

**EAST END DISTRICT
Regular Meeting of the Board of Directors
October 22, 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, October 22, 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	Lani Baker	
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, thereby establishing a quorum.

Also present during all or part of the meeting were Veronica Chapa Gorczynski, the District’s President; Eva Quiroz, the District’s Administrative Services Manager; Dan Joyce, the District’s Director of Marketing & Communications; Martin Chavez, the District’s Director of Constituent Services; 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 on behalf of Tax Increment Reinvestment Zone 15 (“TIRZ 15”); Anna Deans; and Laura Davis and Judy Marcantel of Sanford Kuhl Hagan Kugle Parker Kahn LLP.

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 95% collected as of September 30, 2020. No action was taken.

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

a. Approve Sworn Statements of Lani Baker

Ms. Davis administered the Sworn Statement and Oath of Office for Lani Baker.

b. Appointment of Anna Deans to the Board of Directors

President Gorczynski next discussed appointment of Anna Deans to fill the vacancy of Position 1. After discussion, Director Quezada moved to appoint Ms. Deans to Position 1 of the Board. Director Licata seconded the motion, which passed unanimously.

c. Authorize filing of updated District Registration Form.

Ms. Davis explained that the Texas Water Code provides that this Form be revised and filed with the Texas Commission on Environmental Quality ("TCEQ") when any content changes. After discussion, Director Quezada moved to approve the District Registration Form, as presented. Chairman Meppelink seconded the motion, which passed unanimously.

Item 4. Appointment of Committee Members.

President Gorczynski stated that Anna Deans has agreed to join the Infrastructure Committee and requested Board approval of same. Director Quezada made a motion to appoint Director Deans to the Infrastructure Committee. Chairman Meppelink seconded the motion, which passed unanimously.

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

The Board next considered approving the minutes of the September 24, 2020, meeting. Director Blanco moved to approve the minutes of the September 24, 2020, regular Board meeting, as presented. Director McConnell 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 criminal activity in the District. He reported that Precinct 6 is receiving an average of 170 calls per week. No action was necessary.

Commander Lorenzana of the Eastside Division Houston Police Department reported on the public safety initiative and crime reduction efforts within the District. 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 the monthly Financial Reports for September 30, 2020; the District's investment report for September 2020; and the Leverage Log of Match, Grants and In-Kind Funds 2019-2020 (collectively, the "Reports"). No action was necessary.

Item 8. Investment Policy. Review the investment policy and adopt a resolution amending or confirming the same; obtain new certifications from dealers and bankers, if needed; amend or approve Depository Pledge Agreements; accept disclosures of relations with brokers from Investment Officers; adopt a list of Authorized Brokers/Dealers; and authorize appropriate action.

President Gorczynski advised the Board regarding the annual review of the District's investment policy. She reviewed with the Board the District's current authorized investments under the Investment Policy and presented for the Board's consideration a Resolution Confirming the Investment Policy, noting that no changes are being recommended. She also reviewed the proposed Broker/Dealer List. After discussion, Director Barner moved to approve the Resolution Confirming Investment Policy and adopt the Broker/Dealer list as presented. Director Quezada seconded the motion, which passed unanimously with Director Valdez abstaining from voting.

Item 9. Weingarten Presentation. Receive presentation by Weingarten Art Group regarding the final report for the East End Cultural District Strategic Plan and authorize appropriate action.

Lee Weingarten presented an executive summary of the East End Cultural District Strategic Plan. The Board discussed investigation elements of the plan that may be implemented in the near future. No action was necessary.

Item 10. Amendment to Urban Partnerships Community Development Corporation. Approve Amendment 2 to Services Agreement with Urban Partnerships Community Development Corporation and authorize appropriate action.

Mr. Ezzell next presented on historical and projected projects in the District performed by Urban Partnerships Community Development Corporation ("UPCDC"). Discussion ensued regarding market benefits and development. After discussion, Director Valdez made a motion to approve Amendment 2 to Services Agreement with Urban Partnerships Community Development Corporation. Director Blanco seconded the motion. Directors Quezada, McConnell, and Licata voted against the motion, which passed with majority in favor.

Item 11. Amendment to Services Agreement with Coastal Builders. Approve Amendment 17 to Services Agreement with Coastal Builders.

President Gorczynski presented Amendment 17 to Services Agreement between Patrick Ezzell d/b/a Coastal Builders and the District. She stated that the contract amount is for \$40,268 to provide project management, construction management and federal administration services for the 5310 sidewalk grant. After discussion, Director Barner made a motion to approve Amendment 17 to Services Agreement with Coastal Builders. Director Quezada seconded the motion, which passed unanimously.

Item 12. Engage Auditor. Consider and approve engagement for audit services for the District and East End Improvement Corporation and authorize appropriate action.

Ms. Townsend presented a proposal for audit services from McGrath & Co., PLLC. She noted that the estimated fees for their services will range between \$22,500 and \$25,000, which includes \$2,500 for the East End Improvement Corporation, based on the estimated time to perform the work.

After discussion, Director Quezada moved to engage McGrath & Co, PLLC for audit services. Director Blanco seconded the motion, which passed unanimously.

Item 13. Longevity Pay Policy. Consider and approve the establishment of Longevity Pay Policy for East End District staff including the review of updated policy in the Employment Handbook and approve, as appropriate.

President Gorczynski presented a memorandum to request a new Longevity Pay Policy to incentivize full time, permanent hourly employees. She stated that this policy recommendation was reviewed over several months with members of the Finance Committee and designed to recruit and retain long-term employees.

After discussion, Director Peña moved to approve the Longevity Pay Policy and approve the updated policy in the Employment Handbook. Director Blanco seconded the motion, which passed unanimously with Director Garcia abstaining.

Item 14. President's Report - District Overview. Receive the President's report on the following District programs and authorize appropriate action:

President Gorczynski advised the Board that the report is in the meeting documents for their review.

Item 15. Adjourn.

The meeting was adjourned at 5:54 p.m.

Taryn Sims



East End District