

GREATER EAST END MANAGEMENT DISTRICT
Regular Meeting of the Board of Directors
May 24, 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, May 24, 2018, 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	Devin Licata	
Position 10	Rodrigo Tejada	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 Joe Meppelink, Erin Dyer, and Taryn Sims, 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 of Coastal Builders; Greg Wood of the Buffalo Bayou Rowing Center; Annie Stencil from TXCC; Frank Donnelly from Kensinger Donnelly; and Carl Sandin with Perdue Brandon.

At 3:34 p.m. Chair Bill McConnell called the meeting to order.

Item 1 Receive Public Comments in accordance with adopted procedures.

Frank Donnelly with the real estate investment company partnering with Joe Meppelink on a property at 5601 & 5603 Navigation, where both properties back into Turkey Bend, announced an open house on May 31st for the public to see the building. He said that the goal is to fill most of the buildings with non-profits for the next 5 years and then find a long-term plan.

Greg Wood with Buffalo Bayou Rowing Center presented information about an event on the Navigation Esplanade on June 2nd.

No further public comments.

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

Carl Sandin with Perdue Brandon presented delinquent account reports.

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

No action was needed or taken

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

No action was needed or taken

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

Vice Chair Craig Rohden moved to approve the minutes from the March 22, 2018 Board meeting, as presented. Stephen Quezada 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.

Treasurer Rodrigo Tejada presented the Cash Activity reports that represent the financial performance for the year as well as the financial reports for March and April 2018. Dr. John Jacob moved that the Board approve the March and April 2018 financial reports. Marjorie Pena seconded the motion, which passed unanimously.

Ann Taylor entered the meeting at 3:50 p.m.

Item 7 Review and Approve an Engagement Letter with Goodman Corporation. Consider approving an engagement letter with Goodman Corporation for Lockwood Garage TIP Application for federal funding.

Patrick Ezzell with Coastal Builders explained that HGAC has a call for projects which provides an opportunity to apply for federal funding for the Harrisburg garage. He explained that the District needs the services of the Goodman at a cost of \$51,130 to prepare the application and that Frank Liu advanced the funds to the District. Marjorie Pena then moved that the Board approve the engagement letter with Goodman Corporation. Blanca Blanco seconded the motion, which passed unanimously.

Item 8. Review and Approve Right-of-Way Maintenance Contract. Review and award a contract for right-of-way maintenance contract for the District.

Martin Chavez, Director of Operations and Constituent Services, requested approval of the Board for the Flores Quality Services contract for the right-of-way maintenance. Martin Chavez explained that members of the Finance Committee reviewed the bids received and recommended Flores. Treasurer Rodrigo Tejada stated that Flores is not only the lowest bidder, but they provide quality service. Dominic Laurenzo moved that the Board award the Right-of-Way Maintenance contract to Flores Quality Services in accordance with their bid. Blanca Blanco seconded the motion, which passed unanimously.

Item 9. Review and Approve Allocating \$215,000 for District Match for Sidewalk Project.

Review and approve allocating \$215,000 in funds for the District's match for the sidewalk project for which the District is applying for a grant from HGAC.

Patrick Ezzell of Coastal Builders explained that the District plans to apply for \$3,700,000 of federal funds through H-GAC, of which 80% would be funded through federal funds. He explained that for the match, Councilmembers Cisneros and Gallegos each agreed to allocate a \$100,000 from their district's budgets which will be paid to the District by the City and the TIRZ is allocating up to \$400,000. Mr. Ezzell requested that the District agree to allocate up to \$215,000 of District funds to the Sidewalk Project contingent upon dependent on the District obtaining enforceable agreements for remaining match needed for the total grant. Dominic Laurenzo moved that the Board approve the District match for the sidewalk project. Blanca Blanco seconded the motion, which passed unanimously.

Item 10. Review and Approve Contract with Traffic Engineers, Inc. Consider contracting with Traffic Engineers, Inc. (TEI) to submit a TIP application for a sidewalk grant on behalf of the District for an amount not to exceed \$15,000.

Patrick Ezzell presented the proposal of Traffic Engineers, Inc. to prepare the TIP application for federal funding to submit to H-GAC in the amount of \$12,500. Marjorie Pena moved that the Board accept the Traffic Engineers, Inc proposal. Blanca Blanco seconded the motion, which passed unanimously.

Item 11. Consider Rate Increase for Graffiti Abatement Program. Consider and take action to increase the rates for the graffiti abatement program and to notify customers.

