

NORTH HOUSTON DISTRICT

August 25, 2020
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, Via Zoom video/audio conference. The Zoom conference meeting was authorized pursuant to the March 16, 2020 Declaration by the Governor of the State of Texas, which suspended certain provisions of Chapter 551, Texas Government Code, in response to the Coronavirus (COVID-19) pandemic. The Governor's Proclamation permitted governmental bodies to conduct meetings via telephone or videoconferences to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of COVID-19.

Directors Present for all or a portion of the meeting: Kaitlin Bellon, Melody Douglas, Margaret Eyster, Abel Garza, Michael Kasmiersky, Charles Lopez, George Lunnon, Karen Marshall, Al Mikolas, Steve Moore, Michelle Wogan, and Tom Wussow thus constituting a quorum.

Directors Absent: Terry Alexander

Staff Present: Bart Baker, Amy Craig, Karen Davis, Asdrubal Gutierrez, Tracy Harrison, Greg Simpson, Brenda Spratt, and Alexa Valencia

Guests: Laura Davis, District Legal Counsel

1. General Business

- a. **Call to Order** - Ms. Davis called the meeting to order at 8:33 am and announced the meeting was being recorded.
- 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 Chair Wogan welcomed everyone to the meeting.
- d. **Public Comments** –No comments from the public were made.

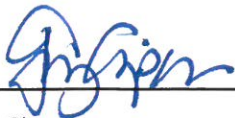
2. Consent Agenda – Ms. Davis presented the Consent Agenda for approval, consisting of the following items:

- a. Adoption of Agenda
- b. Approval of Minutes of **June 30, 2020 Meeting**
- c. Financial Activity Reports
 - i. Deposit Account Activity Report: through JUN 2020
 - ii. Compiled Financial Statements: APR/MAY/JUN 2020
 - iii. Assessment Collection Report: JUN/JUL 2020
 - iv. Delinquent Assessment Collection Report: as of JUL 31, 2020
 - v. Investment Report: 3RD Quarter
 - vi. Conflicts Disclosure Statement
 - vii. Check Registers: APR/MAY/JUN 2020
 - viii. Treasurer's Report
- d. Victor O. Schinnerer & Company, Inc. Bond Renewal Aug. 26, 2020 – Aug. 26, 2021

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. Lunnon seconded the motion, and the motion passed.

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 authorized the President be given authority to appoint hearing examiners and set a date for the Public Hearing. Mr. Moore made a motion to approve. Ms. Eyster seconded the motion, and it passed unanimously.

5. **Contract Amendment with Kudela & Weinheimer for Gateway Entry Project Phase 2** – Mr. Baker requested the board authorize staff to execute an amendment to the contract with Kudela & Weinheimer for Gateway Phase 2 construction administration in an amount not-to-exceed \$15,000. Mr. Wussow made a motion to approve. Mr. Moore seconded the motion, and it passed unanimously.
6. **Contract for Repair of Greens Bayou Trail segments** – Mr. Baker reviewed three proposals for repair of Greens Bayou Trail segments. Ms. Douglas made a motion to approve staff to negotiate and execute a contract not to exceed \$54,000 and that staff investigate possible sources of funding for future trail maintenance needs including reimbursement of any incurred maintenance costs. Ms. Marshall seconded the motion, and it passed unanimously.
7. **Amendment to North Houston Bike Park Operating and Maintenance Agreement** – Mr. Baker requested the board authorize staff to execute an amendment to the Operating and Maintenance Agreement with N. Houston Development Corp related to district operation and maintenance of the North Houston Bike Park within the district’s boundaries. Mr. Lunnon made a motion to approve. Mr. Moore seconded the motion, and it passed unanimously.
8. **Contract for the provision of HR Consulting Services for the District** – Mr. Simpson presented the resume of Ophelia Gomes and requested the board authorize staff to negotiate an agreement for Ms. Gomes to provide HR consulting services to the District. Ms. Wogan made a motion to approve. Mr. Wussow seconded the motion, and it passed unanimously.
9. **President’s Report – District Overview** – Receive reports and authorize appropriate action, if necessary
 - a. Planning and Infrastructure Update – Mr. Baker gave an update on the Kuykendahl Road Gateway landscaping project and also improvements to Greens Road both to be implemented by the TIRZ.
 - b. Field Services – Mr. Gutierrez reported on beautification improvements in the area including the bridge at Wussow Park, Rushcreek Drive cleanup, and upgraded lighting at several district projects.
 - c. Public Safety Update - Ms. Harrison reported on community outreach events and noted that she and local law enforcement agents have been volunteering at the weekly food drive at Green House International Church. She also announced Sergeant Gonzalez has joined the Public Safety Task Force.
 - d. Marketing and Public Affairs Update - Ms. Valencia gave an update on the radio advertising campaign “Take Texas Forward”.
 - e. FY21 Budget Overview – Mr. Simpson noted that the district is working on the FY21 budget and will present it at the October board meeting.
10. **Next Meeting Date** – October 27, 2020, 8:30 a.m.
11. **Adjourn** – Mr. Moore made a motion to adjourn the meeting at 9:50 am. Mr. Lopez seconded the motion and the meeting ended.



Greg Simpson
President
North Houston District

10.29.20

Date