

**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, Hilton Houston North, 12400 Greenspoint Drive, Donatello Room, Houston, Texas 77060, on Tuesday December 5, 2023 at 8:30 a.m.

**Directors Present for all or a portion of the meeting:** Terry Alexander, Kaitlin Bellon, Mozell Darthard, Melody Douglas, Margaret Eyster, Michael Kasmiersky, Charles Lopez, George Lunnon, Karen Marshall, Steve Moore, Michelle Wogan, Dr. Quentin Wright and Tom Wussow thus constituting a quorum.

**Directors Absent:** Cory Driskill, Abel Garza

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

**Guests:** Laura Davis, District Legal Counsel

**1. General Business**

- a. **Call to Order** - Chair Wogan called the meeting to order at 9:04 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 Chair Wogan welcomed everyone to the meeting.
- d. **Public Comments** –No comments from the public were made.

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

- a. Approval of Minutes of **October 31, 2023** Meeting
- b. Financial Activity Reports
  - i. Assessment Collection Report OCT 2023
  - ii. Delinquent Assessment Collection Report through OCT 2023
  - iii. Investment Report: 4<sup>th</sup> Quarter
  - iv. Conflicts Disclosure Statement
  - v. Check Registers: SEP 2023
  - vi. Treasurer's Report
- c. Revised Professional, Service and Maintenance Contracts to Implement Programs Proposed in FY 2024 Budget

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.

- 3. Reappointment of Directors** - Mr. Simpson reviewed the Director Attendance Chart and the Positions of the Board of Directors. No action was taken.
- 4. Public Hearing & Supplement to the Assessment Roll** - Ms. Davis presented the findings and recommendations of the Hearing Examiners from the public hearing, an order consistent with those recommendations, and an amendment to the District Information Form. Mr. Moore made a motion to adopt the order as prepared and approve the amended information form. Mr. Wussow seconded the motion, which passed unanimously.
- 5. Contract for Construction of Mini-Pitch Slab and Associated Drainage Improvements at Wussow Park** – Mr. Fiederlein requested the board authorize staff to enter a contract with Brights Build, Inc. for the construction of a post-tension, concrete slab and associated drainage improvements at Wussow Park. Mr. Lopez made a motion to approve. Mr. Lunnon seconded the motion, which passed unanimously.

6. **Proposal for Design, Fabrication and Installation of Phase 5 Gateway Signs** - Mr. Fiederlein requested the board authorize staff to execute a proposal in the amount of \$88,440 for the design, fabrication and installation of nine Phase 5 Gateway signs with NEC Signage + Architectural Products. Mr. Kasmiersky made a motion to approve. Ms. Eyster seconded the motion, which passed unanimously.

7. **President’s Report – District Overview** – Board Service Recognition – Mr. Simpson and Ms. Wogan recognized the following board members for their service:

- Mr. Darthard and Dr. Wright for one year of service.
- Ms. Bellon, Mr. Alexander and Mr. Kasmiersky for five years of service.
- Mr. Lopez and Ms. Douglas for twenty-five years of service.

8. **Next Meeting Date** – February 27, 2024 @ 8:30 am.

9. **Adjourn** – Chair Wogan adjourned the meeting at 9:24 am.



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Greg Simpson  
President  
North Houston District



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Date