

EAST END DISTRICT
Regular Meeting of the Board of Directors
November 15, 2018

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, November 15, 2018, 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 Tejada	Treasurer
Position 11	Taryn Sims	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 Taryn Sims and Susan C. Sahwani-Garcia, thereby establishing a quorum.

Also present during all or part of the meeting were Veronica Chapa Gorczynski, the District’s President; Asha John, the District’s Director of Finance; Dan Joyce, the District’s Director of Marketing & Communications; Martin Chavez, the District’s Director of Constituent Services; Eva Quiroz, the District’s Administrative Services Manager; Patrick Ezzell of Coastal Builders; Joel Cleveland and Olivia Galvan of Jeanne H. McDonald PC; Greg Wood of Buffalo Bayou Rowing Center; Traci McLester Arellano, Van Carter, and Mark Wortham of Frost Bank; and David Hightower of Midway Companies.

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

Mr. Woods of Buffalo Bayou Rowing Center presented information about the organization and its activities. There were no further public comments.

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

Ms. John presented the Assessment and Delinquent Assessment reports. No action was necessary.

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

President Gorczynski stated that Mr. Stephen Quezada was statutorily resigned from the Board due to missing three consecutive Board meetings. She then asked the Board to consider reappointing Mr. Quezada to the Board for the remainder of the unexpired term in Board Position 3. Erin Dyer moved to reappoint Mr. Quezada to Board Position 3 for the remainder of the position's unexpired term and approve filing an updated District Registration Form. Blanca Blanco seconded the motion, which passed unanimously.

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

No action was necessary.

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

Vice Chair Craig Rohden moved to approve the minutes of the October 25, 2018, 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.

Ms. John and Treasurer Rodrigo Tejada presented the financial reports through fiscal year end 2018 as well as the corresponding cash reports. Dr. John Jacob moved to approve the financial reports as presented. Ann Taylor seconded the motion, which passed unanimously.

At 3:38 p.m. Marjorie Pena entered the meeting.

Item 7. Presentation by Midway Companies. Presentation of project update for the East River development.

Mr. David Hightower of Midway Companies conducted a presentation on the mixed use development known as East River. He then asked if the Board had any questions regarding the project. Discussion ensued regarding the regional impact of the project. No further action was necessary.

Item 8. Public Hearing and Supplement to the Assessment Roll. Receive and act on the Hearing Examiners Report from the Public Hearing on Supplementing the Assessment roll; adopt an order in connection with the supplementing the Assessment roll; approve an amended District Information Form; and authorize appropriate action.

President Gorczynski thanked the hearing examiners for their time in attending the District's November 8, 2018, Public Hearing on supplementing the 2018 assessment roll ("Public Hearing") and for preparing recommendations based on evidence presented at such Public Hearing ("Hearing

Examiners' Report"). Mr. Cleveland then reviewed with the Board the Hearing Examiners' Report and stated that his office prepared for the Board's consideration an Order Amending the Assessment Roll based on the recommendations of the hearing examiners. He stated that the Hearing Examiners unanimously recommend supplementing the District's assessment roll with the added properties, as further described in the report and the Order. Treasurer Rodrigo Tejada moved that the Board accept the Hearing Examiners' Report as presented, adopt the Order Amending the Assessment Roll, and approve an amended District Information Form. Stephen Quezada seconded the motion, which passed unanimously.

Item 9. Investment Policy. Review and accept PFIA disclosures from Investment Officers and approve training provider(s) for investment officers.

Mr. Cleveland then presented the Public Funds Investment Act ("PFIA") disclosures of Treasurer Rodrigo Tejada and Jose Valdez. Treasurer Rodrigo Tejada moved that the Board accept the PFIA disclosures of himself and Jose Valdez. Blanca Blanco seconded the motion, which passed unanimously.

Item 10. Surveillance & Security on Navigation Esplanade. Consider proposal to increase surveillance and security on the Navigation Esplanade.

