

NORTH HOUSTON DISTRICT

August 29, 2023
MEETING MINUTES
Board of Directors

The Board of Directors (the “Board”) of the North Houston District (the “District”) met in official regular session, open to the public, at 12400 Greenspoint Dr, Houston, TX, 77060, Salon 3, on Tuesday, August 29, 2023, at 8:30 a.m.

Directors Present for all or a portion of the meeting: Melody Douglas, Mozell Darthard, Cory Driskill, Margaret Eyster, Michael Kasmiersky, Charles Lopez, George Lunnon, Steve Moore, Dr. Quentin Wright, and Tom Wussow thus constituting a quorum.

Directors Absent: Terry Alexander, Kaitlin Bellon, Abel Garza, Karen Marshall, Michelle Wogan

Staff Present: Bart Baker, Amy Craig, Karen Davis, Monica Gijon, Robert Fiederlein, Asdrubal Gutierrez, Tracy Harrison, Colleen Martin, Greg Simpson

Guests: Laura Davis, District Counsel, Lori Williamson and Tina Poindexter of Frost Bank, and Ron McMillan

1. General Business

- a. **Call to Order** – Mr. Wussow called the meeting to order at 8:36 am.
- b. **Determination of a Quorum** – Mr. Simpson confirmed a quorum of the board based on the members present as shown above.
- c. **Welcome and introductions** – Mr. Simpson and Mr. Wussow welcomed everyone to the meeting.
- d. **Public Comments** – Mr. Simpson introduced Ms. Williamson and Ms. Poindexter of Frost Bank and Mr. McMillan.

2. Consent Agenda – Mr. Wussow presented the Consent Agenda for approval, consisting of the following items:

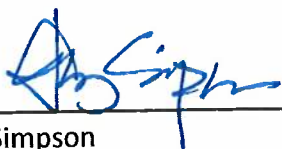
- a. Adoption of Agenda
- b. Approval of Minutes of **April 25, 2023 Meeting**
- c. Financial Activity Reports
 - i. Deposit Account Activity Report: through JUNE 2023
 - ii. Compiled Financial Statement(s): MARCH/APRIL/MAY/JUNE 2023
 - iii. Assessment Collection Report: APRIL/MAY/JUNE/JULY 2023
 - iv. Delinquent Assessment Collection Report
 - v. Investment Report: 2ND & 3RD Quarter
 - vi. Conflicts Disclosure Statement
 - vii. Check Registers: MARCH/APRIL/MAY/JUNE 2023
 - viii. Treasurer’s Report
- d. Annual Review of Investment Policy
- e. Qualified Brokers List for Investments of the North Houston District
- f. Resolution Authorizing Adoption of Parks Master Plans and Authorizing Submittal to Texas Parks and Wildlife Department for Approval
- g. Resolution Supporting North Houston District’s Application to Texas Parks and Wildlife
- h. Victor Insurance Managers, Inc. Bond Renewal Aug. 26, 2023 – Aug. 26, 2024

No director asked for an item to be taken from the consent agenda for separate consideration. Ms. Douglas made a motion to approve the Consent Agenda. Mr. Kasmiersky seconded the motion, and the motion passed unanimously.

3. **Reappointment of Directors** - Mr. Simpson reviewed the Director Attendance Chart and the Positions of the Board of Directors. No action was taken.
4. **Supplemental Assessment Roll to Determine Any Value Added by Annexation, New Construction, or Land Development, Appointing Hearing Examiners, and Calling a Public Hearing** – Mr. Simpson requested the board authorize a supplemental assessment roll, call a public hearing, and mail invoices. The board recommended that the President be given the authority to appoint hearing examiners and to set a date for the Public Hearing. Mr. Moore made a motion to approve. Ms. Eyster seconded the motion, and it passed unanimously.
5. **Task Order with Gauge Engineering for Engineering Services Related to Airline Dr. – Harris County Precinct 2 Partnership Project** – Mr. Fiederlein requested the board approve a task order with Gauge Engineering for

engineering services regarding design and construction services related to sidewalk modifications and lighting repairs along Airline Drive. Mr. Darthard made a motion to approve. Ms. Douglas seconded the motion and it passed unanimously.

