

GREATER EAST END MANAGEMENT DISTRICT
Meeting of the Board of Directors
September 28, 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, September 28, 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	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 Stephen Quezada and Susan Garcia, thereby establishing a quorum.

Also present during all or part of the meeting were Veronica Gorczynski, Hedy Wolpa, Martin Chavez, and Dan Joyce 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 and Greg Wood of Buffalo Bayou Rowing Club; Helen McDonald, guest; Jorge Garcia of Urbanika Group; Noah Quiles of UP Art Studios; Tim Applewhite of McCall Gibson Swedlund Barfoot, PLLC; and Crystal Horn of McGrath & Co., PLLC.

At 3:35 p.m. Chair Nory Angel 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 2016 and prior years, a copy of which is included hereto. No action was taken.

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

Michaela Wood and Greg Wood of the Buffalo Bayou Rowing Club reported on activities of the organization and efforts to locate its facilities along Buffalo Bayou.

Next, Sgt. Edward Mata of the Harris County Precinct 6 Constable's office reported on the East End Security Patrol and calls for service in the East End.

At 3:40 p.m., Ann Taylor entered the meeting.

ITEM 3. NEW TERMS FOR DIRECTORS. CONSIDER AND APPROVE THE BONDS, OATHS AND SWORN STATEMENTS OF THE DIRECTORS IN POSITIONS 1-7 THAT WERE APPOINTED TO NEW TERMS BY THE CITY OF HOUSTON.

Legal Counsel Jeanne McDonald explained that directors in Board positions 1-7 had been reappointed by the City of Houston; that each director had signed their bond, oath, sworn statement since the reappointment; and that a new District Information Form would be prepared and submitted as required on behalf of the District. Director Erin Dyer moved that the Board approve the bonds, oaths, and sworn statements of the Directors in positions 1-7. Director Blanca Blanco seconded the motion, which passed unanimously.

ITEM 4. APPOINTMENT OF DIRECTORS. DECLARE VACANCIES, IF APPROPRIATE; APPOINT DIRECTORS IF APPROPRIATE; AND APPROVE A REVISED DISTRICT REGISTRATION FORM.

President Veronica Gorczynski announced that Chair Nory Angel had tendered her resignation as Board Director, effective September 29. Vice Chair Bill McConnell moved that the Board accept Ms. Angel's resignation effective September 29, 2017. Director Blanco seconded the motion, which passed unanimously.

ITEM 5. MINUTES. APPROVE MINUTES OF PREVIOUS BOARD MEETING(S).

Assistant Chair Bill McConnell moved that the Board approve the minutes of the August 24, 2017, Board meeting as presented. Director Ann Taylor 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.

Assistant Treasurer Rod Tejeda reported on the District's assets, liabilities, revenues and expenditures for August, 2017, and the fiscal year to date, a copy of which report is attached hereto. Treasurer Craig Rohden moved that the Board approve the report as presented. Director Erin Dyer seconded the motion, which passed unanimously.

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

ITEM 7. RENEWAL OF CONTRACT WITH MCGRATH & CO. PLLC FOR ACCOUNTING SERVICES.

Crystal Horn of McGrath & Co., PLLC, presented an engagement letter for accounting services by McGrath & Co. She stated that the fees for monthly and quarterly services and for the pre-audit preparation would remain the same as last year. President Gorczynski stated that the staff recommends moving forward with renewal of the agreement for accounting services. Treasurer Rohden moved that the Board approve the agreement for accounting services for the 2017-2018 fiscal year with McGrath & Co., PLLC. Director Jose Valdez seconded the motion, which passed unanimously.

ITEM 8. RENEWAL OF CONTRACT WITH MCCALL GIBSON SWEDLUND BARFOOT PLLC FOR AUDIT SERVICES. CONSIDER RENEWAL OF CONTRACT FOR AUDIT SERVICES FOR GEEMD, EEIC, AND THE SINGLE AUDIT REQUIRED DUE TO THE FEDERAL GRANTS EXPENDED BY GEEMD.

Tim Applewhite of McCall Gibson Swedlund Barfoot, PLLC, presented an engagement letter for audit services by McCall Gibson. He next explained the auditors' and the management district's responsibilities, the fees for services, including the Single Audit for federal grant expenditures. President Gorczynski stated that the staff recommends moving forward with renewal of the agreement for audit services. Secretary Taryn Sims moved that the Board approve the agreement for audit services for the 2016-2017 fiscal year with McCall Gibson Swedlund Barfoot, PLLC. Assistant Treasurer Tejeda seconded the motion, which passed unanimously.

ITEM 9. PUBLIC HEARING. REVIEW LIST OF CERTIFIED AND UNCERTIFIED VALUES FOR 2017 PREPARED BY EQUITAX; DETERMINE WHETHER TO CALL A PUBLIC HEARING TO SUPPLEMENT THE ASSESSMENT ROLL WITH NEW VALUE.

