

**EAST END DISTRICT
Regular Meeting of the Board of Directors
July 23, 2020**

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, July 23, 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	Erin Dyer	
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 Chairman Meppelink and Director Dyer, thereby establishing a quorum.

Also present during all or part of the meeting were Veronica Chapa Gorczynski, the District’s President; Martin Chavez, the District’s Director of Constituent Services; Dan Joyce, the District’s Director of Marketing & Communications; Eva Quiroz, the District’s Administrative Services Manager; Patrick Ezzell of Coastal Builders (“CB”); Justine Townsend of Your Part-Time Controller, LLC; Sherry Weesner of Tax Increment Reinvestment Zone 15 (“TIRZ 15”); Muhammad Ali of Gauge Engineering; Lee Weingarten and Allison Jagers of Weingarten Art Group; and Laura Davis and Judy Marcantel of Sanford Kuhl Hagan Kugle Parker Kahn LLP.

In the absence of Chairman Meppelink, Ms. Davis proceeded with the meeting agenda.

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 June 30, 2020. No action was necessary.

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

President Gorczynski updated the Board on the departure of Director Grover. No action was necessary.

Item 4. Appointment of Committee Members.

No action was taken.

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

The Board next considered approving the minutes of the June 25, 2020, meeting. Director Valdez moved to approve the minutes of the June 25, 2020, regular Board meeting, as presented. Director Quezada seconded the motion, which passed unanimously.

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

Mr. Chavez reported on crime in the District. He reported that there has been an increase in theft and burglaries. 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 a Financial Position Dashboard which was created by the finance committee to clarify information that is considered with the budget process. She then presented the monthly Financial Reports for June 30, 2020; the District's investment report for June 2020; and the Leverage Log of Match, Grants and In-Kind Funds 2019-2020 (collectively, the "Reports"). After discussion, Director Barner moved to approve the Reports, as presented. Director Peña seconded the motion, which passed unanimously.

Item 8. Amendment to Agreement with Harrisburg Tax Reinvestment Zone (TIRZ) 23. Consider amendment to agreement with Harrisburg TIRZ to allocate funds towards increasing costs of the project.

Mr. Ezzell presented an Amendment to Grant Agreement (the “Amendment”) between the Harrisburg Tax Reinvestment Zone (TIRZ) 23 and the District. He noted the District has received \$96,542.

After discussion, Director Barner moved to approve the Amendment reflecting the increased contribution of \$937,038 from TIRZ 23, an increased contribution of \$252,188 from the District. Director Blanco seconded the motion, which passed unanimously.

Item 9. Consider Agreement with Gauge Engineering. Review and consider agreement with Gauge Engineering to provide services on Jensen/Runnells/Navigation roundabout.

Mr. Ezzell next introduced Muhammad Ali with Gauge Engineering, who reviewed and presented to the Board the scope of work for the roundabout project. Director Quezada expressed the importance of bike and pedestrian safety, and the necessity of community and landowner involvement and the need for frequent Board updates.

After discussion, Director Blanco moved to approve agreement with Gauge Engineering and authorize President Gorczynski to execute the contract on behalf of the District. Director Peña seconded the motion, which passed unanimously.

Item 10. Consider Interlocal Agreement with Harris County toward East End Bike Plan. Review, consider, and approve an interlocal agreement with Harris County to fund \$75,000 toward an East End Bike Plan with Harris County Precinct 2.

President Gorczynski presented and reviewed an Interlocal Agreement (“Agreement”) with Harris County Precinct 2 for each party to fund \$75,000 toward an East End Bike Plan. She also reviewed the criteria the District provided to the County in forming the study and plan criteria. Mr. Ezzell elaborated stating that while the County is leading the project, there is a steering committee including District participants that will provide input at each step of the plan development.

After discussion, Director Quezada moved to approve the Agreement with Harris County for the East End Bike Plan and authorize President Gorczynski to execute the agreement on behalf of the District. Director Blanco seconded the motion, which passed unanimously.

Item 11. Weingarten Art Group.

Ms. Weingarten presented and reviewed the project timeline for the East End Houston Cultural Arts Strategic Plan and discussed the findings resulting from surveys and focus groups. She stated that the plan will be delivered within grant timing on September 30, 2020. No action was necessary.

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

a. Security and Public Safety:

1. Graffiti abatement program

Mr. Chavez reviewed the monthly graffiti report for the District. No action was necessary.

2. Law Enforcement Coordination Team

Mr. Chavez reported that Law Enforcement Coordination Team (LECT) met virtually due to COVID-19. Mr. Chavez updated the Board on staff outreach to law enforcement. No action was necessary.

b. Visual and Infrastructure Improvements:

1. Right of way clean-up, litter pick-up, tire removal, dump site clean-up, and street lamp repair

Mr. Chavez presented a report for services performed by the District's litter, right of way and special projects crew. He stated that due to COVID-19, the crew is still not utilizing probationers or volunteers. No action was necessary.

2. Report on 5310 Sidewalk Grant

Mr. Ezzell reported that newly refurbished bus shelters were installed along Canal Street. No action was necessary.

3. Report on Lockwood Garage

There was no additional report.

4. Report on UP CDC

There was no additional report.

5. Report on Maker HUB

Mr. Ezzell provided an update on the construction of the Maker HUB. No action was necessary.

6. Report on Farmers Market

Mr. Joyce reported that the Farmers' Market was closed again due to the increase in COVID-19 cases in the County. He stated that he is looking into a socially distanced, drive-through pick up and the means for advertisement of such service. No action was necessary.

c. Marketing & Perception. Receive report on marketing activities.

Mr. Joyce reported on analytics regarding the District's social media platforms. He also discussed the District's outreach efforts during July, 2020. No action was necessary.

d. East End Improvement Corporation

Mr. Joyce reported that EEIC met July 17, 2020, without a quorum, to discuss request from UP Art Studios to participate as partner for Big Walls, Big Dreams Mural Festival. He also provided update on plans for the 2020 East End Street Fest, which will take place virtually. No action was necessary.

Item 13. Adjourn.

There being no further business, the meeting was then adjourned at 5:25 p.m.

Taryn Sims

East End District

