

EAST END DISTRICT
Regular Meeting of the Board of Directors
January 28, 2021

The Board of Directors (the “Board”) of the East End District (the “District” or “EED”) met in regular session, open to the public, via video/audio conference on Thursday, January 28, 2021, 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	Anna Deans	
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	Lani Baker	
Position 8	Jose Valdez	
Position 9	Devin Licata	
Position 10	Josue Perez	
Position 11	Taryn Sims	Secretary
Position 12	Elliot Barner	
Position 13	Vacant	
Position 14	Marjorie Pefia	
Position 15	Susan Sahwani-Garcia	

and all of the above were present except Directors Barner and Laurenzo, 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; Dan Joyce, the District’s Director of Marketing & Communications; Martin Chavez, the District’s Director of Constituent Services; Sergeant Maldonado of Harris County Precinct 6 (“Precinct 6”); Patrick Ezzell of Coastal Builders (“CB”); Justine Townsend and Angela Stephens of Your Part-Time Controller, LLC; Sherry Weesner on behalf of Tax Increment Reinvestment Zone 15 (“TIRZ 15”); Kory Hayward with the offices of Rep. Sylvia Garcia; Robert Feiderlein of Urban Partnerships Community Development Corporation (“UPCDC”); Michael Pittman of Maker Hub; Muhammad Ali of Gauge Engineering; Olivia Garcia; 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 2020 assessments were 15% collected as of December 31, 2020. No action was taken.

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

a. **Approve Sworn Statements of Josue Perez**

Ms. Davis previously administered the Sworn Statement and Oath of Office for Josue Perez. After discussion, Director McConnell moved to approve the sworn statement and Oath of Office for Josue Perez. Director Peña seconded the motion, which passed unanimously.

b. **Authorize filing of updated District Registration Form.**

Ms. Davis explained that the Texas Water Code provides that this Form be revised and filed with the Texas Commission on Environmental Quality ("TCEQ") when any content changes. After discussion, Director McConnell moved to approve the District Registration Form, as presented. Director Peña seconded the motion, which passed unanimously.

Item 4. Minutes. Approve minutes of previous Board meeting(s).

The Board next considered approving the minutes of the November 19, 2020, meeting. Ms. Davis notes there was an error regarding the attendance of Director McConnell and Director García. Director Blanco moved to approve the minutes of the November 19, 2020, regular Board meeting, as amended. Director McConnell seconded the motion, which passed unanimously.

Item 5. 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 135 calls per week. No action was necessary.

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.

Ms. Townsend presented and reviewed with the Board the monthly Financial Reports for November 30, 2020, and December 31, 2020; the District's investment report for November and December 2020; and the Leverage Log of Match, Grants and In-Kind Funds 2019-2020 (collectively, the "Reports"). Director McConnell made a motion to approve the Financial Reports. Director Sims seconded the motion, which passed unanimously.

Ms. Townsend announced her promotion and introduced Ms. Stephens as her replacement for the District.

Director Quezada stated the Finance Committee discussed the District's cash position going forward regarding future projects. He stated that the District will need to pursue a line of credit as a fall back as the District is awaiting reimbursements. He stated they will need approximately 90 days to go through the line of credit process. No action was needed.

Mr. Feiderlein and Mr. Pittman joined the meeting at 4:15 p.m.

Item 7. Addition of Standard Porter Services with Price Wagener Services. Consider recommendation and approve the addition of porter services (also known as "litter pickup") by Price Wagener Services to the I-45 Corridor maintenance schedule.

Mr. Chavez presented a landscape maintenance agreement for litter abatement. He stated the contract would cost \$12,000 annually. After discussion, Director Blanco moved that the Board approve the landscape maintenance agreement subject to attorney review. Director Garcia seconded the motion, which passed unanimously.

Item 8. Authorize Negotiations and Engagement of Engineering Firm for 5310 METRO Sidewalk (Garrow) Grant. Consider recommendation of Infrastructure Committee and authorize negotiation and engagement of an engineer for the 5310 METRO Sidewalk (Garrow) grant.

Mr. Ezzell reviewed with the Board the process of the Infrastructure Committee and discussed the recommendations for the engagement of an engineer. He stated the committee vetted three engineering firms, and recommended pursuing a contract with Gauge Engineering. He further explained that if the District is unable to negotiate an agreement with Gauge Engineering, then the committee will pursue a contract with The Goodman Corporation and then Stephens as a third option.

After discussion, Director Valdez made a motion to authorize staff to negotiate a contract with Gauge Engineering, The Goodman Corporation, and Stephens, respectively, subject to budget allowances and legal review, and to authorize the Infrastructure Committee to make final approval of the contract. Director Garcia seconded the motion, which passed unanimously.

