

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, June 27, 2017 at 8:30 a.m.

**Directors Present for all or a portion of the meeting:** Kaitlin Bellon, Melody Douglas, Charles Lopez, George Lunnon, Karen Marshall, Steve Moore, Donna Volkerding, Michelle Wogan and Tom Wussow, thus constituting a quorum.

**Directors Absent:** Dave Egbert, Margaret Eyster, Gerald Napoles, John Ridgway, and Mark Smith

**Staff Present:** Greg Simpson, Bart Baker, Robert Fiederlein, Tracy Harrison, Shelia Redmon-Jones, 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 April 25, 2017 Meeting
- c. Financial Activity Reports
  - i. Deposit Account Activity Report: through March 2017
  - ii. Compiled Financial Statement: February, March 2017
  - iii. Budget vs. Actual Expenditures: February, March 2017
  - iv. Assessment Collection Report: April, May 2017
  - v. Delinquent Assessment Collection Report: as of May 31, 2017
  - vi. Quarterly Investment Report: 2<sup>nd</sup> Qtr. February, March, April 2017
  - vii. Conflicts Disclosure Statement
  - viii. Check Register: February, March 2017
  - ix. Treasurer’s Report

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

- 3. Reappointment of Directors** - Mr. Simpson reviewed the Director Attendance Chart. No action was taken.
- 4. Project Update from Greater Greenspoint Redevelopment Authority** – After introduction, Ms. Bradford gave a presentation on many of the past and current redevelopment authority projects, including the BMX bike park scheduled to open in 2018.

5. **Review of Investment Policy** – Mr. Simpson presented a resolution adopting the District’s Investment Policy. Ms. McDonald verified that there have been no changes in the law since we last adopted the Investment policy in April 2012 that would require the policy to be amended. Ms. Douglas made a motion to approve and Mr. Moore seconded the motion, which passed unanimously.
6. **Review of Qualified Brokers List for District Investments** – Mr. Simpson presented a resolution adopting a list of approved brokers authorized to engage in investment transactions with the District. The list of brokers was reviewed and no changes were made. Mr. Lunnon made a motion to approve and Mr. Moore seconded the motion, which passed unanimously.
7. **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. Lopez made a motion to approve. Mr. Lunnon seconded the motion and it passed unanimously.
8. **Declare Surplus and Authorize the Disposal of Code Enforcement Vehicle and Acquisition of a New Vehicle** – Mr. Baker presented a resolution declaring a 1999 Ford Explorer as surplus and requested authorization to seek and accept the donation of a vehicle for code enforcement programs. In the event a partial donation is secured, the District will contribute funds not to exceed \$16,000. Ms. Marshall made a motion to approve. Ms. Douglas seconded the motion, which passed unanimously.
9. **Amendment to Fiscal Year 2017 Budget and Cash Flow Projections** – Mr. Simpson reported that our recent annual audit clarified the amount of unspent General and Skate Park funds that needed to be adjusted and allocated on our current budget. He requested amending the FY17 budget to 1) modify the cover sheet to reflect actual unspent funds for unfinished projects, Drake Park construction, and Skate Park operations, 2) allocate \$100,000 of Drake Park construction funds not spend in FY16 to the Operations, Planning, and Infrastructure budget for construction of Drake Park, and 3) update the “maintenance reserve” line item in the Skate Park budget to reflect actual unspent funds from FY16. These adjustments will leave the District with a projected balance of \$107,703 to be used as a reserve for future needs in FY17. Ms. Douglas made a motion to amend the FY 17 Budget and Cash Flow Projections to include these modifications. Mr. Moore seconded the motion, which passed unanimously.
10. **Application for Livable Centers Planning Study** – Mr. Baker requested authorization to submit a proposal to the Houston Galveston Area Council (H-GAC) for a Livable Centers Planning Study and commit local matching funds in an amount not to exceed \$45,000. It was discussed that the funds for this match would be budgeted in FY18. Mr. Moore made a motion to approve. Mr. Lunnon seconded the motion, which passed unanimously.
11. **Legislative Representation for Special Session of the Texas Legislature** – Mr. Simpson requested approval for an agreement with SK Law for legislative representation for the Special Session of the Texas legislature in an amount not to exceed \$1,500. Ms. Douglas made a motion to approve. Ms. Volkerding seconded the motion, which passed unanimously.
12. **President’s Report – District Overview** – Receive reports and authorize appropriate action, if necessary:
  - a. Marketing and Public Affairs Update – Ms. Redmon-Jones reported on various positive media stories and upcoming marketing opportunities. She showed a mockup of the new web site that should be implemented sometime at the end of August.

- b. Strategic Planning and Development Update – Mr. Fiederlein reported on recent meetings with downtown officials. He also gave an update on the progress of Amazon.
- c. Operations, Planning, and Infrastructure Update – Mr. Baker reported on the progress of Jack Drake Park. There was also discussion about small cell phone tower activity in the area.
- d. Public Safety Update – Ms. Harrison reported on the successful feedback she received from recent BMV and Public Safety meetings. She also presented the statistics of the auto theft prevention ‘report card’ program of which 1000 cars were examined, and 56% passed. Ms. Harrison also discussed her meeting with Sheriff Gonzalez and District Attorney Kim Ogg and the current efforts of HPD Mounted Patrol on Northborough Dr.

13. Adjourn –Mr. Wussow adjourned the meeting at 10:02 am



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Greg Simpson  
President  
North Houston District

9.12.17

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Date