



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, May 13, 2020 at 12:00 p.m.**, via telephonic or videoconference communication, 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:

<u>Position #</u>	<u>Board Members</u>	<u>Position #</u>	<u>Board Members</u>
1	Alan D. Bergeron	10	Cydonii Miles
2	Sharone Mayberry	11	Zinetta A. Burney
3	Jonathan Howard	12	Chris Hageney
4	Hexser J. Holliday II	13	Dr. Teddy A. McDavid
5	Charic Daniels Jellins	14	Brian G. Smith
6	Sadie Rucker	15	Dr. Abdul Muhammad
7	Vacant	16	Karen Carter Richards
8	Vacant	17	Janice Sibley-Reid
9	J. Peyton Elliott		

All of the above were present except Directors Elliott. Others in attendance were Cindi Oliver Winski, Clark Lord, Martha Failing, Griselda Gonzales, Jim Webb, Zachery Martin, Theola Petteway, Dawn Malone, Misael Obregon, Oletha Jacobs, Gerald Wilson, Tia Alexander, Nikki Knight, and Kendall Thompson.

**CALL TO ORDER**

Director Smith called the meeting to order at 12:02 p.m.

**PUBLIC COMMENTS**

Dr. Teddy McDavid, on behalf Old Spanish Trail Community Partnership, gave a brief update on the activities in the OST area and announced that Director Howard was recently appointed to the City of Houston's Board of Public Trust (Houston Foundation) by City Council.

**APPROVE MINUTES FROM PREVIOUS BOARD OF DIRECTORS' MEETING**

Upon motion by Director Bergeron and seconded by Director Mayberry, the Board of Directors approved minutes from the April 8, 2020 Board of Directors meeting.

**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 May 12, 2020, as presented by Theola Petteway, Interim Executive Director.

**DISTRICT ADMINISTRATION**

- a. The Board of Directors received the Assessment Collection Report for period ending March 31, 2020, as presented by Cindy Oliver Winski, Equi-Tax, Inc.
- b. The Board of Directors received the Budget and Finance Committee report as presented by Director Miles.
- c. The Board of Directors received the Balance Sheet with Previous Month Comparison and Profit & Loss with Previous Month and YTD Comparison for month ending March 31, 2020.
- d. The Compilation Report for three months ended March 31, 2020 and the Quarterly Investment Report for the First Quarter ended March 31, 2020 was tabled until the next BOD meeting
- e. Upon motion by Director McDavid and seconded by Director Miles, the Board of Directors approved the Recurring and Non-Recurring expenses for the period ending March 31, 2020.
- f. Upon motion by Director McDavid and seconded by Director Miles, the Board of Directors approved the ratification of McDonald & Wessendorff Insurance Annual Renewal.
- g. Director Miles introduced Mr. George Baugh III, CPA, Auditor, who presented the FY 2019 Financial Audit. Director Miles stated the Budget & Finance committee's recommendation to the Board is to approve the FY 2019 Financial Audit with

the contingency of the updates related to the Management Discussion and Analysis section being made by staff to meet the May 15, 2020 submission deadline. Upon motion by Director McDavid and seconded by Director Miles, the Board of Directors approved the FY 2019 Financial Audit to meet the May 15, 2020 submission deadline.

**DISTRICT SERVICES AND IMPROVEMENTS**

- a. The Board of Directors received the monthly update briefing 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 motion by Director McDavid and seconded by Director Muhammad, the Board of Directors approved a Scope of Work and Not-to-Exceed Amount of \$5,600.00 for M2L Associates Inc to provide Landscape Architectural Services related to District's Right of Way Maintenance Services (HSE20-205) and authorize Interim Executive Director to issue Notices-to-Proceed; and
- c. Upon motion by Director Mc David and seconded by Director Muhammad the Board of Directors approved a Scope of Work and Not-to-Exceed Amount of \$41,225.00 for Martin Construction Management and Designs LLC to provide Construction Management and Inspection Services for the Houston Southeast Neighborhood Greenways Project (HSE20-206) and authorize Interim Executive Director to issue Notices-to-Proceed

**EXECUTIVE SESSION**

No action taken.

**ADJOURN**

The meeting was adjourned at 1:18 p.m.

---

Janice Sibley-Reid, Secretary  
GSMD Board of Directors