



5445 Almeda Rd., Suite 503, Houston, Texas 77004  
713-942-0500 (T) • 713-942-9882 (F) • [info@houstonse.org](mailto:info@houstonse.org) (E)

TO: THE BOARD OF DIRECTORS OF THE GREATER SOUTHEAST MANAGEMENT DISTRICT AND TO ALL OTHER INTERESTED PARTIES

Notice is, hereby, given that a meeting of the Board of Directors of the Greater Southeast Management District will be held on **Wednesday, December 9, 2020 at 12:00 p.m.**, VIA TELEPHONIC OR VIDEOCONFERENCE COMMUNICATION\*, to consider, discuss and adopt such orders, resolutions or motions, and take other direct or indirect actions as may be necessary, convenient, or desirable with respect to the matters listed on the agenda below.

To attend the meeting via videoconference, please use the following URL:

<https://bracewell.webex.com/bracewell/j.php?MTID=m57485e3844fe709598bc52192c5f29b0>

To join the meeting via teleconference, please dial-in at **US Toll free 1-855-282-6330**, when prompted enter **Access Code 145 010 7814#**

\* In accordance with section 418.016 of the Texas Government Code, as amended, the Texas Governor has temporarily suspended various open meeting statutes that require government officials and members of the public to be physically present at a specified meeting location. As a result, governmental entities, such as Greater Southeast Management District, are permitted to meet via telephonic meeting. Members of the public are invited to join the telephonic meeting and may make public comments during the public comment portion of the agenda. For an electronic copy of agenda documents, please refer to the following link <https://houstonse.org/about/agenda-minutes-2/>

### AGENDA

- 12:00 P.M.** 1. Call to Order
2. Public Comments
- 12:05 P.M.** 3. Approve Minutes from Previous Board of Directors' Meeting
- 12:07 P.M.** 4. Interim Executive Director's Status Report on Administrative Services and Program Services
- 12:09 P.M.** 5. District Administration:
- (a) Receive Equi -Tax, Inc. Assessment Collection Report for the period ended November 30, 2020
  - (b) Receive Balance Sheet with Previous Month Comparison as of October 31, 2020
  - (c) Receive Profit & Loss with Previous Month and YTD Comparison for month ended October 31, 2020
  - (d) Approve Recurring and Non-Recurring Expenses for the Period Ending October 31, 2020
  - (e) Approve FY 2021 Budget based on 2019-2028 Service and Improvement Plan & Assessment Plan
  - (f) Approve Agreement for Professional Accounting Services between the District and McConnell & Jones LLP for a not-to-exceed amount and authorize Board Chair, Interim Executive Director and Legal Counsel to execute Agreement
  - (g) Approve Letter of Agreement with OST/Almeda Corridors Redevelopment Authority for Sublease of Office Space
- 12:20 P.M.** 6. District Services and Improvements:
- Receive Reports and Take Actions on the following District Services and Improvements:
- (a) Enhanced Public Safety Services:
    - i. Approve a Consultant Agreement for Sergeant Franklin Gans to provide Enhanced Public Safety Coordinator Services for a not-to-exceed amount and authorize Board Chair, Interim Executive Director and Legal Counsel to execute Agreement
    - ii. Approve Eleventh Amendment to Amended and Restated Interlocal Agreement with OST/Almeda Corridors Redevelopment Authority for Enhanced Public Safety Services

- iii. Approve letter to Texas Alcohol and Beverage Commission regarding permit for Da Fox Trap facility located at 4112 Old Spanish Trail; and
- iv. Approve Interlocal Agreement with Harris County for Law Enforcement Services
- (b) Environmental, Urban Design & Visual Improvement Services
  - i. Approve a scope of work and not-to-exceed amount for M2L Associates, Inc. for planning and design for strategic medians, right-of-way enhancements and arborist services and authorize Board Chair, Interim Executive Director and Legal Counsel to execute Agreement;
  - ii. Approve a scope of work and not-to-exceed amount for emergency repairs for the sidewalk on Griggs Road between Scott and Old Spanish Trail and authorize Board Chair, Interim Executive Director and Legal Counsel to execute Agreement;
  - iii. Approve a scope of work and not-to-exceed amount to engage a part-time maintenance inspector to support District maintenance reporting and remediation and authorize Board Chair, Interim Executive Director and Legal Counsel to execute Agreement; and
  - iv. Approve a scope of work and not-to-exceed amount to purchase and install boulders along strategic corridors throughout the District to mitigate damages caused by vehicular accidents and authorize Board Chair, Interim Executive Director and Legal Counsel to execute Agreement
- (c) Transportation & Local Mobility Services:
  - Approve local match commitment from OST/Alameda Corridors Redevelopment Authority for the OST/Palm Center Livable Centers Study
- (d) Marketing, Public Relations & Perception Enhancement Services
- (e) Business & Economic Development Services

12:30 P.M. 7. Adjournment

  
THEOLA PETTEWAY, Interim Executive Director

Pursuant to V.T.C.A Government Code, Chapter 551, as amended, the Board of Directors may convene in closed session to receive advice from legal counsel and discuss matters relating to pending or contemplated litigation, personnel matters, gifts and donations, real estate transactions, the deployment, or specific occasions for the implementation of, security personnel or devices and or economic development negotiations.