

GREATER EAST END MANAGEMENT DISTRICT
Regular Meeting of the Board of Directors
March 22, 2018

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, March 22, 2017, at 3:30 p.m. The roll was called for the members of the Board, to-wit:

Position 1	Ann Taylor	
Position 2	Blanca Blanco	
Position 3	Stephen Quezada	
Position 4	William McConnell	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	Dr. John Jacob	
Position 13	Craig Rohden	Vice Chair
Position 14	Marjorie Pena	
Position 15	Susan Sahwani-Garcia	

and all of the above were present except for Ann Taylor, Blanca Blanco, Erin Dyer, and Rodrigo Tejeda, thereby establishing a quorum.

Also present during all or part of the meeting were Veronica Gorczynski, Asha John, Martin Chavez, Dan Joyce and Eva Quiroz of the District staff; Patrick Ezzell and Rosyne Wimbish of Coastal Builders; Jeanne McDonald of Jeanne H. McDonald, PC; Greg Wood of the Buffalo Bayou Rowing Center; Captain Avalos from Precinct 6, Joaquin Martinez of Council Member Gallegos office and Devin Licata, member of the public.

At 3:32 p.m. Chair Bill McConnell called the meeting to order.

Item 1 Receive Public Comments in accordance with adopted procedures.

Susan Garcia gave report that Cage Elementary, a school in the District, is doing Beauty and the Beast and shared event details with the Board.

Greg Wood with Buffalo Bayou Rowing Center presented information about the organization and its future activities, which include an event on the Esplanade. He stated that his family has also purchased property in Magnolia Park.

No further public comments.

Item 2 Assessments. Receive report on collection of assessments and authorize appropriate action.

Director of Finance Asha John reported on assessment collections for the 2017 levy and prior years. No action was taken.

Item 3 Appointment of Directors. Declare vacancies, if appropriate; appoint directors if appropriate; and approve a revised District Registration Form.

District President Gorczynski presented Devin Licata for appointment to Position 9 effective on Friday, March 23, 2018. Joe Meppelink moved to appoint Devin Licata to Position 9 of the Greater East End Management District effective March 23, 2018. Stephen Quezada seconded the motion, which passed unanimously.

Item 4 Appointment of Committee Members. Declare vacancies, if appropriate; and appoint directors to Committees if appropriate.

This item was tabled as no action was needed.

Item 5 Minutes. Approve minutes of previous Board meeting(s).

Stephen Quezada moved to approve the minutes from the February 22, 2018 Board meeting, as presented. Marjorie Pena seconded the motion, which passed unanimously.

Item 6 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.

Jose Valdez, Finance Committee member, presented the District's February 2018 financial reports. Dr. John Jacob moved that the Board approve the February 2018 financial reports. Stephen Quezada seconded the motion, which passed unanimously.

Item 7 Review and Approve Street Sweeping Contract. Review contract amendment for street sweeping of Harrisburg, Canal, Sampson, and York Streets, and approve, as appropriate.

Martin Chavez, Director of Operations and Constituent Services, presented a one-year contract with Mr. Sweeper for consideration. He explained that this contract covers sweeping services for improved corridors and that Taylor to 71st is a newly added area. He stated that the total contract amount is approximately \$5,400 for the year and that this organization does services for other management districts and was highly recommended. Vice Chair Craig Rohden moved to approve the Mr. Sweeper contract. Stephen Quezada seconded the motion, which passed unanimously.

Item 8 Review and Approve Mowing Service Contract. Review contract renewal of Yellowstone for mowing services, and approve, as appropriate.

Martin Chavez, Director of Operations and Constituent Services, presented the mowing service contract with Yellowstone. He explained that TxDOT pays for mowing for this twenty-four acres 3 cycles per year and the District for 9 cycles, for a total of 12 cuts per year. Vice Chair Craig Rohden explained that the Finance Committee discussed the idea of having the services provided by staff but that they learned that would require new equipment and additional staff, which is cost prohibitive. Vice Chair Craig Rohden moved to approve the Yellowstone contract. Stephen Quezada seconded the motion, which passed unanimously.

Item 9 Review and Approve Agreement with Harrisburg TIRZ for Roundabout. Review and approve TIRZ agreement for Roundabout match funds, as appropriate.

Patrick Ezzell of Coastal Builders explained that President Veronica Gorczynski presented the Roundabout project to the Harrisburg TIRZ Board, and they agreed to fund \$456,400 which is 75% of the total 20% match needed for the TxDOT contract with the District to fund the remaining \$150,000 of the required \$606,400 match. Joe Meppelink moved to approve the agreement with the TIRZ. Stephen Quezada seconded the motion, which passed unanimously.

Item 10 Review and Approve Advance Funding Agreement with Texas Department of Transportation. Review Advanced Funding Agreement with TxDOT and approve, as appropriate.

Patrick Ezzell of Coastal Builders presented the Advance Funding Agreement for the Roundabout with TXDOT and explained that GEEMD will be responsible for all cost overruns on the project. He stated that the agreement was reviewed and recommended by the Infrastructure Committee. He said that GEEMD would manage the RFQ process and that the selection committee would include members of the GEEMD and TIRZ board.

