

**EAST END DISTRICT**  
**Regular Meeting of the Board of Directors**  
**March 28, 2019**

The Board of Directors (the “Board”) of the East End District (the “District” or “EED”) met in regular session, open to the public, at 3211 Harrisburg, Houston, Texas, on Thursday, March 28, 2019, at 3:30 p.m. The roll was called for the members of the Board, to-wit:

Position 1	Ann Taylor	
Position 2	Blanca Blanco	
Position 3	Stephen Quezada	
Position 4	William McConnell	Chair
Position 5	Domenic Laurenzo	
Position 6	Joe Meppelink	Assistant Secretary
Position 7	Erin Dyer	
Position 8	Jose Valdez	
Position 9	Devin Licata	
Position 10	Rodrigo Tejeda	Treasurer
Position 11	Vacant	Secretary
Position 12	Dr. John Jacob	
Position 13	Craig Rohden	Vice Chair
Position 14	Marjorie Pena	
Position 15	Susan Sahwani-Garcia	

and all of the above were present except for Ann Taylor, Stephen Quezada, Joe Meppelink, Jose Valdez, Devin Licata, Dr. John Jacob, and Susan Sahwani-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; Eva Quiroz, the District’s Administrative Services Manager; Roy Rodriguez, the District’s Farmers’ Market Manager; Patrick Ezzell and Rosyne Wimbish of Coastal Builders; Joel Cleveland and Olivia Galvan of Jeanne H. McDonald PC; and Sergeant Velasquez and Deputy Montemayor of Harris County Precinct 6 (“Precinct 6”).

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

Sergeant Velasquez of Precinct 6 reported on crime in the District and introduced Deputy Montemayor. She also encouraged those present to complete trespass affidavits to help facilitate enforcement action by Precinct 6. President Gorczynski then stated that the trespass affidavit form is now on the District’s website.

There were no further public comments.

**Item 3. Appointment of Directors.** Declare vacancies, if appropriate; appoint directors if appropriate.

This item was taken out of order. President Gorczynski stated that Ms. Taryn Sims was statutorily resigned from the Board due to missing three consecutive Board meetings. She then asked the Board to consider reappointing Ms. Sims to the Board for the remainder of the unexpired term in Board Position 11. Mr. Cleveland also asked that the Board consider having Ms. Sims continue to serve as Secretary of the Board. After discussion, Erin Dyer moved to reappoint Ms. Sims to Board Position 11 for the Board for the remainder of the position's unexpired term and to elect Ms. Sims as Board Secretary. Marjorie Pena seconded the motion, which passed unanimously.

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

President Gorczynski presented the Assessment and Delinquent Assessment reports. No action was necessary.

**Item 4. Appointment of Committee Members.** Declare vacancies, if appropriate; and appoint directors to Committees if appropriate.

President Gorczynski then presented a request to re-establish and convene the Marketing Committee to provide input and oversight on District marketing activities and to coordinate with Imagina Communications, LLC. She also presented a recommendation that Directors Dyer, Taylor, Meppelink, Lorenzo, and Sawhani-Garcia be appointed to the Marketing Committee. After discussion, Chair William McConnell reinstated the Marketing Committee and appointed the recommended committee members. No further action was taken.

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

Vice Chair Craig Rohden moved to approve the minutes of the February 28, 2019, Board meeting as presented. Blanca Blanco seconded the motion, which passed unanimously.

**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.

President Gorczynski and Treasurer Rodrigo Tejada presented the financial report for February 2019 as well as the District's investment report for February 2019. After discussion, Marjorie Pena moved to approve the financial report for February 2019 and investment report for February 2019 as presented. Domenic Lorenzo seconded the motion, which passed unanimously.

**Item 7. Jones & Carter Contract Amendment #5 – 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Grant.** Review contract amendment for additional professional services related to the METRO 5310 Grant Modification 01, and authorize action, as appropriate.

