

**NORTH HOUSTON DISTRICT**

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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 August 27, 2024, at 8:30 a.m.

**Directors Present for all or a portion of the meeting:** Terry Alexander, Melody Douglas, Mozell Darthard, Cory Driskill, Abel Garza, Michael Kasmiersky, Charles Lopez, George Lunnon, Karen Marshall, Steve Moore, Dr. Quentin Wright, and Michelle Wogan, thus constituting a quorum.

**Directors Absent:** Kaitlin Bellon, Margaret Eyster, and Tom Wussow

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

**Guests:** Laura Davis, District Counsel

**1. General Business**

- a. **Call to Order** – Chair Wogan called the meeting to order at 8:34 am.
- b. **Determination of a Quorum** – Mr. Baker confirmed a quorum of the board based on the members present as shown above.
- c. **Welcome and introductions** – Mr. Baker and Chair Wogan welcomed everyone to the meeting.
- d. **Public Comments** –No comments from the public were made.

**2. Consent Agenda** – Items may be removed at board member’s request; otherwise, items will be voted as a group.

- a. Adoption of Agenda
- b. Approval of Minutes of **June 25, 2024** Meeting
- c. Financial Activity Reports
  - i. Deposit Account Activity Report: through JUNE 2024
  - ii. Compiled Financial Statement(s): MAY/JUNE 2024
  - iii. Assessment Collection Report: JUNE/JULY 2024
  - iv. Delinquent Assessment Collection Report: as of JULY 2024
  - v. Investment Report: 3<sup>RD</sup> Quarter
  - vi. Conflicts Disclosure Statement
  - vii. Check Registers: MAY/JUNE 2024
  - viii. Treasurer’s Report
- d. Records Retention – Items Approved by Executive Committee for Disposition
- e. Victor Insurance Managers, Inc. Bond Renewal Aug. 26, 2024 – Aug. 26, 2025

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

**3. Reappointment of Directors** - Mr. Baker 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. Baker requested the board authorize a supplemental assessment roll, call a public hearing, and mail invoices. The board recommended the President be given the authority to appoint hearing examiners and to set a date for the Public Hearing. Mr. Lopez made a motion to approve. Mr. Moore seconded the motion, and it passed unanimously.
5. **Appointment of the District's Records Management Officer** - Mr. Baker requested the board appoint the position of Executive Vice President & COO to serve as the Records Management Officer for the North Houston District. Ms. Douglas made a motion to approve. Mr. Kasmiersky seconded the motion, and it passed unanimously.
6. **Amendment to Fiscal Year 2024 Budget and Cash Flow Projections** – Mr. Baker requested the board authorize the amendment of the FY24 budget to reflect the allocation of \$105,000 from the contingency reserve to the Field Services budget to cover maintenance and clean-up activity as a result of Hurricane Beryl damage. Ms. Marshall made a motion to approve. Mr. Darthard seconded the motion, and it passed unanimously.
7. **Operating and Maintenance Agreement for Skate and Bike Park** – Mr. Baker requested the board authorize staff to negotiate and execute an Operating and Maintenance Agreement with N. Houston Development Corp. and Reinvestment Zone Number Eleven, City of Houston, for the District to operate and maintain both the North Houston Skate Park and Rockstar Energy Bike Park. Mr. Lopez made a motion to approve. Mr. Moore seconded the motion, and it passed unanimously.
8. **Interlocal Agreement with Houston Galveston Area Council for Funding of Sidewalk Projects** - Mr. Fiederlein requested the board ratify the approval of an interlocal agreement with HGAC to fund a proposed sidewalk project in the District. Mr. Moore made a motion to approve. Dr. Wright seconded the motion, and it passed unanimously.
9. **Resolution Authorizing Updates to District's Accounting and Financial Management Procedures Manual to Incorporate Federal Grant Requirements** – Mr. Fiederlein requested the board adopt a resolution authorizing updates to the District's Accounting and Financial Procedures manual to bring it into compliance for award of federal grants. Mr. Garza made a motion to approve. Mr. Lunnon seconded the motion, and it passed unanimously.
10. **Interlocal Agreement with Harris County Attorney's Office regarding Community Support Program** - Ms. Harrison requested the board 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 approve. Mr. Kasmiersky seconded the motion, and it passed unanimously.
11. **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. Dr. Wright made a motion to approve. Mr. Garza seconded the motion, and it passed unanimously.

**12. Amended Interlocal Agreement with the City of Houston regarding Temporary Space for Houston Police Department** - Mr. Baker presented an amended interlocal agreement with the City of Houston that allows the District to pay for the HPD lease at 100 Glenborough. The board previously authorized a second one-year extension in August 2023, which expires December 2024. Mr. Baker requested the Board authorize staff to execute an amended interlocal agreement that allows the District to pay rent for the HPD North Belt Division temporary office space through September 2026 with an option of an additional extension through December 24, 2027. Ms. Marshall made a motion to approve. Mr. Kasmiersky seconded the motion, which passed unanimously. Mr. Moore abstained.

**13. President's Report – District Overview –**

- a. Public Safety update – Ms. Harrison reported on Task Force activity and HPD crime statistics.
- b. Planning and Infrastructure update – Mr. Fiederlein gave updates on the status of multiple grant applications the District has submitted. He also reviewed Phase 4 of the Gateway Improvement Project, and Airline Dr improvements.
- c. Field and Services update – Mr. Gutierrez provided updates on clean-up efforts due to Hurricane Beryle, and a partnership with TIRZ to replace the playground surface at Dylan Park.
- d. Marketing and Public Affairs update – Ms. Martin provided an update on the District's new website, upcoming E-News and quarterly newsletter.

**14. Next Meeting Date – October 29, 2024 @ 8:30 am**

**15. Adjourn** – Chair Wogan adjourned the meeting at 9:31 am



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Greg Simpson  
President  
North Houston District



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Date