

## **NORTH HOUSTON DISTRICT**

## **February 28, 2017 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 12190 Greenspoint Dr, Houston, Texas, on Tuesday, February 28, 2017 at 8:30 a.m.

**Directors Present for all or a portion of the meeting:** Melody Douglas, Margaret Eyster, George Lunnon, Steve Moore, Gerald Napoles, John Ridgway, Donna Volkerding, Michelle Wogan and Tom Wussow, thus constituting a quorum.

**Directors Absent:** Dave Egbert, Charles Lopez, Karen Marshall, Mark Smith

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

**Guests:** Jeanne McDonald, Lupe Garcia of Whitley Penn

### **1. General Business**

- a. **Call to Order** - Chair Wogan called the meeting to order at 8:34 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 December 6, 2016 Meeting
- c. Financial Activity Reports
  - i. Deposit Account Activity Report: through December 2016
  - ii. Compiled Financial Statements: OCT/NOV/DEC 2016
  - iii. Budget vs. Actual Expenditures: OCT/NOV/DEC 2016
  - iv. Assessment Collection Report: NOV/DEC 2016/JAN 2017
  - v. Delinquent Assessment Collection Report: as of January 31, 2017
  - vi. Investment Report: 1st Quarter FY17 NOV/DEC/JAN
  - vii. Conflicts Disclosure Statement
  - viii. Check Register: OCT/NOV/DEC 2016
  - ix. Treasurer's Report
- d. Other Business
  - i. MWDBE Annual 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. Ms. Douglas seconded the motion, which passed unanimously.

- 3. 2016 Fiscal Year Audit Report by Whitley Penn, LLP** – Mr. Garcia of Whitley Penn presented the 2016 Fiscal Year End Audit Report and provided an unqualified "clean" opinion on the district's financial statements as of October 31, 2016. Ms. Douglas made a motion to accept the FY 2016 Audited Financial Statements and direct the President to forward them to TCEQ. Mr. Napoles seconded the motion, which passed unanimously.
- 4. Reappointment of Directors** - Mr. Simpson reviewed the Director Attendance Chart and the Positions of the Board of Directors. Mr. Simpson noted the vacant positions and proposed reordering current board members to fill those positions. The Committee recommended moving Ms. Volkerding to position 2, Mr. Smith to position 5, Ms. Douglas to position 13 and Ms. Wogan to position 14. Ms. Eyster made a motion to accept the revised position order and Ms. Douglas seconded the motion, which passed unanimously.
- 5. Declare and Authorize the Disposal of Surplus Property** – Mr. Simpson presented a resolution declaring a SMART Board with a value of more than \$300 and a computer with no resale value to be surplus property. Mr. Lunnon made a motion to adopt the resolution. Mrs. Douglas seconded the motion, which passed unanimously.

6. **Request Qualifications from a Consultant for Street Sign and Wayfinding Design** – Mr. Baker requested to engage in soliciting consultants for new street signage design. Possible funding alternatives were discussed. Mr. Wussow made a motion to approve. Mr. Moore seconded the motion, which passed unanimously.
7. **Small Cell Phone Tower Standards** - Small Cell Antenna Update – Mr. Baker reported on details of the agreement between the City of Houston and antenna companies. He then presented an amended District Cell Tower Design Standards that reflected the City of Houston’s current standards regarding pole height. Mr. Moore made a motion to approve the amended standards. Ms. Douglas seconded the motion, which passed unanimously.
8. **Recommendations for Appointment to Greenspoint Community Partners Board of Directors** – Mr. Fiederlein requested the Board to appoint Jonathan Moore and Yoshiko Burney, both residents of the District, to the board of Greenspoint Community Partners in addition to Mr. Baker, of the District. Ms. Eyster made a motion to approve. Ms. Douglas seconded the motion, which passed unanimously.
9. **Legislative Representation for 85<sup>th</sup> Session of the Texas Legislature** – Mr. Simpson requested approval to engage with a lobbyist for the current legislative session. Mr. Ridgway made a motion to approve. Ms. Volkerding seconded the motion, which passed unanimously.
10. **President’s Report – District Overview** – Receive reports and authorize appropriate action, if necessary:
  - a. Flood Mitigation Activity Update – Mr. Fiederlein gave a flood disaster recovery update.
  - b. Drake Park Update – Mr. Baker gave an update on the progress of Drake Park.
  - c. Marketing and Public Affairs Activity Update – Ms. Redmon-Jones gave an update on recent activity in regards to the District’s name change.
  - d. Public Safety Update – Ms. Harrison reported on crime statistics and the Task force.
11. **Adjourn** –Mr. Wussow adjourned the meeting at 9:56 am



Greg Simpson  
President  
North Houston District

4.25.17

Date