

**EAST END DISTRICT  
Regular Meeting of the Board of Directors  
June 25, 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, June 25, 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 for the members of the Board, to-wit:

Position 1	Bryson Grover	
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 Directors Grover, McConnell and Garcia, 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; Roy Rodriguez, the District’s Farmers’ Market Manager; Sergeant Maldonado of Harris County Precinct 6 (“Precinct 6”); Patrick Ezzell of Coastal Builders (“CB”); Justine Townsend of Your Part-Time Controller, LLC; Sherry Weesner of Tax Increment Reinvestment Zone 15 (“TIRZ 15”) Laura Davis and Judy Marcantel of Sanford Kuhl Hagan Kugle Parker Kahn LLP; and Monica Aizpurua a resident within the District.

**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 93% collected as of May 31, 2020. No action was necessary.

**Item 3. Appointment of Directors.**

**a. Declare vacancies, if appropriate; appoint directors to Committees, if appropriate.**

No action was taken.

**b. Appoint Director to East End Improvement Corporation Board.**

President Gorczynski stated that Blanca Blanco's term will expire June 26, 2020, for the East End Improvement Corporation ("EEIC"). She then requested the Board to consider reappointing Director Blanco for another two-year term to the EEIC Board. After discussion, Director Sims made a motion to reappoint Director Blanco as an EEIC Board Member to a new two-year term expiring June 26, 2022. Director Quezada seconded the motion, which passed unanimously.

**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 May 28, 2020, meeting. Director Blanco moved to approve the minutes of the May 28, 2020, regular Board meeting, as presented. Director Dyer 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 crime in the District. He reported that business checks have decreased now that businesses have started opening up again and that he anticipates a continued decrease. 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 the monthly Financial Reports for May 31, 2020; the District's investment report for May 2020; and the Leverage Log of Match, Grants and In-Kind Funds 2019-2020 (collectively, the "Reports"). After discussion, Director Peña moved to approve the Reports, as presented. Director Licata seconded the motion, which passed unanimously.

**Item 8. Employee Health Insurance Purchase for 2021.** Consider proposal for employee Health Insurance for Fiscal Year 2021, approve purchase of same, and authorize appropriate action.

President Gorczynski presented and reviewed a proposal for the renewal of District staff health insurance with Blue Cross Blue Shield (BCBS) for Fiscal Year 2021. She stated the total renewal will be approximately \$94,169.64 per year, which is within the budget of the District. She also stated that the Executive Committee has reviewed and approved this recommendation.

After discussion, Director Quezada moved to approve the proposal from BCBS and purchase renewal of the employee health insurance for Fiscal Year 2021. Director Galindo seconded the motion, which passed unanimously.

**Item 9. Esplanade Improvements on Lawndale at Wayside.** Consider authorizing up to \$20,000 in funding for esplanade improvements on Lawndale at Wayside

Mr. Ezzel next requested approval to invest additional funds in partnership with the Office of Council Member Robert Gallegos, District I and City of Houston to develop two esplanades located at Lawndale at Wayside. He stated that the District has \$30,000 reserved *in the 3.4 Grant Implementation* category of the budget, and recommends allocating \$20,000 for further esplanade development. He also requested authorization for President Gorczynski to contract with a landscape architect to plan for the \$100,000 in improvements that would be leveraged in both esplanade sections. President Gorczynski also stated that the executive committee has reviewed and approved this recommendation.

After discussion, Director Galindo moved to recommend the allocation of \$20,000 towards project development; authorize the President to contract with a landscape architect to plan for the \$100,000 in improvements that would be leveraged in both new esplanade sections; and authorize use of remaining funds, if any, from the \$20,000 hereby authorized for project development. Director Blanco seconded the motion, which passed unanimously.

**Item 10. Resolution Assigning Houston East End Cultural District to East End Improvement Corporation.**

President Gorczynski requested approval of the Resolution Assigning to the East End Improvement Corporation the Planning, Administration and Reporting Responsibilities of the East End Houston Cultural District (“Resolution”). She stated the District has determined that the EEIC has the authority and ability to perform such oversight of the Cultural District, and the EEIC is willing to perform such oversight. She also stated that the Executive Committee has reviewed and approved this recommendation.

After discussion, Director Peña moved to approve Resolution assigning to the EEIC the planning, administration and reporting responsibilities of the East End Houston Cultural District. Director Quezada seconded the motion, which passed unanimously, with the exception of Directors Blanco and Barner, who abstained from voting.

**Item 11. 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) meeting was cancelled 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. No action was necessary.

2. Report on 5310 Sidewalk Grant

Mr. Ezzell reported that 40 crepe myrtles were installed along Sherman Street, and a newly refurbished bus shelter was installed at the intersection of Canal and Edgewood. 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. Rodriguez reported that the Farmers' Market reopened on June 14<sup>th</sup> and limited vendors to comply with social distancing guidelines. 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 June, 2020. No action was necessary.

d. Cultural District

Mr. Joyce reported on Cultural District beautification projects including murals that were completed. No action was necessary.

e. East End Improvement Corporation

Mr. Joyce reported on future responsibilities of the EEIC which includes planning of projects and budgets, oversight of strategic plans, and handling annual reporting to the Texas Commission on the Arts (TCA) and grantors. No action was necessary.

**Item 10. Adjourn.**

There being no further business, the meeting was then adjourned at 5:05 p.m.

*Taryn Sims*

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East End District