Mr. Chavez reviewed a proposal to increase security equipment on the Navigation Esplanade (the "Esplanade"). He explained that the Esplanade has experienced several thefts and car accidents. He also reported on a car accident that caused significant damage to the District's solar panels and that the District's receipt of insurance proceeds will not cover the replacement of the panels. He stated that this prompted District staff to research various solutions to increase safety and security on the Esplanade and that staff recommends that the Board consider approving a proposal from PROCAM for the purchase and installation of 7 cameras along the Esplanade at an estimated cost of \$28,000. He noted that the District would be able to fund the project with insurance proceeds and streetscape maintenance funds. After discussion, Blanca Blanco moved to approve the proposal from PROCAM for purchase and installation of 7 cameras along the Esplanade at an estimated cost of \$28,000. Domenic Laurenzo seconded the motion, which passed unanimously.

Item 11. Staff Bonuses. Review proposal to approve end-of-year staff bonuses and authorize appropriate action.

President Gorczyński presented and reviewed for the Board's consideration a memorandum concerning year-end bonuses for staff. She recommended that the Board approve \$33,918.83 in performance bonuses for eligible staff and noted that that the amount is under budget. After discussion, Jose Valdez moved to approve payment of the staff bonuses in the amount of \$33,918.83 for distribution December 10th. Vice Chair Craig Rohden seconded the motion, which passed unanimously.

At 4:29 p.m. Jose Valdez left the meeting.

Item 12. Depository Pledge Agreement. Approve new depository bank; approve the Depository Pledge Agreement with the District's new banking institution; and authorize appropriate action.

President Gorczynski then presented for the Board's consideration a Depository Pledge Agreement, Security Agreement and Collateral Agreement with Frost Bank ("Depository Agreements"). Ms. John then reviewed the selection process used by staff to identify a new depository bank and recommended that the Board select Frost Bank as the District's depository bank and approve the Depository Agreements. Mr. Cleveland then reviewed the Depository Agreements with the Board. Ms. Traci McLester Arellano of Frost Bank then introduced herself, thanked the Board for its consideration, and provided a brief overview of the services provided by Frost Bank. After discussion, Blanca Blanco moved to approve the Depository Agreements with Frost Bank and designate Secretary Taryn Sims, Vice Chair Craig Rohden, Chair William McConnell, Treasurer Rodrigo Tejada, and Marjorie Pena as authorized signers under such agreements. Treasurer Rodrigo Tejada seconded the motion, which passed unanimously.

Item 13. Board Meeting Schedule for 2019. Adopt a meeting schedule for the 2019 Board of Directors meetings.

President Gorczynski then presented the District's Board Meeting Calendar. After discussion, Stephen Quezada moved to adopt the District's Board Meeting Calendar for 2019. Treasurer Rodrigo Tejada seconded the motion, which passed unanimously.

Item 14. East End Street Fest Debrief. Receive report regarding the East End Street Fest and take action, as appropriate.

President Gorczynski then reported on the East End Street Fest. She reported that the District raised \$114,521.00 in contributions, resulting in a net loss of \$9,479.00. Ms. John then requested that the Board consider forgiving amounts owed to the District by the East End Improvement Corporation ("EEIC") related to the 2017 and 2018 East End Street Fests. She stated that the amount owed is \$25,000. After discussion, Blanca Blanco moved to approve forgiveness of the \$25,000 owed by the EEIC for the 2017 and 2018 East End Street Fests. Assistant Secretary Joe Meppelink seconded the motion, which passed unanimously.

Item 15. 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 meeting

Mr. Chavez provided an update from the monthly Law Enforcement Coordination Team meeting for the District. 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. Mr. Chavez also reported on the use of the District's recently purchased Bobcat. 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 explained that a new monthly report on the District's outreach efforts will be presented going forward. No action was necessary.

Item 16. Personnel Matters and Staff Bonuses. Discuss personnel matters and staff bonuses; and authorize appropriate action.

President Gorczynski stated that the next item on the agenda pertained to personnel matters and requested that the item be considered in executive session.

Item 17. 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.

The Board convened into Executive Session at 4:57 p.m. pursuant to Section 551.074 of the Texas Government Code.

Item 18. 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.

The Board then reconvened into open session at 5:10 p.m.

Item 16. Personnel Matters and Staff Bonuses. Discuss personnel matters and staff bonuses; and authorize appropriate action.

The Board then considered a Separation Agreement and Release between the District and Ms. Asha John. Erin Dyer moved to approve the Separation Agreement and Release. Treasurer Rodrigo Tejada seconded the motion, which passed unanimously.

Item 19. Adjourn.

There being no further business, the meeting was then adjourned at 5:12 pm.




East End District