Jeanne McDonald explained that the District will design the Roundabout and TXDOT will build it. She reviewed two changes she is requesting TXDOT to make to the agreement and asked that the Board approve this agreement subject to attorney approval of the final language. Stephen Quezada moved to approve the Advanced Funding Agreement with the Texas Department of Transportation subject to attorney approval of the final language. Joe Meppelink seconded the motion, which passed unanimously.

Item 11 Authorize staff to commence Roundabout Project. Authorize staff to commence Roundabout Project and to issue a request for qualifications for a design professional, as appropriate.

Stephen Quezada moved to authorize staff to commence the Roundabout project. Vice Chair Craig Rohden seconded the motion, which passed unanimously.

Item 12 Review and approve Federal Transit Administration (FTA) Fiscal Year 2018 Certifications & Assurances. Review Federal Transit Administration (FTA) Fiscal Year 2018 Certifications & Assurances, and approve as appropriate.

Jeanne McDonald explains the District must approve the new Federal Transit Administration Certifications and Assurances annually to continue receiving federal funding. Jose Valdez moved to approve the Federal Transit Administration Certifications and Assurances. Dr John Jacob seconded the motion, which passed unanimously.

Item 13 Receive Report on Rebrand & Marketing Update and authorize related expenses. Receive Report on Rebrand & Marketing Update and authorize proposed expenses, as appropriate.

Dan Joyce explains there is approximately \$37,000 in the marketing re-brand budget and that the project is anticipated to continue over a two-year period and includes a new logo and a new name for the District. He requested approval of expenditures for website development which will include domain registration, website design and other services as well as the truck wrapping for 5 graffiti trucks. Vice Chair Craig Rohden moved to approve the related marketing re-brand expenditures. Stephen Quezada seconded the motion, which passed unanimously.

Item 14 Receive Report on East End Improvement Corporation and Authorize Memorandum of Understanding. Receive report on EEIC and authorize staff to execute a Memorandum of Understanding, as appropriate.

District President Veronica Gorczynski explained that EEIC is a nonprofit entity created by the District and she wants to outline the duties of staff in handling EEIC business. She reviewed the outline of duties and said that Jeanne McDonald suggested that it be revised to a more conventional form. She explained that as activities in EEIC increases, District staff will spend more time on EEIC work. Chair Bill McConnell asked for the staff time spent on EEIC to be provided at the next Board meeting and Finance Committee meeting. Stephen Quezada moved to approve the Memo of Understanding. Domenic Laurenzo seconded the motion, which passed unanimously.

Item 15 President's Report – District Overview. Receive the President's report on the following District programs and authorize appropriate action:

a. Security and Public Safety:

1. Graffiti abatement program

Martin Chavez, Director of Operations and Constituent Services, explained that Feb 2018 was an active month for graffiti and that District staff is working overtime to address issues in District. Mr. Chavez also mentioned that the Montrose Management District was ordered to dissolve and that the District will lose those graffiti abatement services.

2. Law Enforcement Coordination Team meeting

Martin Chavez, Director of Operations and Constituent Services, explained that Mark Eichenbaum, Director of Homeless Initiatives and special appointment to Mayor, attended the LECT meeting to address the encampments and panhandling

ordinances. He said that Mayor and Council passed encampment ordinance, were sued and are currently in court-ordered mediation.

b. Visual and Infrastructure Improvements:

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

Martin Chavez stated that there is nothing out of the ordinary to report.

2. Report on 5310 Sidewalk Grant

Patrick Ezzell explained 5310 grant is being wrapped up and they are still waiting for final approval on bus stops. He said there were delays due to rain, but older outstanding issues are being addressed.

3. Report on Roundabout Project

Patrick Ezzell shared a picture of the Navigation/Jensen Roundabout design.

4. Report on Liveable Center Study

Patrick Ezzell said there is nothing new to report.

5. Report on Lockwood Garage

Patrick Ezzell explained that the garage is under construction, there will be a new agreement with Frank Lu about transit spaces and a new call for projects that will go out on June 1st.

6. Report on Street Market

Patrick Ezzell explained that ADA bathrooms on Esplanade are completed and painted.

7. Report from UP CDC

No additional report was given.

C. Marketing & Perception. Receive report on forthcoming 2018 marketing activities.

There was no report.

D. East End Improvement Corporation. Receive report on EEIC.

Director of Finance, Asha John, explained that because of EEIC will be fundraising for the Street Fest, Dan Joyce created a website for EEIC. She said that the EEIC board decided to meet from twice a year to quarterly due to Street Fest, and that the kick-off meeting is scheduled for Monday, March 26th at GEEMD offices.

Item 16 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.

There was no need for an Executive Session.


Item 17 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; (f) deployment of security personnel or devices or a security audit; and (g) 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.

Adjourn.

There being no further business, the meeting was then adjourned at 4:50 pm.





Greater East End Management District