



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, September 11, 2019 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 17 members and their positions.

All of the above were present except Director St. Julien, Director Peyton, Director Jellins, Director Smith, Director Carter, Director Rucker, and Director Bergeron. Others in attendance were Kenneth Byrd, Clark Lord, Jim Webb, Sgt Frank Gans, Griselda Gonzales, Jerry Sowell, Theola Petteway, Dawn Malone, Misael Obregon, Stephanie Coleman, Oletha Jacobs, Gerald Wilson, Nikki Knight, and Kendall Thompson.

CALL TO ORDER

Director Muhammad called the meeting to order at 1:11 p.m. after quorum was established.

PUBLIC COMMENTS

Director McDavid provided a brief update on activities in the area.

INTERIM EXECUTIVE DIRECTOR'S STATUS REPORT ON ADMINISTRATIVE SERVICES AND PROGRAM SERVICES

The Board of Directors received the Interim Executive Director's Status Report on Administrative Services and Programs Services for period ending September 11, 2019, as presented by Theola Petteway, Interim Executive Director.

APPROVE MINUTES FROM PREVIOUS BOARD OF DIRECTORS' MEETING

Upon motion by Director McDavid and seconded by Director Mayberry, the Board of Directors approved minutes from the August 14, 2019 Board of Directors meeting.

DISTRICT ADMINISTRATION

- a. The Board of Directors received the Assessment Collection Report for period ending August 31, 2019, as presented by Mr. Kenneth Byrd, with Equi-Tax, Inc.;
b. Upon motion by Director Howard and seconded by Director Holliday, the Board of Directors approved the Interim Executive Director to set the date for Public Hearing for the Supplemental Assessment Roll;
c. Approve Equip-Tax, Inc. to Release FY 2019 Tax Assessment Bills. No Action Taken;
d. The Board of Directors received the Budget and Finance Committee report, as presented Director Miles. Director Miles requested staff to submit draft FY 2020 Budget to all committee chairs for review and input, prior to the next Board of Directors meeting;
e. The Board of Directors received the Compilation Report for Six Months Ended June 30, 2019;
f. The Board of Directors received the Quarterly Investment Report for the Second Quarter Ended June 30, 2019;
g. The Board of Directors received the Balance Sheet with Previous Month Comparison as of July 31, 2019;
h. The Board of Directors received the Profit & Loss with Previous Month and YTD Comparison for month ended July 31, 2019;
i. Upon a motion by Director Howard and being seconded by Director Reid, the Board approved the recurring and non-

recurring expenses for the period ending July 31, 2019;

- j. Upon a motion by Director Howard and being seconded by Director Reid, the Board approved the District's Investment Officer to attend Public Funds Investment Act (PFIA) Seminar for a not-to-exceed amount of \$145;
- k. Upon a motion by Director Howard and being seconded by Director Reid, the Board approved a Resolution Regarding Public Comments.

RECEIVE GOVERNANCE COMMITTEE REPORT

The Board of Directors received the Governance Committee report, as presented by Director Sibley-Reid. Director Sibley-Reid announced that the Board Retreat will be held on October 12, 2019 and requested staff to send out a save the date to all Board of Directors. Director McDavid will follow up on the availability of the facilitator and report back to the Board of Directors.

DISTRICT SERVICES AND IMPROVEMENTS

- a. The Board of Directors received a Video Presentation on District Services and Improvements: Enhanced Public Safety; Environmental, Urban Design & Visual Improvement Services; Transportation & Local Mobility Services; Business & Economic Development Services and Marketing, Public Relations & Perception Enhancement Services as presented by the District staff;
- b. Upon a motion by Director Holliday and being seconded by Director Howard, the board approved the Engagement of the Qualified Firms to provide the following Professional Services for Public Relations, Communications, Photography, Videography, Graphic Design, Brand Design, Writing/Proof Reading and authorized Board Chair, Interim Executive Director, Legal Counsel to negotiate contracts and Issue Notices-To-Proceed;
- c. Upon a motion by Director Holliday and being seconded by Director Howard, the board approved to amend Always in Season's contract for Custom Holiday Décor on the Alameda Corridor for the 2019-2020 Holiday Season for a not-to-exceed amount of \$24,290.38 and authorize Board Chair, Interim Executive Director, Legal Counsel to negotiate contracts and issue Notices-To-Proceed;
- d. Upon a motion by Director Holliday and being seconded by Director Howard, the board approved a scope of work and not-to-exceed amount of \$30,000 to provide bus shelter installation services for ten (10) shelter sites for fulfillment by manufacturer recommended installer and authorize Board Chair, Interim Executive Director, Legal Counsel to negotiate contracts and issue Notices-To-Proceed; and
- e. Upon a motion by Director Holliday and being seconded by Director Howard, the board approved a local share of a not-to-exceed amount of \$200,000 for the Griggs Road and Mykawa Road Rail Safety Improvements Project and authorize Board Chair to execute a Resolution to meet the requirements of a grant request in the amount of \$600,000 issued by the Federal Railroad Administration (FRA) as a component of the Consolidated Rail Infrastructure and Safety Improvements (CRISI) Program.

EXECUTIVE SESSION

No action taken.

ADJOURN

The meeting was adjourned at 1:13 p.m.

Janice Sibley-Reid, Secretary
GSMD Board of Directors