

April 25, 2017
MEETING MINUTES
Board of Directors

NORTH HOUSTON DISTRICT

The Board of Directors (the "Board") of the North Houston District (the "District") met in official regular session, open to the public, at 12190 Greenspoint Dr, Houston, Texas, on Tuesday, April 25, 2017 at 8:30 a.m.

Directors Present for all or a portion of the meeting: Dave Egbert, Margaret Eyster, Charles Lopez, George Lunnon, Karen Marshall, Steve Moore, John Ridgway, Mark Smith, Michelle Wogan and Tom Wussow, thus constituting a quorum.

Directors Absent: Melody Douglas, Gerald Napoles, Donna Volkerding,

Staff Present: Greg Simpson, Bart Baker, Robert Fiederlein, Tracy Harrison, Shelia Redmon-Jones, Brenda Spratt, and Karen Davis

Guests: Jeanne McDonald

1. General Business

- a. **Call to Order** - Chair Wogan called the meeting to order at 8:39 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** – Chair Wogan welcomed everyone to the meeting.
- d. **Public Comments** – No comments from members of the public were made.

2. Consent Agenda – Chair Wogan presented the Consent Agenda for approval, consisting of the following items:

- a. Adoption of Agenda
- b. Approval of Minutes of February 28, 2017 Meeting
- c. Financial Activity Reports
 - i. Deposit Account Activity Report: through January 2017
 - ii. Compiled Financial Statement: January 2017
 - iii. Budget vs. Actual Expenditures: January 2017
 - iv. Assessment Collection Report: FEB/MAR 2017
 - v. Delinquent Assessment Collection Report: as of March 31, 2017
 - vi. Conflicts Disclosure Statement
 - vii. Check Register: January 2017
 - viii. Treasurer's Report

No director asked for an item to be taken from the consent agenda for separate consideration. Mr. Ridgway made a motion to approve the Consent Agenda. Mr. Smith seconded the motion, which passed unanimously.

- 3. Reappointment of Directors** - Mr. Simpson reviewed the Director Attendance Chart. No action was taken.
- 4. Slate of Directors for 2017 -2021 Terms** – Mr. Simpson reviewed the Positions of the Board of Directors reflecting the new order that is to be filed with the City. Mr. Wussow made a motion to accept the Slate of Directors and Ms. Eyster seconded the motion, which passed unanimously.
- 5. Declare and Authorize the Disposal of Surplus Property** – Mr. Simpson presented a resolution declaring various items as listed with no resale value to be surplus property. The items were reviewed and Mr. Ridgway made a motion to approve. Mr. Lunnon seconded the motion and it passed unanimously.
- 6. City of Houston's Meaningful Change Campaign** – Mr. Simpson requested the Board approve a payment in the amount of \$10,000 to the Coalition for the Homeless of Houston/Harris County for the District's participation in the City of Houston's Meaningful Change Campaign. It was discussed that it was in our best interest to participate but a letter should accompany the check explaining that this would have to be a one-time contribution and that we would like to see a report with the results reflecting a successful project. Mr. Moore made a motion to approve. Mr. Lunnon seconded the motion and it passed. It is noted that Mr. Ridgway opposed.

7. **Recommendation Regarding District Wayfinding and Signage Consultant** – Mr. Baker requested to negotiate and execute a contract for Street Sign and Wayfinding Conceptual Design with Kudela & Weinheimer in an amount not to exceed \$30,000. It was discussed that staff investigate a price for additional services beyond conceptual design if appropriate. Mr. Wussow made a motion to approve. Mr. Ridgway seconded the motion, which passed unanimously.
8. **Recommendation Regarding District Website Design Consultant** – Ms. Redmon-Jones requested to negotiate and execute a contract with Limb Design for website design and development in an amount not to exceed \$45,000. Mr. Ridgway made a motion to approve. Mr. Smith seconded the motion, which passed unanimously.
9. **Office Balcony Access Waiver and Release of Claims and indemnity Agreement** – Mr. Simpson requested to negotiate an agreement with the District’s landlord, Northwestern Mutual Life Insurance Company, which would allow the District to access the balcony adjacent to the district’s offices. Mr. Moore made a motion for the Board approve. Mr. Ridgway seconded the motion and it passed unanimously. It is noted that Mr. Smith abstained from voting.
10. **President’s Report – District Overview** – Receive reports and authorize appropriate action, if necessary:
 - a. **Public Safety Update** – Ms. Harrison reported on recent quadrant meetings and an upcoming BMV meeting. She also reported on the creation of a new HPD division and is working with the new Captain to obtain temporary office space in our area.
 - b. **Marketing and Public Affairs Update** – Ms. Redmon-Jones reported on new development in the area and recent media activity.
 - c. **Strategic Planning and Development Update** – Mr. Fiederlein reported on a recent meeting with Steve Costello of the City of Houston and an upcoming meeting with the new Public Works director regarding disaster recovery funding. He also reported that Amazon plans to open their new facility in mid-July.
 - d. **Greenspoint Community Partners Update** - Mr. Fiederlein reported on the March GCP Board meeting.
11. **Adjourn** – Ms. Wogan adjourned the meeting at 10:00 am



Greg Simpson

 Greg Simpson
 President
 North Houston District

6.27.17

 Date