Martin Chavez, Director of Operations and Constituent Services, recommended a rate increase for the graffiti services program from \$80 to \$85 effective Oct 1st, 2018 so that partners will have sufficient time to obtain approval from their respective Boards. He explained that this is the first rate increase for this program and that the rate will cover equipment, increased costs with consumables and other related items. Blanca Blanco moved that the Board approve the increase of \$5 for the graffiti services contracts. Treasurer Rodrigo Tejada seconded the motion, which passed unanimously.

Item 12. Consider Approving a Memorandum of Understanding with Texas Conservation Corps for Clean & Green program. Consider and approve a Memorandum of Understanding with Texas Conservation Corps for Clean & Green program activities in the District.

Martin Chavez presented Annie Stencil from American Youth Works with the Texas Conservation Corps Clean & Green program ("TCC"). Ms. Stencil explained that the Clean & Green program is for nonviolent offenders who pay a fee to avoid jail time and serve 6-12 hours. She said they work on conservation projects and pick up trash and that there would be up to 10 offenders each day. She stated that to participate in the program, the District would have to provide the trees, mulch and other supplies and the workers would be available to help with beautification projects. She reported that TCC assumes the liability of the workers and Harris County determines the number of hours for each offender. Dr. John Jacob moved that the Board approve the MOU with the Texas Conservation Corps for the Clean and Green program. Blanca Blanco seconded the motion, which passed unanimously.

Item 13. Consider Resolution for Legal Name Change to East End District. Discuss whether to move forward with a legal name change from "Greater East End Management District" to "East End District," consider adopting a resolution to change the name, and authorize appropriate action.

President Veronica Gorczynski asked the Board to formally adopt resolution changing the legal name of the District from Greater East End Management District to East End District. Stephen Quezada moved that the Board adopt the resolution. Vice Chair Craig Rohden seconded the motion, which passed unanimously.

Item 14. Receive Report on Trademark & related Marketing Update and authorize related expenses. Receive Trademark & related Marketing Update and authorize proposed expenses regarding rebrand and trademarking the District's logo as appropriate.

Dan Joyce explained that President Gorczynski earlier obtained approval for re-branding expenditures. He stated that after research he learned that the previous three logos will continue to be trademarked but that an application to trademark the new logo will need to be filed after the Board approves it and places it onto the website. Asha John, Director of Finance, explained that she has contacted the law firm who worked on the previous trademarks, Vinson & Elkins, and the total trademark expenditures should not exceed \$5,000.

No action taken.

Item 15. Discuss the District's Level of Participation with East End Foundation. Discuss the District's level of participation with East End Foundation and authorize appropriate action.

President Gorczynski presented the draft letter showing the level of District support of the East End Foundation, which the Foundation will be able to use for recording the in-kind donation.

No action taken

Item 16. Receive Report on Update from TXXR regarding Kaboom Grant. Receive report from TXXR staff regarding the Kaboom Playground Grant and authorize appropriate action.

Patrick Ezzell presented the KABOOM installation design to the Board. Lauren Calderera from TXXR presented the renderings of the play area based on Board suggestions. She stated that a

Playground Safety Inspector was hired and that TXXR plans to partner with the Mission Continues to install mulch and equipment. She pointed out that the fence will be around the high traffic area for safety purpose but not around all 4 sides and that the playground mulch will need to be re-filled each year. She estimated that installation will be complete by August 15th. Jose Valdez moved that the plans and authorize moving forward with the KABOOM installation. Marjorie Pena seconded the motion, which passed unanimously

Item 18 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 the crew is pushing to get graffiti removed in District.

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. Metro project is completed and the Esplanades are re-planted. He also stated that YES Prep sent their 8th grade and 11th and 12th grade classes to pick up trash for community service.

There were no other items to report

2. Report on Farmers Market

Patrick Ezzell explained that he is working with Asha John to look at the budget closely for the remainder of the year.

3. Report from UP CDC

Patrick Ezzell reported that UPCDC received a funding letter for an \$18,100,000 Section 108 loan from HUD for the Maker Hub project and a \$1,000,000 grant from the Economic Development Initiative and that new market tax credits will also be available for the project. He reported that the needed capital for the project is still short \$4,000,000 but that the federal government has sent money through the Economic Development Administration to Houston for Harvey and that the City is supporting the Maker Hub as its top priority project for such funding.

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 5:16 pm.




Greater East End Management District