



Minutes of Regular Meeting
Greater Southeast Management District Board of Directors

The Board of Directors, of the Greater Southeast Management District (the "District"), held a regular meeting on Wednesday, October 17, 2018 at 12:00 p.m., at 5445 Almeda Road, Suite #502, Houston, Texas 77004, that was open to the public, and inside the boundaries of the District. The roll was called of the duly appointed members of the board, to-wit:

Table with 4 columns: Position #, Board Members, Position #, Board Members. Lists members from Position 1 to 17.

All of the above were present except Director Donatto, Sr., Director Engram, and Director St. Julien. Others in attendance were Martha Failing, Sgt. Frank Gans, Brian Chelsey, Rachel Paxton, Lt. Marcus Grant, Barbara McGuffey, Yvonne Fedee, Jonathan Howard, Roberta Burroughs, Griselda Gonzales, Barry Goodman, Brittani Flowers, Kathleen O'Reilly, Jeff Briggs, A. Kashani, Jerry Sowell, Clark Lord, Theola Petteway, Dawn Malone, Oletha Jacobs, Kendall Thompson and Toloria Allen.

CALL TO ORDER

Director Smith called the meeting to order at 12:14 p.m. after quorum was established.

PUBLIC COMMENTS

Barbara McGuffey spoke briefly regarding pilot initiative of Coalition for The Homeless identified as "Better Ways To Give". She shared a flyer with information about the program with attendees and Board Members.

APPROVAL OF THE MINUTES

Upon a motion from Director McDavid, and being seconded by Director Holliday, the Board of Directors approved the minutes of the September 19, 2018 meeting of the District.

INTERIM EXECUTIVE DIRECTOR'S STATUS REPORT

The Board received the Interim Executive Director's Monthly Status Report on Administrative Services and Program Services for the period ending October 17, 2018.

DISTRICT ADMINISTRATION

The Board of Directors received the Assessment Collection Report for period ending September 30, 2018, as presented by Mr. Byrd, Equi-Tax, Inc.

BUDGET & FINANCE

The Board of Directors received the Budget and Finance Committee Report as presented by Director Miles. Director Miles requested an opinion from Clark Lord, Attorney, on annual reviews of professional services contracts. Director McDavid asked if there was any State or local statutes or mandates related thereto. Mr. Lord responded, that there were not any mandates to that effect.

The Board received Additional Financial Reports:

- a. Balance Sheet with Previous Month Comparison as of September 30, 2018; and
b. Profit and Loss with Previous Month and YTD Comparison as of September 30, 2018.

Upon a motion by Director Muhammad and being seconded by Director Holliday, the Board approved payment of recurring and non-recurring expenses for the period ending September 30, 2018.

ENHANCED PUBLIC SAFETY

The Board of Directors received the Enhanced Public Safety Report as presented by Dawn Malone, Program Manager. Ms. Malone gave an update regarding the recent National Night Out event where many of the law enforcement officials for the District were present. She, also, shared information from Inspector De La Cruz, HFD, who indicated HFD would be willing to assist businesses with fire safety implementation. A suggestion was submitted that the District could host a quarterly fire safety seminar for businesses within the District. Ms. Malone stated the International District, located in the western portion of the city (referred to as Chinatown) hosted a District Enhanced Public Safety Symposium for all Management Districts. Management District representatives shared concerns relative to safety, transportation/mobility and economic development.

TRANSPORTATION & LOCAL MOBILITY

The Board of Directors received the Transportation & Local Mobility Report as presented by Director Muhammad.

Upon motion by Director Holliday and being seconded by Director Sibley-Reid, the Board of Directors approved a contract extension with the Goodman Corporation for a not-to-exceed amount of \$ 143,575 to provide ongoing support services for district projects and funding pursuits and authorized the Board Chair, Legal Counsel, and Interim Executive Director to negotiate and finalize the contract.

ENVIRONMENT, URBAN DESIGN & VISUAL IMPROVEMENTS SERVICES

The Board of Directors received the Environment, Urban Design & Visual Improvements Services Report as presented by Director Mayberry. Jerry Sowell, Consultant, reported that the team was discussing issues related to the decorative lighting design-build project and how the project might be accomplished. Director Mayberry confirmed receipt of bids for the District Wide Landscape Maintenance and Repairs with Von Younger Landscaping as the apparent lowest bidder with the bid price of \$209,748.

Upon motion by Director Muhammad and being seconded by Director Holliday, the Board approved issuing a Notice of Intent to Award a Contract to Von Younger Landscaping for the District Landscape Maintenance and Repairs project; and upon successful completion of requirements of bidder, authorize Board Chair, Legal Counsel, and Interim Executive Director to execute the Agreement and Issue a Notice to Proceed.

BUSINESS AND ECONOMIC DEVELOPMENT

The Board of Directors received the Business and Economic Development Report as presented by Director McDavid. Director McDavid. Dr. McDavid discussed the Memorandum of Understanding (MOU) between LIFTFUND and Greater Southeast Management District and the kick-off event scheduled for October 27, 2018. Dawn Malone, Program Manager reported that the venue and notices targeting business owners in the District is being finalized.

Upon motion by Director Muhammad and being seconded by Director Holliday, the Board approved a Memorandum of Understanding (MOU) between LIFTFUND and Greater Southeast Management District to establish a *Take Action Now Event* for rebuilding small businesses in Houston Southeast.

Upon motion by Director Miles and being seconded by Director Holliday, the Board approved a Memorandum of Understanding (MOU) between the Houston Area Urban League and Greater Southeast Management District for Workforce Development Services.

Upon motion by Director Hageney and being seconded by Director Holliday, the Board approved a not-to-exceed amount of \$35,000 for the District to be a sponsor for the District D Holiday and Kwanzaa Celebration on Almeda.

SERVICE AND ASSESMENT PLAN

The Board of Directors received the update to the Service and Assessment Plan as presented by Director McDavid. The Interim Executive Director reviewed the timeline for the Service and Assessment Plan relative to the upcoming Public Hearing scheduled for Tuesday, November 6, 2018. Clark Lord, attorney, discussed the resolution related to the public hearing and other items on the timeline and, in response to a question by Director Muhammad indicated there was no additional actions required.

NOMINATING COMMITTEE

The Board of Directors received the Nominating Committee Report as presented by Director Sibley-Reid. Director Sibley-Reid. Oletha Jacobs reported that approval of the Board nominees by City Council at their recent meeting was delayed because the agenda item was pulled by Mayor Turner upon request by CM Dwight Boykins to submit a full slate of nominees at one time. There are currently four vacancies on the Board. Chair Smith stated that he wants to make sure there is representatives from all seven areas of the District.

MARKETING AND PERCEPTION ENHANCEMENT

The Board of Directors received the Marketing and Perception Enhancement Report as presented by Dawn Malone, Program Manager. Ms. Malone stated that the general theme of the District is its Legacy; past, present and future and celebrating the character of each neighborhood both in print and digitally. Ms. Malone stated the District has gone through rebranding and she's still working through details that will be shared with the Board at the next meeting.

EXECUTIVE SESSION

No action taken.

RECONVENE OPEN MEETING AND TAKE ACTION ON ANY MATTERS DISCUSSED DURING EXECUTIVE SESSION

No action taken.

ADJOURN

Upon motion by Director Mayberry and being seconded by Director Hageney the meeting was adjourned at 1:15 p.m.

Janice Sibley-Reid, Secretary
GSMD Board of Directors