President Gorczynski explained the new accounts, the capped accounts, and value-added accounts to the 2017 assessment roll and stated that the District cannot go back to capture this value in future years if it does not hold a public hearing and invite property owners to such public hearing this year. She stated that the total value added to the roll represents \$350,000. She next stated that the hearing date would be scheduled for November 9, 2017, and that a panel of three hearing examiners would be needed for the hearing. Legal counsel Jeanne McDonald explained the due process for assessment collection, as that process relates to the District's 10 Year Service Plan, and stated that the hearing would hope to prove that there are benefits provided by the District to rate payers for those assessment dollars. Assistant Treasurer Tejeda moved that the Board approve calling for a Public Hearing, tentative to November 9, 2017, unless that date does not meet the timeline for notice to rate payers and authorizing staff to appoint the hearings examiners. Director Margie Pena seconded the motion, which passed unanimously.

ITEM 10. CONSIDER OPERATING AGREEMENT FOR KIOSK ON NAVIGATION ESPLANADE. CONSIDER OPERATING AGREEMENT BETWEEN URBANIKA GROUP AND GEEMD FOR A CAFÉ KIOSK ON THE NAVIGATION BOULEVARD ESPLANADE.

Patrick Ezzell of Coastal Builders explained that a new operating agreement for a café kiosk on Navigation Boulevard could fill the vacant space for a container structure on the Esplanade. He next introduced Jorge Garcia, the owner of Urbanika, the container company that would build the café kiosk, who presented information about an open kitchen artisanal pizza café, a copy of which is included hereto. Director Blanco moved that the Board approve an operating agreement for a café kiosk on the Navigation Boulevard Esplanade, contingent upon review by legal counsel and final revision. Secretary Sims seconded the motion, which passed unanimously.

ITEM 11. CONSIDER ASSIGNMENT OF CONTRACT BETWEEN COASTAL BUILDERS AND 6 WESTHEIMER LTD TO THE DISTRICT. CONSIDER ACCEPTING THE ASSIGNMENT OF THE PROJECT ADMINISTRATION AGREEMENT BETWEEN COASTAL BUILDERS AND 6 WESTHEIMER LTD (LOVETT).

Patrick Ezzell explained that Six Westheimer, Ltd. (Lovett) planned to build a parking garage at 4400 Harrisburg using Federal funds and had entered an agreement with Mr. Ezzell's consulting firm, Coastal Builders, to provide the Project Administration oversight for compliance of the project to Federal funding standards. He next explained that Coastal Builders wishes to assign the Agreement between Six Westheimer and Coastal Builders to GEEMD. Legal counsel Jeanne McDonald explained that the agreement would call for payment for Project Administration to be paid monthly in advance to GEEMD and that the agreement would have a 30-day out for either party. Vice Chair Bill McConnell moved that the Board accept the assignment of the agreement between Six Westheimer and Coastal Builders for Project Administration of construction of a parking garage on Harrisburg. Director Blanco seconded the motion, which passed with one abstention by Erin Dyer who disclosed a conflict of interest as she works for Lovett and did not participate in discussions.

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.
 2. Law Enforcement Coordination Team meeting
Martin Chavez explained that due to Hurricane Harvey, the September LECT meeting was cancelled since the law enforcement officers were involved in relief efforts.

- b. Marketing and Perception – Receive reports on the following and authorize appropriate action:
1. Receive report on East End Street Fest.
Dan Joyce, Marketing and Communications manager, updated the Board on the 2017 East End Street Fest planning efforts.
- 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 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. He also reported on the next call for sidewalk projects and stated that the District has received match dollar commitments from Council Districts H and I and the Harrisburg TIRZ.
 2. ADA Restrooms Update.
Mr. Ezzell reported on progress of construction of ADA restrooms on the Navigation Esplanade. Mr. Noah Quiles of UP Art Studios presented the proposed concepts for the mural art on the ADA restroom containers. He also presented images of the mural art at J.W. Peavy. No action was taken.
 3. Intermodal Terminal Agreement Update.
No Report.
 4. 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 August.

ITEM 13. WORKFORCE DEVELOPMENT. RECEIVE REPORT FROM THE WORKFORCE DEVELOPMENT COMMITTEE REGARDING THE HOUSTON COMMUNITY COLLEGE AWARD AND APPROVE TERMS FOR SUCH AWARD.

Director Pena updated the Board on the District's funding award to Houston Community College for Workforce Development. She explained that the college would use the grant to fund tuition for qualified minority East End students in the welding program. No action was taken.

ITEM 14. 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 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; 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.

(SEAL)




Secretary, Board of Directors