

**GREATER EAST END MANAGEMENT DISTRICT**  
**Meeting of the Board of Directors**  
**January 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, January 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	Nory Angel	Chair
Position 10	Rodrigo Tejeda	Assistant Treasurer
Position 11	Taryn Sims	Secretary
Position 12	R.D. Tanner	
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, Erin Dyer, and Nory Angel, thereby establishing a quorum.

Also present during all or part of the meeting were Diane Schenke, Hedy Wolpa, Patrick Ezzell, Rosyne Wimbish, and Eva Quiroz of the District staff; Jeanne McDonald of Jeanne H. McDonald, PC; James Vick and Scott McCready of SWA Group; Larry Hunt of Hunt & Hunt Engineers; and Garrett Morgans of Council Member David Robinson's office.

At 3:45 p.m. Vice Chair Bill McConnell called the meeting to order. As there was no quorum, the meeting proceeded thusly:

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 reported on the January LECT meeting and on the activities of the team.

At 3:50 p.m., Ann Taylor entered the meeting.

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, and stated that the 2016 assessments were being deposited to the District's account. She next described the pie charts and bar charts showing delinquent assessment collections for 2015 and prior years, a copy of which is included hereto. No action was taken.

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

There were no public comments.

ITEM 3. APPOINTMENT OF DIRECTORS. DECLARE VACANCIES, IF APPROPRIATE; APPOINT DIRECTORS IF APPROPRIATE; AND APPROVE A REVISED DISTRICT REGISTRATION FORM.

No action was needed.

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

Secretary Taryn Sims moved that the Board approve the minutes of the December 15, 2016, Board meeting. Assistant Treasurer Rod Tejada 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.

Assistant Treasurer Rod Tejada reported on the District's assets, liabilities, revenues and expenditures for November, 2016, and December, 2016, and the fiscal year to date. Treasurer Craig Rohden moved that the Board approve the November, 2016, and December, 2016, reports as presented. Director Joe Meppelink seconded the motion, which passed unanimously

ITEM 6. CONTRACT WITH SWA GROUP RELATED TO HARRIS COUNTY FLOOD CONTROL BRIDGES. RECEIVE REPORT FROM SWA ASSOCIATES ABOUT STATUS OF HCFCD PLANS TO CONSTRUCT THE LAWNSDALE, FOREST HILLS, AND 75<sup>TH</sup> STREET BRIDGES OVER BRAYS BAYOU, THE PLANS DEVELOPED BY SWA AND

GEEMD IN 2011, APPROVE CONTRACT WITH SWA FOR RELATED DESIGN SERVICES, AND TAKE APPROPRIATE ACTION.

President Diane Schenke introduced James Vick and Scott McCready of SWA Group to the Board. Mr. McCready explained the timeline for construction of the three bridges by Harris County Flood Control District (HCFCD) at Forest Hills, Lawndale, and 75<sup>th</sup> St. He next presented slides showing renderings of the proposed bridge roadways, sidewalks, columns, railings, and the lighting and landscaping enhancements to the right-of-way approaches to the bridges, that were designed especially for the East End in 2011 by SWA and a local artist. He next explained that the designs for the enhancements, including the conduit and the form liners, needed to be provided to HCFCD for their use while the bridges are under construction so that these utilities will be ready when GEEMD installs the bridge enhancements at a future date. He further explained that the design work for the enhancements is a 2-step process, with Step 1, already in progress since 2014, to cost \$48,000 to complete in this fiscal year, and Step 2 to cost \$71,420 in the following year. Ms. Schenke explained that after the bridge construction is completed, the future construction and installation of the enhancements by GEEMD is expected to be grant funded, and she further stated that there was no guarantee that grant funds would be available for the project. She also stated that the cost of monthly operation of the utilities in the enhancements would be paid for by GEEMD and that GEEMD would add the bridge enhancements to its maintenance agreement with the City of Houston. Director Blanca Blanco moved that the Board approve a contract with SWA Group to complete the design work for the enhancements for the three Brays Bayou bridges in two phases, Step 1 for \$48,000, and Step 2 for \$71,420, with a 30-day out by either party. Director Joe Meppelink seconded the motion. The motion passed, with one abstention by Director R.D. Tanner.

ITEM 7. CONTRACT WITH THE GOODMAN CORPORATION, RECEIVE UPDATE ON STUDY UNDERWAY FOR RECEIVING FEDERAL TRANSIT AUTHORITY APPROVAL FOR VARIOUS INFRASTRUCTURE IMPROVEMENTS, INCLUDING SIDEWALKS AND A PARKING GARAGE IN THE LOCKWOOD/HARRISBURG AREA, APPROVE AGREEMENT WITH THE GOODMAN CORPORATION FOR SERVICES ASSOCIATED WITH OBTAINING A LETTER OF NO PREJUDICE, AND TAKE APPROPRIATE ACTION.