Mr. Ezzell of Coastal Builders reminded the Board that the District's METRO 5310 grant agreement ("5310 Agreement") for sidewalk improvements was recently modified to include sidewalk improvements along Hagerman Boulevard. He then presented Amendment #5 to the



services agreement between the District and Jones & Carter (“Amendment #5”) for additional engineering and surveying services in connection with the sidewalk improvements along Hagerman Boulevard at a total cost of \$27,000. Mr. Ezzell also requested that the Board consider authorizing President Gorczynski to execute Amendment #5 on behalf of the District. After discussion, Erin Dyer moved to approve Amendment #5 as presented and authorize President Gorczynski to execute Amendment #5 on behalf of the District. Marjorie Pena seconded the motion, which passed unanimously.

**Item 8. Miranda Construction Change Order–5310 Enhanced Mobility of Seniors and Individuals with Disabilities Grant.** Review request for a change order not to exceed \$251,000 to include \$181,764 related to the METRO 5310 Grant Modification 01 and approximately \$70,000 in costs savings remaining from the previous grant.

Mr. Ezzell then explained that the District’s construction contract with Miranda Construction requires a Change Order in response to Modification 01 to the 5310 Agreement. He then requested that the Board authorize President Gorczynski to execute Change Order No. 1 to the construction contract with Miranda Construction for an amount not to exceed \$251,000 for construction of the sidewalk improvements along Hagerman Boulevard. After discussion, Vice Chair Craig Rohden moved to approve Change Order No. 1 for an amount not to exceed \$251,000 and authorize President Gorczynski to execute same on behalf of the District. Blanca Blanco seconded the motion, which passed unanimously.

**Item 9. East End Street Fest 2019 Participation.** Consider participating in the 2019 East End Street Fest and authorizing transfer of funds to support festival administration.

President Gorczynski announced that the 2019 East End Street Fest will be held October 15, 2019. She also reported that fundraising efforts for the festival have commenced with \$24,500 committed in sponsorships and \$6,000 committed in in-kind services. President Gorczynski then requested that the Board consider continuing its partnership with the East End Improvement Corporation (“EEIC”) and authorize a transfer of \$40,000 to the EEIC to fund start-up costs in advance of the event. After discussion, Blanca Blanco moved to approve the transfer of \$40,000 to the EEIC in connection with the District’s participation in the 2019 East End Street Fest. Marjorie Pena seconded the motion, which passed unanimously.

**Item 10. Review and approve Federal Transit Administration (FTA) Fiscal Year 2018 [sic] Certifications & Assurances.** Review Federal Transit Administration (FTA) Fiscal Year 2018 [sic] Certifications & Assurances, and approve as appropriate.

Mr. Cleveland 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, Secretary Taryn Sims moved to approve the 2019 Federal Transit Administration Certifications and Assurances. Domenic Lorenzo seconded the motion, which passed unanimously.

**Item 11. Executive Session, if Necessary.** Convene executive session to discuss: (a) pending or contemplated litigation or to consult with the attorney in accordance with Section 551.071 of the

Texas Government Code; (b) acquisition of real property in accordance with Section 551.072 of the Texas Government Code; (c) personnel matters in accordance with Section 551.074 of the Texas Government Code; (d) to receive information from or question employees in accordance with Section 551.075 of the Texas Government Code; employees; (e) deployment of security personnel or devices or a security audit in accordance with Section 551.076 of the Texas Government Code; or (f) economic development negotiations or offers of financial incentives for economic development in accordance with Section 551.087 of the Texas Government Code.

There was no need for an Executive Session.

**Item 12. Reconvene in Open Session.** Reconvene in public session to consider authorizing District staff and consultants to take any action necessary with respect to (a) pending or contemplated litigation or attorney advice; (b) acquisition of real property; (c) personnel matters; (d) receiving information from or questioning employees; (e) economic development negotiations or offers of financial incentives; (f) deployment of security personnel or devices or a security audit; and (g) any other matters relative to any of these matters which was discussed in Executive Session.

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

This item was revisited. President Gorczynski then gave a brief update on METRO projects in the City of Houston.

There were no further public comments.

**Item 13. Adjourn.**

There being no further business, the meeting was then adjourned at 4:14 p.m.



  
East End District