

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, October 25, 2022, at 8:30 a.m. .

**Directors Present for all or a portion of the meeting:** Terry Alexander, Troy Cummins, Mozell Darthard, Cory Driskill, Margaret Eyster, Abel Garza, Michael Kasmiersky, George Lunnon, Karen Marshall, Steve Moore, Richard Slutter, Dr. Quentin Wright, and Tom Wussow thus constituting a quorum.

**Directors Absent:** Kaitlin Bellon, Melody Douglas, Charles Lopez, Al Mikolas, Michelle Wogan

**Staff Present:** Bart Baker, Amy Craig, Karen Davis, Robert Fiederlein, Asdrubal Gutierrez, Tracy Harrison, Colleen Martin, Greg Simpson

Guests: Laura Davis, District Legal Counsel

**1. General Business**

- a. **Call to Order** – Mr. Wussow 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** – Mr. Simpson and Mr. Wussow welcomed everyone to the meeting.
- d. **Public Comments** – No comments from the public were made.

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

- a. Adoption of Agenda
- b. Approval of Minutes of **August 30, 2022 Meeting**
- c. Financial Activity Reports
  - i. Deposit Account Activity Report: through AUG 2022
  - ii. Compiled Financial Statement(s): JUL/AUG 2022
  - iii. Assessment Collection Report: AUG 2022
  - iv. Delinquent Assessment Collection Report as of SEP 30, 2022
  - v. Conflicts Disclosure Statement
  - vi. Check Registers: JUL/AUG 2022
  - vii. Treasurer's Report
- d. Ratifying Prior Order Levying Assessments, Updating the Assessment Roll, Levying the Assessment, and Authorizing the Issuance of Assessment Invoices - To Fund District Programs and Projects for FY 2023

No director asked for an item to be taken from the consent agenda for separate consideration. Mr. Lunnon made a motion to approve the Consent Agenda. Mr. Moore 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. He noted Mr. Driskill had missed three previous meetings and was therefore automatically terminated from the board per City of Houston requirements. Mr. Simpson indicated Mr. Driskill was interested in continuing his service on the board and requested he be reappointed to Position 11. Mr. Slutter made a motion to reappoint Mr. Driskill to Position 11. Mr. Darthard seconded the motion, which passed unanimously.
- 4. FY 2023 Proposed Budget, Administrative Guidelines and Organizational Chart** - Mr. Simpson requested the Board approve the fiscal year 2023 budget and establish operating procedures and guidelines for the administration of the budget and approve the organizational structure funded by the budget. Mr. Alexander made a motion to approve. Dr. Wright seconded the motion, which passed unanimously.

5. **Professional, Service and Maintenance Contracts to Implement Programs Proposed in FY 2023** - Mr. Baker requested the board authorize staff to enter service agreements with contractors who will provide goods and services funded by the FY 2023 budget and required to meet District goals. Mr. Lunnon made a motion to approve. Ms. Eyster seconded the motion, which passed unanimously.
6. **Agreement for Services with Greens Bayou Coalition** - Mr. Simpson requested the board authorize staff to negotiate and execute an Agreement for Services with the Greens Bayou Coalition for an additional 3-year term. No changes to the agreement were proposed. Mr. Darthard made a motion to approve. Mr. Cummins seconded the motion, which passed unanimously.
7. **Task Order with Up Art Studio for Trail Art Project** – Mr. Fiederlein requested the board authorize staff to execute a task order with Underground Planet Art Studio (UP Art) for the trail art project as part of the District’s Public Art Program. Mr. Garza made a motion to approve. Ms. Eyster seconded the motion, which passed unanimously.
8. **Contract for Repair of Greens Bayou Trail Segments** – Mr. Gutierrez requested the board authorize staff to execute a contract for repair of Greens Bayou Trail segments with RTZ Enterprises in an amount not-to-exceed \$50,000. Mr. Lunnon made a motion to approve. Mr. Driskill seconded the motion, which passed unanimously.
9. **Cost Participation Agreement with Greens Crossing Property Owners Association regarding Gateway Improvement Project** - Mr. Baker requested the board authorize staff to negotiate and execute a cost participation agreement with the Greens Crossing Property Owners Association (POA) for District Gateway Improvements. Mr. Cummins made a motion to approve. Ms. Marshall seconded the motion, which passed unanimously.
10. **Procurement Manual, Disadvantaged Business Enterprise (DBE) Program, and Title VI Civil Rights Policy related to Federal Transportation Projects** – Mr. Fiederlein requested the board adopt policies required for designation to receive Federal transportation project funding. These documents included FTA Procurement Manual, Disadvantaged Business Enterprise (DBE) Program, and Title VI Civil Rights Policy. A Resolution adopting the FTA Procurement Manual was also presented. Dr. Wright made a motion to approve. Mr. Moore seconded the motion, which passed unanimously.
11. **President’s Report – District Overview** – Receive reports and authorize appropriate action, if necessary
  - a. Public Safety update - Ms. Harrison reported on the 365 Crime Prevention Program and showed a highlight video of this year’s National Night Out event. Mr. Simpson noted that Mr. Kasmiersky had arranged a donation to offset costs for the bouncy house.
  - b. Planning and Infrastructure update – Mr. Fiederlein gave an update on the Benmar curb construction, the Parks Master Plan park user survey, and the bidding schedule for the Phase 3 Gateway project.
  - c. Field Services update – No report was given.
  - d. Marketing and Public Affairs update – Ms. Martin reported on recent “Intersect” marketing campaign and the upcoming issue of Quadrants.
  - e. Board Meeting 2023 Calendar Dates – Mr. Simpson noted the December meeting will be on December 6<sup>th</sup> at the Hilton Hotel. He then reviewed the calendar dates for 2023.
12. **Next Meeting Date** – December 6, 2022 @ 8:30 am.
13. **Adjourn** – Mr. Wussow adjourned the meeting at 9:42 am.



Greg Simpson  
President  
North Houston District

12.6.22

Date