for an amount not to exceed \$8,610. Director Susan Garcia seconded the motion, which passed unanimously.

At 3:50 p.m., Joe Meppelink entered the meeting.

ITEM 7. REVIEW PROPOSED SPECIALTY PURCHASE ORDERS. REVIEW PROPOSED SPECIALTY PURCHASE ORDERS AND TAKE APPROPRIATE ACTION.

Patrick Ezzell presented information about the current Metro 5310 grant and the procurement process for bidding on construction items based on bidder qualifications and cost. He proposed that the Board approve an award for concrete testing to Alliance based on experience and qualifications of the bidder. Director Meppelink moved that Alliance be awarded the contract; Director Rohden seconded the motion, which passed unanimously. Mr. Ezzell next proposed that the Board approve an award for the capstone and street name items to Siteworks, the lowest bidder for those items. Director Rohden moved that Siteworks be awarded the contract; Director Meppelink seconded the motion, which passed unanimously. Mr. Ezzell then proposed that the Board approve an award for medallions for the project to Midland, the only bidder for those items. Director Meppelink moved that Midland be awarded the contract; Director Rod Tejada seconded the motion, which passed unanimously.

ITEM 8. REVIEW PROPOSED WORKFORCE TRAINING GRANTS. REVIEW PROPOSED WORKFORCE TRAINING GRANT RECOMMENDATIONS AND TAKE APPROPRIATE ACTION.

Director Quezada explained that the District annually budgets 3% of assessment revenue for East End workforce projects. He reported that the District had posted a request for proposals for workforce development projects which the District would consider funding on the District website and that three proposals had been received. He next stated that the workforce committee, composed of himself, Margie Pena, and R. D. Tanner had reviewed and scored the three proposals based on how the projects would help East End workers and East End employers. Copies of the RFP and the score sheet are attached hereto. He stated that the committee recommends that the Board approve workforce development funds of \$100,000 over two years, to TXRX Labs for their Maker to Market Project and approve funds of \$44,000 over two years, to Houston Community College as tuition reimbursement for students of welding, HVAC, and logistics training with special criteria for reporting to the GEEMD Board after year one and year two. Director Blanco moved that the Board approve funding \$100,000 over two years to TXRX Labs for Maker to Market project and \$44,000 over two years to HCC for tuition reimbursements for workforce training, subject to the committee's final approval of details for administering the tuition reimbursements. Director Tejada seconded the motion, which passed unanimously.

ITEM 9. REVIEW PROPOSED JW PEAVY MURAL ART. RECEIVE UPDATE REGARDING THE JW PEAVY BEAUTIFICATION PROJECT; REVIEW PROPOSED REQUEST FOR MURAL ART SUPPORT AND TAKE APPROPRIATE ACTION.

Martin Chavez, Director of Constituent Services, explained to the Board that the District's partner in beautification projects, Mission Continues, had participated in a major clean up on JW Peavy over two weekends to clear dumpsites and overgrown vegetation. He next stated that a local Magnolia Park artist had proposed a mural on the wall at the site at a cost of \$5,000, for which the District has budgeted funds of \$1,000 available for this fiscal year. Mr. Chavez requested that the Board approve an additional \$1,500 to pay for the mural on the condition that the balance of the total \$5,000 cost come from participating businesses in the JW Peavy area.

Treasurer Rohden moved that the Board approve an additional \$1,500 along with the already budgeted \$1,000 for mural art on the condition that the balance of the cost for the \$5,000 mural come from participating businesses. Director Meppelink seconded the motion, which passed unanimously.

Director R.D. Tanner next updated the Board on land management activities by the Port of Houston regarding properties near JW Peavy area.

ITEM 10. REVIEW PROPOSED EAST END STREET FEST OPPORTUNITY. REVIEW PROPOSAL TO TRANSFER RESPONSIBILITY TO THE DISTRICT OF THE EAST END STREET FEST AND TAKE APPROPRIATE ACTION.

President Veronica Gorczynski reported that the East End Chamber of Commerce had asked that the management district take over the East End Street Fest beginning this year due to the Chamber's lack of capacity to produce the event. Roy Rodriguez, East End Street Market manager, then reported to the Board about the GEEMD's market and staff experience and enthusiasm that could produce a free, quality public event. Ms. Gorczynski then presented goals for producing the event, with the East End Improvement Corporation (EEIC), the District's 501 (c)3, as the managing entity for the event. A copy of the presentation is attached hereto. Director Pena moved that the Board (a) approve the District's moving forward to produce the 2017 and future East End Street Fest upon execution of a tri-party agreement between the District, the Chamber, and the EEIC and (b) approve \$40,000 to be funded from GEEMD to cover the initial costs of producing the event with net profits from the event to be used to reimburse GEEMD. Director Blanco seconded the motion, which passed unanimously.

ITEM 11. HEALTHCARE. REVIEW AND APPROVE PROPOSED HEALTHCARE INSURANCE PLANS FOR STAFF FOR 2017-2018.

Vice President Hedy Wolpa presented information about renewal of the District's healthcare insurance plan. She described the current HMO and PPO plans and the proposed renewal plans. She next described the additional plans that were offered to the District staff and then presented the costs for all of the plans. She stated that the District could fully cover the employees' cost for coverage with Blue Cross and Blue Shield HMO plan at a monthly cost of \$4,165.83, saving the District 2.4% annually compared to the current plan. She further explained that a second option would be available for employees seeking a PPO plan with Blue Cross and Blue Shield and that the employees choosing this option would pay the difference between the two plans, deducted semi-monthly from participating employees' paychecks. She also stated that employees are appreciative of this generous benefit provided by the District. Treasurer Rohden moved that the Board approve the renewal of the healthcare insurance plans with Blue Cross and Blue Shield, offering HMO and PPO options as presented, with the District fully paying the monthly premium for the HMO option and employees then paying the cost difference for the PPO plan, if desired. Director Meppelink seconded the motion, which passed unanimously.

Directors Tanner and Pena then left the meeting at 5:10 p.m.

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, 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.

Mr. Chavez also reported on the new dustless blaster equipment now in use by the graffiti crew that will save money and time abating graffiti in the East End and for contracts.
 2. Law Enforcement Coordination Team meeting

Martin Chavez presented a report on the June LECT meeting, the visit by Sheriff Edward Gonzalez, and on the activities of the team, a copy of which is attached hereto.

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 and Perception - Receive reports on the following and authorize appropriate action:
 1. Progress on wayfinding signage installation.

Dan Joyce reported on the progress made in the production and installation of the District's new wayfinding signage.
- c. 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 May.
 2. Metro 5310 Sidewalks Update.

Patrick Ezzell reported that the construction project is just beginning.
 3. Intermodal Terminal Agreement Update.

No report was given.
 4. Report on the Farmer's Market.

No report was given.

d. Administrative: - Landscape Services on East End Light Rail

No report was given.

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 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.

Legal counsel Jeanne McDonald then announced that the Board was convening in Executive Session at 5:23 p.m. to consult with the attorney in accordance with Section 551.071 of the Texas Government Code and to discuss deployment of security personnel or devices or a security audit in accordance with Section 551.076 of the Texas Government Code.

ITEM. 13. 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.

The Board reconvened in open session at 5:42 p.m.

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



(SEAL)


Secretary, Board of Directors