Patrick Ezzell explained that the District now has an agreement with The Goodman Corporation to obtain a Letter of No Prejudice (LONP) to receive authority from the FTA to build infrastructure projects, including sidewalks and a parking garage in the Lockwood/Harrisburg area that will improve access to the East End light rail. He stated that \$11,500 is required to complete the consultant's work toward obtaining the LONP and that Frank Liu would pay half of the cost. Treasurer Rohden moved that the Board approve funding \$11,500 to The Goodman Corporation to finish the work toward obtaining the LONP for future infrastructure improvements near Lockwood/Harrisburg. Director Margie Pena seconded the motion, which passed, with one abstention by Director Tanner.

ITEM 8. CONTRACT FOR WAREHOUSE SPACE. CONSIDER CONTRACT TO LEASE WAREHOUSE SPACE TO STORE EQUIPMENT, INCLUDING TRUCKS AND OTHER VEHICLES, TO HELP FACILITATE GEEMD OPERATIONS, AND TAKE APPROPRIATE ACTION.

Treasurer Rohden recused himself from the discussion regarding the lease of warehouse space. Martin Chavez presented information about the opportunity to lease warehouse space near the District offices from Space City Credit Union. He explained that the warehouse would be used to store equipment and vehicles that are used for the District's graffiti, litter abatement, and special projects programs and services that the District provides to East End constituents. He further explained that the lease would be for 3 years, with a 90-day out for both parties, at a cost of \$1,041.66 per month for the first year, effective February 1, 2017, and increasing to \$1,250.00 and \$1,458.33 for the second and third years respectively. Secretary Taryn Sims moved that the Board approve a lease agreement for warehouse space to be used to stage and store equipment for the District's service programs with Space City Credit Union for 3 years, with a 90-day out by both parties. Director Pena seconded the motion, which passed, with one abstention by Director Tanner.

ITEM 9. REPORT FROM EAST END FOUNDATION. RECEIVE REPORT FROM EAST END FOUNDATION ABOUT ACCOMPLISHMENTS TO DATE AND PLANS FOR 2017, AND TAKE APPROPRIATE ACTION.

This item was tabled for a future meeting.

ITEM 10. SETTLEMENT FOR IMAGE USE ON WEBSITE. APPROVE SETTLEMENT AND RELEASE AGREEMENT WITH GETTY IMAGES (US), INC. FOR ALLEGED UNLICENSED USE OF IMAGE ON DISTRICT WEBSITE, AND TAKE APPROPRIATE ACTION.

Hedy Wolpa explained that the District had unknowingly used a licensed image on its website since 2005, and that the District was notified by Getty Images (US) Inc., ("Getty") representing the photographer that such use was unauthorized. She further explained that Getty had provide a settlement and release agreement that included a license fee for prior unauthorized use for \$1,174.51. Director Ann Taylor moved that the Board authorize approval of the settlement and release agreement with Getty Images (US), Inc. and pay the fee of \$1,174.51 for unauthorized use of the image. Director Meppelink seconded the motion, which passed unanimously.

ITEM 11. STRATEGIC PLAN. RECEIVE UPDATE ON THE DISTRICT'S STRATEGIC PLAN AND AUTHORIZE APPROPRIATE ACTION.

Ms. Schenke reported that Avalanche Consulting and CDS Consulting spent two days in Houston with District staff and the strategic planning stakeholder committee to collect economic and demographic data. She further reported that the stakeholder committee was comprised of community, business, and board members and that the results of the meetings would be presented to the Board in March.

ITEM 12. PRESIDENT'S REPORT, CONT. - DISTRICT OVERVIEW: RECEIVE THE PRESIDENT'S REPORT ON DISTRICT PROGRAMS; AND AUTHORIZE APPROPRIATE ACTION.

b. 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 for 2016.
2. Livable Centers activity.  
Patrick Ezzell reported that the 5310 Access project with Metro is still in the design stage, with a review of sidewalk conditions underway by Jones and Carter. He stated that design would be submitted to the City of Houston in early May, 2017.
3. Report on the Farmer's Market.  
Patrick Ezzell reported on the street market activities and reviewed the income and expense report, a copy of which is included hereto.

ITEM 13. EXECUTIVE SESSION.


The Board did not convene in Executive Session.

ITEM 14. RECONVENE IN OPEN SESSION.

As there was no Executive Session, the Board did not reconvene.

ITEM. 15. ADJOURN.

There being no further business to come before the Board, Vice Chair Bill McConnell adjourned the meeting at 5:25 p.m.

  
Secretary, Board of Directors