6. **Contract for Benmar Dr. at Greenspoint Dr. Curb Return Restoration** – Mr. Fiederlein requested the board authorize staff to negotiate and execute a contract for construction of the Benmar Drive at Greenspoint Drive curb return with R. Miranda Trucking and Construction LLC. Mr. Kasmiersky made a motion to approve. Mr. Lopez seconded the motion and it passed unanimously.
7. **Donation Agreement with U.S. Soccer Foundation for Mini-Pitch at Wussow Park** – Mr. Fiederlein requested the board authorize staff to approve a donation agreement with the U.S. Soccer Foundation for the construction of a mini-pitch at Wussow Park. Mr. Lunnon made a motion to approve. Mr. Lopez seconded the motion and it passed unanimously.
8. **Task Order with Gauge Engineering for Engineering Services Related to Mini-Pitch at Wussow Park** - Mr. Fiederlein requested the board authorize staff to approve a task order with Gauge Engineering for engineering services regarding design and construction services related to installation of a mini-pitch pad at Wussow Park. Ms. Douglas made a motion to approve. Ms. Eyster seconded the motion and it passed unanimously.
9. **Interlocal Agreement with Harris County Attorney’s Office regarding Community Support Program** – Ms. Harrison requested the board to authorize staff to execute the interlocal agreement with Harris County Attorney’s office and other Management Districts for the provision of enhanced nuisance abatement civil enforcement activities. Mr. Moore made a motion to recommend the board approve. Mr. Driskill seconded the motion and it passed unanimously.
10. **Interlocal Agreement with Harris County for Supplemental Law Enforcement Services** – Ms. Harrison requested the board authorize staff to execute an interlocal agreement with Harris County for supplemental law enforcement services. She indicated the contract would provide six Deputies and one Sergeant. Mr. Lopez made a motion to approve. Mr. Moore seconded the motion, and it passed unanimously.
11. **Amended Interlocal Agreement with the City of Houston regarding Temporary Space for Houston Police Department** – Mr. Simpson presented an amended interlocal agreement with the City of Houston that allows the District to pay for the HPD lease at 100 Glenborough. In June 2022, the board approved an amendment to the original agreement that provided for a one-year extension, with the agreement expiring in December 2023. Mr. Simpson requested the board approve the amended interlocal agreement that allows the District to pay rent for the HPD North Belt Division temporary office space through September 2024 with an option of an additional extension through December 4, 2024. Ms. Eyster made a motion to approve. Ms. Douglas seconded the motion, which passed unanimously. Mr. Moore abstained.
12. **President’s Report – District Overview**
 - a. Public Safety update – Ms. Harrison reported on recent outreach activities and reviewed plans for the upcoming Apartment Summit and National Night Out. Ms. Harrison also reported on Bike Patrol activities during the summer months.
 - b. Planning and Infrastructure update – Mr. Fiederlein reported on the status of multiple grant applications that are focused on Livable Centers Study goals including installation of new sidewalks in the District. He also reported the status of Phase 3, Phase 4 and Phase 5 of the Gateway project as well as the Benmar curb construction.
 - c. Field Services update – Mr. Gutierrez reported on various field services maintenance items including upgrading the slide at Dylan Park and installing a fence around the pond at Ida Gaye Park.
 - d. Marketing and Public Affairs update – Ms. Martin provided an update on recent marketing campaigns and reported the Spring issue of Quadrants and E-News will be out soon. Ms. Martin also noted a new Planning Resource tab on the District website and that a Parks and Trails brochure is now available.
13. **Next Meeting Date – October 31, 2023 @ 8:30 am**
14. **Adjourn** – Mr. Wussow adjourned the meeting at 9:36 am.



Greg Simpson
President
North Houston District

10.31.23

Date