

EAST END DISTRICT
Regular Meeting of the Board of Directors
September 26, 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, September 26, 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 Tejada	Treasurer
Position 11	Taryn Sims	Secretary
Position 12	Elliot Barner	
Position 13	Vacant	
Position 14	Marjorie Pena	
Position 15	Susan Sahwani-Garcia	

and all of the above were present except for Directors Stephen Quezada, Joe Meppelink, Susan Sahwani-Garcia and Rodrigo Tejada, 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; 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”); Joel Cleveland and Olivia Galvan of Jeanne H. McDonald PC; and Sergeant Maldonado of Harris County Precinct 6 (“Precinct 6”).

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

There were no public comments.

Item 1. Assessments [sic]. Receive report on collection of assessments; report by Perdue Brandon Fielder Collins & Mott LLP regarding collection of delinquent assessments; and authorize appropriate action.

Mr. Sandin of Perdue Brandon presented the Delinquent Assessment Report. No action was necessary.

At 3:34 p.m. Erin Dyer and Devin Licata entered the meeting.

Ms. Justine Townsend, of Your-Part Time Controller, LLC, then presented the Assessment Report. She reported that the District's 2018 assessments were 96% collected as of August 31, 2019. No action was necessary.

Item 2. Appointment of Directors. Declare vacancies, if appropriate; appoint directors and approve bond(s), oath(s) of office, and sworn statement(s) of new directors and approve a revised District Registration Form, if appropriate; and authorize appropriate action.

Mr. Cleveland then reported that District staff received comments from the City of Houston (the "City") regarding the District's slate of directors. He then explained the process of having directors reappointed, noting that the District's slate must be approved by the City for the reappointment/appointment of directors to new four-year terms. He further explained that in response to the City's comments, President Gorczynski submitted a revised slate to the City after consulting with the District's attorney. He also reported that the City has since approved the reappointment of Directors Jose Valdez, Devin Licata, Rodrigo Tejeda, Taryn Sims, Marjorie Pena, Susan Sahwani-Garcia and newly appointed Elliot Barner to new four-year terms expiring on June 1, 2023. He explained that a new slate will need to be submitted to the City in the future to fill the vacancy in Position 13. After discussion, Director Erin Dyer moved to approve the bonds, oaths, and sworn statements of the newly reappointed directors and approve a new District Registration Form. Director Blanca Blanco seconded the motion, which passed unanimously.

Item 3. Appointment of Committee Members. Declare vacancies, if appropriate; and appoint directors to Committees, if appropriate.

President Gorczynski presented a recommendation that Stephen Quezada be appointed to the Finance Committee. She praised his work on the Workforce Development Committee and his willingness to serve on the Finance Committee. Action was taken below.

At 3:40 p.m. Ann Taylor entered the meeting.

She then presented a recommendation that Ann Taylor and Elliot Barner be appointed to the Infrastructure Committee. After discussion, Chair William McConnell appointed Stephen Quezada to the Finance Committee and Ann Taylor and Elliot Barner to the Infrastructure Committee. No further action was taken.

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

Erin Dyer moved to approve the minutes of the August 22, 2019, special Board meeting (retreat) and August 22, 2019, special Board meeting, both as presented. Blanca 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. Chairman William McConnell then inquired regarding any incidents during Tropical Storm Imelda. In response, Sergeant Maldonado reported on a high water rescue in the District. 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 Budgetary Comparison Schedule for the Nine Months ended September 23, 2019. She then presented the financial report dated August 31, 2019, as well as the District's investment report for August 2019. After discussion, Devin Licata moved to approve the financial report dated August 31, 2019, and investment report for August 2019 as presented. Jose Valdez seconded the motion, which passed unanimously.

Item 7. Budget for Fiscal Year 2019-2020. Consider and adopt a budget for Fiscal Year 2019-2020 and take appropriate action.

President Gorczynski then provided the Board with information regarding the District's Annual Budget for the fiscal year 2019-2020. Ms. Townsend then presented and reviewed the Annual Budget for the fiscal year 2019-2020 (i.e., fiscal year ending September 30, 2020) for review and adoption. After discussion, Marjorie Pena moved to approve the budget for the 2019-2020 fiscal year. Domenic Laurenzo seconded the motion, which passed unanimously.

Item 8. Amendment to Services Agreement with Coastal Builders. Consider and approve Amendment No. 15 to Services Agreement with Coastal Builders, and authorize appropriate action.