Item 9. Agreement with Tax Increment Reinvestment Zone 23 (Harrisburg TIRZ). Consider, review and approve Grant Agreement with Tax Increment Reinvestment Zone 23 (Harrisburg TIRZ) to accept \$40,000 in match funds toward 5310 Grant Garrow Project.

Mr. Ezzell stated that TIRZ 23 is willing to grant the District \$40,000 in funds for purposes of covering approximately half of the District's local match for the sidewalk improvements to improve access to the Lockwood LRT station on Harrisburg Boulevard.

After discussion, Director McConnell moved to approve the Grant Agreement to accept \$40,000 in match funds toward 5310 Grant Garrow Project. Director Blanco seconded the motion, which passed unanimously.

Item 10. Urbanika. Consider status of Agreements with Urbanika and authorize the Executive Committee to take action as deemed appropriate.

President Gorczynski presented a letter from Urbanika Group requesting an extension to its sub-license agreement to open in early spring. She requested authorization from the Board to delegate to the Executive Committee to explore options and take action. Director Licata requested to make the District the priority and that expert assistance be sought if necessary. Director Garcia commented that Executive Committee to take into consideration that there is not an option to sub-lease. After discussion, Director Valdez moved to authorize the Executive Committee negotiate and take appropriate action with the Urbanika Group sub-license agreement. Director Blanco seconded the motion, which passed unanimously.

Item 11. District Committees. Review the proposal for District Committees for calendar year 2021 and authorize action as appropriate, including and not limited to appointment of Committee Members.

President Gorczynski discussed the District Committee Structures and Members. Mr. Joyce discussed the role of the Marketing Committee, stating the committee will meet twice per year. He then discussed the East End Improvement Corporation which focuses on improving the quality of life in East End Houston through the development of arts and cultural programming, community safety, and beautification projects. No action was taken. Chair Meppelink encouraged the Board to consider serving on committees.

Item 12. Federal Transit Administration (FTA) FY 2021 Certification & Assurances. Review Federal Transit Administration (FTA) FY 2021 Certifications & Assurances, and approve as appropriate.

President Gorczynski explained that the District must approve the Federal Transit Administration Certifications and Assurances annually in connection with the District's receipt of federal grant funding. After discussion, Director McConnell moved to approve the 2021 Federal Transit Administration Certifications and Assurances. Director Peña seconded the motion, which passed unanimously.

Item 13. District Code of Ethics and Federal Transit Administration Disclosure Statement. Consider and approve Disclosure Statement Regarding compliance with District Code of Ethics and acknowledge Federal Transit Administration Disclosure Statement for Master Agreement, and authorize appropriate action.

President Gorczynski presented and reviewed with the Board the District Code of Ethics and the Federal Transit Administration Disclosure Statement for Master Agreement. She stated the disclosure statement prohibits the recipient's employees, officers, board members or agents from participation in the selection, award, or administration of a third party contract or sub-agreement supported by Federal funds if a real or apparent conflict of interest would be involved.

After discussion, Director Valdez moved to approve the District Code of Ethics, acknowledge Federal Transit Administration Disclosure Statement for Master Agreement, and authorize execution of same. Director Sims seconded the motion, which passed unanimously.

Director Licata left the meeting at 4:50 p.m.

Item 14. Security Agreement with Harris County. Review and consider approval of Agreement for the provision of security services by Harris County Constable, Precinct 6.

Mr. Chavez reviewed with the Board an Agreement for Law Enforcement Services with Harris County. He stated the contract will commence on March 1, 2021 and end on February 28, 2022, for a total sum of \$1,030,918.00.

After discussion, Director Blanco moved to approve the contract with Harris County Constable, Precinct 6. Director Peña seconded the motion, which passed unanimously.

Item 15. Resolution Dedicating Capitol Street Park in Honor of Crisanta (Cris) Retana. Consider and approve a resolution to rename and dedicate Capitol Street Park in honor of long-time District Employee Crisanta (Cris) Retana and her commitment to beautification in the Greater East End.

President Gorczynski presented a resolution dedicating and renaming Capital Street Park in honor of Ms. Retana's dedication and commitment to her efforts and successes achieved in the District.

Director Sims moved to approve the resolution dedicating and renaming Capitol Street Park in honor of long-time District Employee Crisanta (Cris) Retana. Director Blanco seconded the motion, which passed unanimously.

Item 16. President's Report - District Overview. Receive the President's report on the following District programs and authorize appropriate action:

This item was taken out of order. Mr. Ali presented a progress update regarding the Navigation Boulevard/Jensen roundabout. No action was necessary.

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

Item 17. Adjourn.

The meeting was adjourned at 5:29 p.m.




East End District