

EAST END DISTRICT
Regular Meeting of the Board of Directors
May 28, 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, May 28, 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 Laurenzo and Licata, thereby establishing a quorum.

Also present during all or part of the meeting were Veronica Chapa Gorczyński, 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; Carl Sandin of Perdue Brandon Fielder Collins & Mott, LLP (“Perdue Brandon”); Laura Davis and Judy Marcantel of Sanford Kuhl Hagan Kugle Parker Kahn LLP; and Monica Aizpurua and Asia Phua, residents 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.

Mr. Sandin presented the delinquent assessment report. He reported that the District’s 2019 assessments were 92% collected as of April 30, 2020. No action was necessary.

Item 3. Appointment of Committee Members. Appoint Chairman of the Board of Directors.

This item was not addressed.

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

The Board next considered approving the minutes of the April 23, 2020, meeting. Director McConnell moved to approve the minutes of the April 23, 2020, regular Board meeting, as presented. Director Blanco seconded the motion, which passed unanimously.

Item 5. Security Report. Receive a 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 increased because more officers have been available to respond to calls since school and Court closures during COVID-19 pandemic. 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 the monthly Financial Reports for April 30, 2020; the District's investment report for April 2020; and the Leverage Log of Match, Grants and In-Kind Funds 2019-2020 (collectively, the "Reports"). Chairman Meppelink inquired about the approval of the amended Grant Agreement with the TIRZ. Mr. Ezzell stated that \$96,000 was received, and the TIRZ has tabled the approval until June 8, 2020. After discussion, the Board agreed to discuss this further at the next regular meeting.

After discussion, Director McConnell moved to approve the Reports, as presented. Director Peña seconded the motion, which passed unanimously.

At 4:11 p.m. Mr. Sandin left the meeting.

Item 7. Proposal to Repair Pavers in Five Intersections on Harrisburg. Review and approve a proposal for repairs including pavers, paint, and related repairs for five intersections along Harrisburg including York, Sampson, Milby, Lockwood and Caesar.

Mr. Chavez requested approval for paver repairs at five East End District intersections. He explained that the paver intersections were originally constructed in 2010 as part of the METRO Rail construction project, and the District is responsible for maintaining this project under the maintenance agreement with the City. Mr. Chavez recommended the District to approve the lowest cost proposal received from Miranda Construction, and requested funding in the amount of \$45,000, which includes Miranda's proposal of \$41,800 plus 10% contingency.

After discussion, Director Blanco moved to approve the proposal from Miranda Construction for paver repairs at a cost not to exceed \$45,000. Director Valdez seconded the motion, which passed unanimously.

Item 8. Proposal to Repair Thoroughfare Striping. Review and approve a proposal for repairs including striping Canal and Navigation from Jensen to York Streets.

Mr. Chavez next requested approval to proceed with re-striping Canal Street and Navigation Boulevard from Jensen to York Street. He explained that the new striping will allow more street parking that continues to benefit the businesses and will also be beneficial to the District when hosting public events at the Esplanade. Mr. Chavez requested funding in the amount of \$21,000, and requested approval to move forward with Traffic Signs and Lines to complete this project. He also requested approval to move forward with second estimate if issues arise with the first contractor.

After, discussion, Director Peña moved to approve the proposal from Traffic Signs & Lines, LLC, at a cost not to exceed \$21,000 and alternatively with the second low bidder if a contract cannot be finalized with Traffic Signs & Lines, LLC. Director Blanco seconded the motion, which passed unanimously.

Item 9. 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 reported that the graffiti abatement crew lost an employee and that they are currently interviewing for a replacement. 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. He stated with the acquisition of additional safety gear, they will be increasing illegal dump site clean-up starting in June. No action was necessary.

2. Report on 5310 Sidewalk Grant

Mr. Ezzell stated that this grant is awaiting METRO.

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. He stated that mid-July would be a good time to tour the facilities. No action was necessary.

6. Report on Farmers Market

Mr. Rodriguez reported on the activities and events associated with the Farmers' Market and stated that it is scheduled to re-open on June 8, 2020. 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 April and May, 2020. No action was necessary.

d. President's Update on Pandemic Operations.

President Gorczynski reported on District operations during COVID-19 pandemic. She stated that operations will remain remote until at least June 8th, at which point a partial reopening of the District offices may take place with enhanced safety protocols. No action was necessary.

Item 10. Adjourn.

There being no further business, the meeting was then adjourned at 4:50 p.m.

Taryn Sims

East End District