President Gorczynski presented Amendment #15 to the Services Agreement between the District and Coastal Builders ("Amendment #15"). Mr. Cleveland explained that the amendment is to revise the project management services provided by CB, adjust the compensation for such services, and to revise terms related to CB's use of office space. President Gorczynski then reviewed a redline of Amendment #15. After discussion, Jose Valdez moved to approve Amendment #15. Blanca Blanco seconded the motion, which passed unanimously.

Item 9. Amendment to Joint Projects Agreement with Urban Partnerships Community Development Corporation. Consider and approve Amendment No. 1 to Joint Projects Agreement with Urban Partnerships Community Development Corporation, and authorize appropriate.

Patrick Ezzell gave a presentation on the East End Maker Hub. He also reported that the project's Advanced Funding Agreement with the United States Department of Housing and Urban Development is in place. No action was necessary.

President Gorczynski then provided the Board with background on the District's Joint Projects Agreement with Urban Partnerships Community ("UPCDC"). She then reviewed a redline of

Development Committee (the "Committee") to award workforce grant funding to Houston Community College Southeast ("HCC"), Association for the Advancement of Mexican Americans ("AAMA"), and TXRX Labs. She then provided a summary of the grant recommendations for each grant recipient over the two years of the approved grant funding. She reported that the Committee recommends awarding \$25,000 to HCC to fund training for forklift certification; awarding \$80,000 to AAMA to fund a six week training program focused on Young Adults (18-24 years) to develop soft and hard skills training with a focus on graphic design; and \$70,000 to TXRX to fund equipment, exam fees, licensing fees, and screening costs in connection with its machinist training programs. President Gorczynski reported that the request for proposals published by the District provided a preliminary estimated award of \$81,000 per year for a total of \$162,000 over the two-year life of the approved grant funding. She then presented a staff recommendation to increase the annual award by \$6,500. After discussion, Erin Dyer moved to approve the Committee's recommendations for award and to increase the annual grant funds to \$87,500 per year for a total of \$175,000 over the two-year life of the approved grant funding. Marjorie Pena seconded the motion, which passed unanimously.

Item 14. District Assessment Roll/Public Hearing. Receive report from Equi-Tax Inc., receive updated certified values (as determined by the Harris County Appraisal District) for assessable property within the District, consider whether to hold a public hearing in accordance with the District's Service Plan in order to supplement the District's assessment roll to add new or additional value in the District, authorize District staff and consultants to take all necessary and appropriate action in connection with holding a public hearing, and authorize appropriate action.

President Gorczynski then provided the Board with an update on the District's certified values for assessable property within the District as reported by Equi-Tax Inc. and determined by Harris County Appraisal District. She noted that, in accordance with the terms of the District's Service Plan, the District can add approximately \$64,789 in additional assessment revenue by holding a public hearing to add additional property value to its assessment roll. She then stated that District staff recommends holding the hearing and scheduling it for November 7, 2019. She further noted that a panel of three hearing examiners would be needed for the hearing. After discussion, Elliot Barner moved to approve calling a Public Hearing for November 7, 2019, to supplement the District's assessment roll; authorize staff to appoint the hearings examiners; and authorize staff and consultants to take all necessary action related to calling and holding the public hearing. Blanca Blanco 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. No action was necessary.

2. Report on 5310 Sidewalk Grant

There was no report.

3. Report on Lockwood Garage

There was no report.

4. Report on Roundabout

There was no report.

5. Report from UP CDC

There was no report.

6. Report on Farmers Market

There was no report.

c. Marketing & Perception. Receive report on marketing activities.

Mr. Joyce reported on analytics regarding the District's social media platforms. He also presented regarding the District's outreach efforts during August 2019. No action was necessary.

d. Cultural District. Receive report on the Cultural District.

There was no additional report.

- e. **East End Improvement Corporation.** Receive report on marketing activities.

President Gorczynski provided an update on sponsorship commitments for the 2019 East End Street Fest, and she reported that the District is only \$3,000 away from its funding goal.

Item 16. 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 5:00 p.m. pursuant to Section 551.071 of the Texas Government Code to consult with the District's attorney.

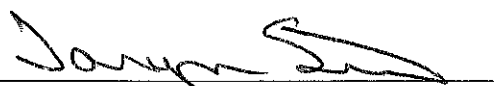
Item 17. Reconvene in Open Session. Reconvene in public session to consider authorizing District staff and consultants to take any action necessary with respect to (a) pending or contemplated litigation or attorney advice; (b) acquisition of real property; (c) personnel matters; (d) receiving information 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 5:14 p.m.

Item 18. Adjourn.

There being no further business, the meeting was then adjourned at 5:14 p.m.




East End District