

**EAST END DISTRICT
Special Meeting of the Board of Directors
September 3, 2020**

The Board of Directors (the “Board”) of the East End District (the “District” or “EED”) met in special session, open to the public, via video/audio conference on Thursday, September 3, 2020, at 3:30 p.m. The video/audio conference meeting was authorized pursuant to the March 16, 2020 Declaration by the Governor of the State of Texas, which suspended certain provisions of Chapter 551, Texas Government Code, in response to the Coronavirus (COVID-19) disaster. The Governor’s Proclamation permitted governmental bodies to conduct meetings via telephone or videoconference to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the COVID-19. The roll was called of the members of the Board, to-wit:

Position 1	Vacant	
Position 2	Blanca Blanco	Assistant Secretary
Position 3	Stephen Quezada	Treasurer
Position 4	William McConnell	
Position 5	Domenic Laurenzo	
Position 6	Joe Meppelink	Chairman
Position 7	Vacant	
Position 8	Jose Valdez	
Position 9	Devin Licata	
Position 10	Vacant	
Position 11	Taryn Sims	Secretary
Position 12	Elliot Barner	
Position 13	Vacant	
Position 14	Marjorie Peña	
Position 15	Susan Sahwani-Garcia	

and all of the above were present except for Directors Quezada, McConnell, Laurenzo, and Garcia, thereby establishing a quorum.

Also present during all or part of the meeting were Veronica Chapa Gorczynski, the District’s President; Eva Quiroz, the District’s Administrative Services Manager; Sergeant Maldonado of Harris County Precinct 6 (“Precinct 6”); Patrick Ezzell of Coastal Builders (“CB”); Justine Townsend of Your Part-Time Controller, LLC; Shaida Libhart of TEI; Jill Assir of Houston Community College - Southeast; and Laura Davis and Judy Marcantel of Sanford Kuhl Hagan Kugle Parker Kahn LLP.

Item 1. Receive Public Comments in accordance with adopted procedures.

There were no public comments.

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

Ms. Townsend presented the delinquent assessment report. She reported that the District's 2019 assessments were 94% collected as of July 31, 2020. No action was necessary.

Item 3. Appointment of Directors. Declare vacancies, if appropriate; and appoint directors to Board.

No action was taken.

Item 4. Appointment of Committee Members.

President Gorczynski stated that in order to streamline committee appointments, the District will consider each January all committee appointments, but at this time the District needs to appoint members of the Infrastructure Committee. Ms. Davis explained that Infrastructure Committee members are currently Chairman Meppelink and Director Barner, and that the Board may call for volunteers to be appointed or added to the Committee or confirm the current Committee composition. After discussion, Director Blanco moved to confirm the appointment of Chairman Meppelink and Director Barner to the Infrastructure Committee. Director Peña seconded the motion, which passed unanimously.

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

The Board next considered approving the minutes of the July 23, 2020, meeting. Director Valdez moved to approve the minutes of the July 23, 2020, regular Board meeting, as presented. Director Blanco seconded the motion, which passed unanimously.

Item 6. Security Report. Receive security report related to Precinct 6 Security contract.

Sergeant Maldonado of Precinct 6 reported on criminal activity in the District. He reported that Precinct 6 is receiving an average of 31 calls a day. No action was necessary.

Item 7. 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.

Ms. Townsend presented and reviewed with the Board the monthly Financial Reports for July 31, 2020; the District's investment report for July 2020; and the Leverage Log of Match, Grants and In-Kind Funds 2019-2020 (collectively, the "Reports"). After discussion, Director Valdez moved to approve the Reports, as presented. Director Licata seconded the motion, which passed unanimously.

Item 8. Review Insurance Proposal Texas Municipal League. Review and approve insurance proposal from TML for renewal of District insurance policies, and authorize appropriate action.

President Gorczynski presented and reviewed with the Board a memorandum regarding the renewal of the District's insurance through Texas Municipal League ("TML"). She stated that the total premium for 2020-2021 increased 6.45% for a total premium of \$40,431, effective October 1, 2020.

After discussion, Director Barner moved to approve the renewal of the District's insurance through TML for the total premium amount of \$40,431, effective October 1, 2020. Director Peña seconded the motion, which passed unanimously.

Director Barner left the meeting at 4:26 p.m.

Item 9. Draft Budget for Fiscal Year 2020-2021. Review the draft budget for Fiscal Year 2020-2021 and take appropriate action.

President Gorczynski next presented the first working draft budget for fiscal year ending September 30, 2021. Ms. Townsend explained that the budget has been prepared using conservative revenues in order to account for the possible reduction in collections, and that any increase in assessment values has not been incorporated. No action was necessary.

Item 11. Amendment to Grant Award. Receive and approve amendment to workforce development grant to Houston Community College – Southeast.

This item was taken out of order. President Gorczynski reviewed with the Board a request from Houston Community College-Southeast ("HCC Southeast"), one of three awardees of the East End District Workforce Grant, asking that that the District consider an amendment to its grant award. She explained that due to COVID, HCC Southeast is not currently providing forklift training and that, as an alternative, HCC Southeast is requesting to use the grant funds to provide Certified Logistic Associate (CLA) or Certified Logistic Technician (CLT) training and certification at a cost of \$912 per student, as compared to \$170 person for the Forklift Training Certificate class. She stated that HCC Southeast is requesting an extension for the expenditure deadline to December 31, 2020, for the first year of funding and the authorization to use the remaining \$9,440 in available funds for CLA, CLT, or, if possible, the forklift certificate.

After discussion, Director Blanco moved to amend the grant award as requested, and authorize the second year award in the amount of \$12,500 after December 31, 2020, or when the District received notice the funds are expended and receives an acceptable mid-term grant report submission, whichever comes first. Director Sims seconded the motion, which passed unanimously.

Item 10. Presentation on Livable Center Study. Receive presentation from TEI regarding an update on the Greater Eastwood Livable Centers Study.

Ms. Libhart presented to and reviewed with the Board an update on the Greater Eastwood Livable Centers Study. She reviewed proposed recommendations which included safety improvements throughout the streets, park system improvements, school access assessment

programs, safe intersections/crossings, building a bike network, and incorporate culture and history into public space and development projects. No action was necessary.

Director Licata left the meeting at 5:15 p.m.

Item 12. President's Report - District Overview. Receive the President's report on the following District programs and authorize appropriate action:

President Gorczynski advised the Board that the report is in the meeting documents for their review.

Item 13. Adjourn.

The meeting was adjourned at 5:25 p.m.

Taryn Sims

East End District

