



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, July 8, 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:

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

All of the above were present except Directors Elliott, Mayberry, Reid, Jellins, Rucker, Hageney and Richards. Others in attendance were Clark Lord, Martha Failing, Frank Gans, Zachery Martin, George Wyche, Griselda Gonzales, Lola Ladejobi, Toloria Allen, Pat Hall, Theola Petteway, Dawn Malone, Misael Obregon, Oletha Miller Jacobs, Gerald Wilson, Tia Alexander, Nikki Knight, and Kendall Thompson.

CALL TO ORDER

Director Smith called the meeting to order at 12:00 p.m.

PUBLIC COMMENTS

Director McDavid, on behalf of the Old Spanish Trail Community Partnership, gave a brief update on the activities in the OST area.

APPROVE MINUTES FROM PREVIOUS BOARD OF DIRECTORS' MEETING

Upon motion by Director McDavid and seconded by Director Burney the Board of Directors approved minutes from the June 10, 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 July 8, 2020, as presented by Theola Petteway, Interim Executive Director.

DISTRICT ADMINISTRATION

- (a) The Board of Directors received the Assessment Collection Report for period ending June 30, 2020, as presented Pat Hall from Equi-Tax.
(b) The Board of Directors received the Budget and Finance Committee report as presented by Director Miles. Director Miles shared that staff is monitoring fraudulent activity on the District's JP Morgan Chase Operating Account and looking into implementing the JP Morgan Chase Fraud Positive Pay Protection Services.
(c) Upon motion by Director McDavid and seconded by Director Burney, the Board of Directors approved the payment of Recurring and Non-Recurring Expenses for the period ending May 31, 2020.

**PERSONNEL COMMITTEE REPORT**

The Board of Directors received the Personnel Committee report as presented by Director Bergeron. Director Bergeron reported that the Personnel Committee met to discuss the Return to Work Policy for the staff amidst the COVID-19 pandemic. The committee thought it best to seek professional help in Human Resource and/or Emergency Management to provide direction on policies and make appropriate recommendations. Additionally, he shared that he does not foresee remote work ending anytime soon and in the event a staff person needs to visit the physical office, there needs to be a communication and cleaning protocol for sanitization and social proper social distancing. Director Smith shared that he wants to ensure staff has the proper equipment including printers to support remote work.

**DISTRICT SERVICES AND IMPROVEMENTS**

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.

- a. Upon motion by Director McDavid and seconded by Director Muhammad, the board approved authorization of the necessary agreement and a not-to-exceed of \$55,000.00 for the City of Houston to provide additional maintenance obligations at the Park at Palm Center and authorize Interim Executive Director, Board Chair and Legal Counsel to execute an agreement; and
- b. Upon motion by Director Holliday and seconded by Director Muhammad, the board approved a scope of work and a not-to-exceed amount of \$30,000 to engage a Business Development and Retention Consultant and/Firm that supports District Retail, Office & Industrial Development for a 60-day activation and authorize Interim Executive Director, Board Chair and Legal Counsel to execute agreement.

**EXECUTIVE SESSION**

No action taken.

**ADJOURN**

The meeting was adjourned at 1:11 p.m.



Janice Sibley-Reid, Secretary  
GSMD Board of Directors