



**HOUSTON  
SOUTHEAST**  
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1392219  
02/07/2020 PERSONAL  
\$9.00 NPR - NOTICE MTG

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, February 12, 2020 at 12:00 P.M.** at 5445 Almeda Road, Suite 502 Houston, Texas 77004, inside the boundaries of the District, open to the public, to consider, discuss and adopt such resolutions or motions, as may be necessary, convenient, or desirable with respect to the following matters:

**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
- 12:10 P.M. 4. Interim Executive Director's Status Report on Administrative Services and Program Services
- 5. District Administration:
  - 12:15 P.M. (a) Receive Equi-Tax, Inc. Assessment Collection Report for the period ended January 31, 2020;
  - 12:20 P.M. (b) Receive Compilation Report for the year ended December 31, 2019;
  - (c) Receive Fourth Quarter Investment Report for the year ended December 31, 2019;
  - (d) Receive Balance Sheet with Previous Month Comparison and Profit & Loss with Previous Month and YTD Comparison as of December 31, 2019;
  - (e) Approve Payment of Recurring and Non-Recurring Expenses for the period ending December 31, 2019;
  - (f) Approve Engagement letter from George Baugh III Certified Public Accountant for FY 2019 Auditing Services
  - (g) Approve FY 2020 Budget based on Service and Improvement Plan and Assessment Plan
- 12:30 P.M. 6. Receive Governance Committee Report:
  - (a) FY 2020 Board Retreat held on January 11, 2020
  - (b) Proposed Part II of FY 2020 Board Retreat to be held on March 11, 2020 or March 18, 2020
  - (c) Parliamentarian for the Board of Directors
- 12:35 P.M. 7. District Services and Improvements:
  - (a) Receive Reports 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;
  - (b) Environmental, Urban Design & Visual Improvement Services Committee:  
Approve a scope of work for qualified firm(s) to provide Professional Design Services for a Supplemental Lighting Plan to Support District Branding, Placemaking and Public Realm Enhancement Efforts within Houston Southeast and Authorize Interim Executive Director, Board Chair and Legal Counsel to execute a contract for a not-to-exceed amount and issue Notices to Proceed.
- 8. Executive Session
  - (a) The Board may go into Executive Session to confer with legal counsel in accordance with Section §551.071 of the Texas Government Code
  - (b) The Board may go into Executive Session to discuss personnel matters in accordance with Section §551.074 of the Texas Government Code
- 9. Reconvene to public session to consider and take necessary action on matters considered in Executive Session
- 12:45 P.M. 10. Adjournment

FEB - 7 PM 6:01  
 COUNTY CLERK  
 THEOLA PETTEWAY

*Theola Petteway*  
 THEOLA PETTEWAY, Interim Executive Director