

GREATER EAST END MANAGEMENT DISTRICT
Meeting of the Board of Directors
October 26, 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, October 26, 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	Vacant	
Position 10	Rodrigo Tejeda	Assistant Treasurer
Position 11	Taryn Sims	Secretary
Position 12	Vacant	
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, Domenic Laurenzo, Erin Dyer, Rodrigo Tejeda, and Taryn Sim, thereby establishing a quorum.

Also present during all or part of the meeting were Veronica Gorczynski, Hedy Wolpa, Martin Chavez, Dan Joyce, and Eva Quiroz of the District staff; Patrick Ezzell, Rosyne Wimbish, and Austin Helgeson of Coastal Builders; Jeanne McDonald of Jeanne H. McDonald, PC; Deputy Anthony Macias of Harris County Precinct 6 Constable’s office; Anne Olson of Buffalo Bayou Partnership; Lauren Calderera of TXRX Labs; Greg Wood of Buffalo Bayou Rowing Club; Elliot Barner, East End resident; Paul Chavez, guest from Seabrook, Texas; and Dr. Tam Le, James Owens, Violeta Vazquez, Marquette Broussard, Juan Amaz, Eleanor Pollo, Frank Garcia and Andres Rodriguez of Houston Community College Southeast.

At 3:30 p.m. Vice Chair Bill McConnell called the meeting to order.

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

Greg Wood of the Buffalo Bayou Rowing Club reported on activities of the organization and efforts to locate its facilities along Buffalo Bayou. He then thanked the District for hosting East End Street Fest 2017. Next, Martin Chavez of the District staff introduced the new deputy for the East End Security Patrol, Deputy Anthony Macias. Then, Vice Chair Bill McConnell introduced

guests from Houston Community College, Southeast (HCCSE) including Dr. Tam Le, Dean of Material Sciences Department, instructor James Owens, and Violeta Vazquez. He then presented certificates to students who were recently awarded the District's workforce development funding for HCCSE's welding program.

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

Vice President Hedy Wolpa reported on delinquent assessment collections for the 2016 levy and prior years. She next explained bar charts showing delinquent assessment collections for 2016 and prior years, a copy of which is included hereto. Director Margie Pena asked if Hurricane Harvey would have an effect on 2017 commercial property values in the District, to which Vice President Hedy Wolpa responded that staff would investigate that question and report back to the Board. 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.

President Veronica Gorczynski presented the slated of officers recommended by the Executive Committee for the upcoming term and explained that Director Joe Meppelink, if elected Assistant Secretary would be a new member on the Executive Committee. Director Jose Valdez moved that the Board approve the slate of officers as presented: Chair William McConnell, Vice Chair Craig Rohden, Treasurer Rodrigo Tejada, Secretary Taryn Sims, and Assistant Secretary Joe Meppelink. Director Margie Pena seconded the motion, which passed unanimously.

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

Vice Chair Craig Rohden moved that the Board approve the minutes of the September 28, 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.

Vice Chair Rohden reported on the District's assets, liabilities, revenues and expenditures for September, 2017, and the fiscal year to date, a copy of which report is attached hereto. He next presented the Investment Report. Director Blanco moved that the Board approve the reports as presented. Director Stephen Quezada seconded the motion, which passed unanimously.

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

ITEM 6. APPROVAL OF PARTICIPATION IN THE BUFFALO BAYOU PARTNERSHIP EAST SECTOR PLAN. REVIEW REQUEST FROM BUFFALO BAYOU PARTNERSHIP TO

PARTICIPATE IN THE FUNDING OF THE EAST SECTOR PLAN, AND AUTHORIZE APPROPRIATE ACTION.

Anne Olson of the Buffalo Bayou Partnership presented information about the East Sector study planning process for Buffalo Bayou and its impact on the East End community. She stated that the study would result in a comprehensive plan to build trails, parks, and housing from input to be gathered at public meetings that would thereby determine the community's needs. President Veronica Gorczynski asked that the Board approve an expenditure of \$14,000. She stated that \$5,000 had already been included in the budget for this study, with the balance of \$9,000 to come from designated below the line contingency funds. Legal advisor Jeanne McDonald stated that the East Sector plan is in alignment with the District's Ten Year Service Plan and that the District would be a partner participant in the study. After discussion, Director Blanco moved that the Board approve allocating \$14,000 for participation as a partner in the Buffalo Bayou East Sector plan. Assistant Secretary Meppelink seconded the motion, which passed unanimously.

ITEM 7. AGREEMENT FOR MURAL ART SERVICES, ESPLANADE RESTROOMS. CONSIDER PROPOSED AGREEMENT FOR MURAL ART SERVICES ON THE RESTROOMS LOCATED ON THE ESPLANADE, AND AUTHORIZE APPROPRIATE ACTION.

Patrick Ezzell of Coastal Builders presented an agreement for mural art services for the ADA restrooms on the Esplanade and showed a rendering of the proposed artwork for the restroom exterior walls by UP Art Studios. He stated that \$10,000 had been allocated in the restroom budget for the mural art, with the proposed artwork design to be approved by the Board. Director Quezada asked about mural primer and coating, to which Martin Chavez replied that the primer and coating would be applied by District staff before and after the artwork is done and that this would be an in-kind contribution toward the project from the District's graffiti program. After discussion, Assistant Secretary Meppelink moved that the Board approve the proposed artwork for the exterior walls of the Esplanade restrooms. Director Quezada seconded the motion, which passed unanimously.

ITEM 8. CONSIDER OPERATING AGREEMENT FOR KIOSK ON NAVIGATION ESPLANADE. CONSIDER APPROVING AN OPERATING AGREEMENT WITH URBANIKA GROUP FOR A CAFÉ PERMITTED BY THE COH FOR THE NAVIGATION ESPLANADE AND AUTHORIZE APPROPRIATE ACTION.

Patrick Ezzell stated that he is presenting the previously approved operating agreement between GEEMD and Urbanika to the Board again because Urbanika proposed changed terms to the draft presented that the Board must approve. He reviewed with the Board that the District has an operating agreement with COH for the Navigation Esplanade and that the District would enter a public-private agreement with Urbanika that would permit Urbanika to build and operate a kiosk restaurant on the Esplanade which kiosk would be conveyed to the District at the end of year 4. He next explained no operating fee would be charged in the first four years of the agreement but thereafter the fee would be 7% of gross sales. He then explained the remaining terms of the agreement. After discussion, Vice Chair Rohden moved that the Board approve the operating agreement with Urbanika for a kiosk restaurant on the Esplanade. Assistant Secretary Meppelink seconded the motion, which passed unanimously.

ITEM 9. SUBMISSION OF KABOOM GRANT OPPORTUNITY. REVIEW KABOOM GRANT OPPORTUNITY; AUTHORIZE STAFF TO SUBMIT APPLICATION BY NOVEMBER DEADLINE; AND AUTHORIZE APPROPRIATE ACTION.

Patrick Ezzell of Coastal Builders presented a grant opportunity to fund an interactive play area with TXRX Labs, UP Art Studios, UPCDC, and the East End Improvement Corporation as partners in the project. Austin Helgeson then presented an overview and renderings of the possible Kaboom play structures to be installed on Navigation Esplanade. After discussion about insurance, liability and fencing, Director Pena moved that the Board approve submission of the Kaboom grant to fund an interactive play area on Navigation Esplanade. Director Blanco seconded the motion, which passed unanimously. Mr. Ezzell said that the final design would be presented to the Board for approval.

ITEM 10. CONTRACT AMENDMENT #13 FOR COASTAL BUILDERS. REVIEW AND APPROVE AMENDMENT NO. 13 TO SERVICES AGREEMENT WITH COASTAL BUILDERS TO AUTHORIZE PAYMENT TO COASTAL BUILDERS RELATED TO FEDERAL PROJECT ADMINISTRATION FOR THE EASTWOOD INTERMODAL TERMINAL PARKING GARAGE, AND AUTHORIZE APPROPRIATE ACTION.

President Gorczynski presented Amendment No. 13 to the Coastal Builders agreement that would authorize payment by the District to Coastal for the administration of the Eastwood Intermodal Terminal parking garage. She explained that the District would receive pre-paid funding from Lovett for administration of the project in advance of its payment to Coastal Builders. Vice Chair Rohden moved that the Board approve Amendment No. 13 to the Coastal Builders agreement. Director Valdez seconded the motion, which passed unanimously.

ITEM 11. INVESTMENT POLICY. REVIEW THE INVESTMENT POLICY AND ADOPT A RESOLUTION AMENDING OR CONFIRMING THE SAME; OBTAIN NEW CERTIFICATIONS FROM DEALERS AND BROKERS, IF NEEDED; AMEND OR APPROVE DEPOSITORY PLEDGE AGREEMENTS; ACCEPT DISCLOSURES OF RELATIONS WITH BROKERS FROM INVESTMENT OFFICERS; ADOPT A LIST OF AUTHORIZED BROKERS/DEALERS; AND AUTHORIZE APPROPRIATE ACTION.

Legal counsel Jeanne McDonald stated that she had reviewed GEEMD's investment policy and stated that at this time, there is no change in the law that requires a change to the policy. She explained that the Board could now adopt a resolution to confirm the investment policy in its current form if that is the consensus and approve the list of brokers and dealers. After discussion, Vice Chair Rohden moved that the Board adopt a resolution confirming the District's investment policy and adopt a list of authorized brokers and dealers. Director Pena seconded the motion, which passed unanimously.

ITEM 12. FINANCIAL PROCEDURES. REVIEW DRAFT GEEMD ANNUAL BUDGETING AND FINANCIAL PLANNING PROCEDURES; CONSIDER ADOPTING PROCEDURES; AND AUTHORIZE APPROPRIATE ACTION.

Vice President Wolpa presented the draft Annual Budgeting and Financial Planning Procedures document and explained that the staff, along with the Finance Committee, had developed the outline of procedures expressly addressing budgeting, planning, unbudgeted/uncertain items, designated funds, and spending limits in response to Board request for such defined procedures. She also presented the general financial policy guidelines that the Finance Committee and staff would be committed to follow in budgeting and planning with District's funds. Director Quezada moved that the Board approve the Annual Budgeting and Financial Planning Procedures document as presented. Director Susan Garcia seconded the motion, which passed unanimously.

ITEM 13. PARTICIPATION IN SECURITY PATROL WITH HARRIS COUNTY PRECINCT 6. CONSIDER RENEWAL OF CONTRACT WITH THE EAST END IMPROVEMENT CORPORATION TO PARTICIPATE IN SECURITY PATROL WITH HARRIS COUNTY PRECINCT 6, AND AUTHORIZE APPROPRIATE ACTION.

Constituent Services Director Martin Chavez presented the contact between the District and the East End Improvement Corporation for patrol services by Harris County Precinct 6 Constable for one sergeant and 3 deputies for the 2018-2019 contract year. He stated that the cost would increase 3% and that this would be the first increase in the price of patrol services from the County in 3 years. Director Quezada moved that the Board approve the contract for Precinct 6 patrol services with the East End Improvement Corporation for 2018-2019 contract year. Director Blanco seconded the motion, which passed unanimously.

ITEM 14. 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. He also reported that the Westchase Management District is interested in contracting with GEEMD for graffiti abatement services.
 2. Law Enforcement Coordination Team meeting
Martin Chavez reported on officer recognition awards for East End officers.
- b. Marketing and Perception – Receive reports on the following and authorize appropriate action:
 1. Receive report on East End Street Fest.
President Gorczynski reported on the 2017 East End Street Fest and stated that attendance was around 6,000 visitors.
- 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 September.

2. Tire collection issues.

No report was made.

3. Metro 5310 Sidewalks Update.

Patrick Ezzell reported that the construction project is making good progress and that sidewalks are being built in the areas recommended in the last Livable Centers study with access to transit on Harrisburg and other local transit routes.

- a. Administrative – Receive reports on the following and authorize appropriate action:

1. Director of Finance Vacancy Update.

President Gorczynski reported that the new Director of Finance, Asha Sera John, will begin work at GEEMD on November 20.

2. Review Hearings Examiners for Public Hearing, entities offering testimony, and letters to major rate payers and top employers.

President Gorczynski reported that the Public Hearing is scheduled for November 9 at 3:00 pm at District offices and that the District is still in need of one more hearing examiner.

ITEM 15. 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.

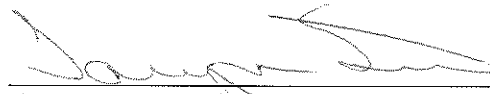
ITEM 16. RECONVENE IN OPEN SESSION. RECONVENE IN PUBLIC SESSION TO CONSIDER AUTHORIZING DISTRICT STAFF AND CONSULTANTS TO TAKE ANY ACTION NECESSARY WITH RESPECT TO (A) PENDING OR CONTEMPLATED LITIGATION OR ATTORNEY ADVICE; (B) ACQUISITION OF REAL PROPERTY; (C) PERSONNEL MATTERS; AND (D) RECEIVING INFORMATION 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 5:20 pm.




Secretary, Board of Directors