

**MINUTES OF REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF  
EAST DOWNTOWN MANAGEMENT DISTRICT**

**May 13, 2020**

The Board of Directors (the “Board”) of the East Downtown Management District (the “District” or “EaDo”) met in regular session, open to the public, via video/audio conference on May 13, 2020, at 12:00 p.m. The video/audio conference meeting was authorized pursuant to the March 16, 2020 Declaration by the Governor of the State of Texas, which suspended certain provisions of Chapter 551, Texas Government Code, in response to the Coronavirus (COVID-19) disaster. The Governor’s Proclamation permitted governmental bodies to conduct meetings via telephone or videoconference to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the COVID-19. The roll was called of the duly constituted officers and members of the Board, to-wit:

Pos. 1	Bryan Hucke	
Pos. 2	Kevin Hanratty	
Pos. 3	Jeremy Conner	Secretary
Pos. 4	Apurva Sanghavi	Vice-Chairman
Pos. 5	Fred Ghabriel	
Pos. 6	Andre Azizi	Assistant Secretary
Pos. 7	R. David Denenburg	
Pos. 8	Stephanie Macey	
Pos. 9	Shahin Naghavi	Chairman
Pos. 10	Jatin Patel	

and all of said persons were present, with the exception of Directors Azizi and Denenburg, thus constituting a quorum.

Also present for all or a portion of the meeting were Sergeant Maldonado of Harris County Precinct 6 (“Precinct 6”); Commander Johnson, Lieutenant Flores and Sergeant Weiche of Houston Police Department; Jessica Bacorn, Executive Director of the District; Jack Roland of Governmental Financial Reporting, LLC; A’Shunte Cashaw of Linebarger Goggan Blair & Sampson LLP; Laurel Chick and Meaghan Gallagher of Calvin Eugene Creative; Sherry Weesner on behalf of Tax Increment Reinvestment Zone 15 (“TIRZ 15”); Kathleen Margolis, resident; and Laura C. Davis and Judy Marcantel of Sanford Kuhl Hagan Kugle Parker Kahn LLP (“SK Law”).

**WELCOME**

Ms. Davis introduced herself and Ms. Marcantel with SK Law, the new attorneys for the District.

**PUBLIC COMMENTS**

There were no public comments.

## **SAFETY AND SECURITY REPORT**

Commander Johnson of Houston Police Department reported on District crime statistics. No action was necessary.

Ms. Bacorn provided an update on District crime statistics on behalf of Sergeant Maldonado of Precinct 6. After discussion, no action was necessary.

## **LOGO/BRANDING**

Meaghan Gallagher and Laurel Chick of Calvin Eugene presented the draft Brand Guide for the District. After discussion, the Board agreed to hold a special meeting for May 21, 2020, to determine the next steps regarding branding. No action was necessary.

## **BOOKKEEPER'S REPORT**

Mr. Roland presented and reviewed with the Board the Accountant's Compilation Report dated April 30, 2020 ("Bookkeeper's Report"), a copy of which is attached hereto.

After discussion, Director Sanghavi moved to approve the Bookkeeper's Report and the payment of the invoices listed in the report. Director Ghabriel seconded the motion, which passed unanimously.

## **DELINQUENT ASSESSMENT REPORT**

Ms. Cashaw then presented and reviewed with the Board the Delinquent Assessment Report, a copy of which is attached hereto. No action was necessary.

## **MINUTES**

The Board then considered the minutes of its regular meeting held on March 11, 2020. After discussion, Chairman Naghavi moved to approve the minutes of the March 11, 2020, regular meeting as presented. Director Hanratty seconded the motion, which passed unanimously.

## **DISTRICT REGISTRATION FORM**

Ms. Davis explained that the Texas Water Code provides that this Form be revised and filed with the Texas Commission on Environmental Quality ("TCEQ") when any content changes. After discussion, Director Hucke moved to approve District Registration Form, with revisions. Chairman Naghavi seconded the motion, which passed unanimously.

## **RECORDS MANAGEMENT**

Ms. Davis reviewed with the Board a proposed Amended Order Establishing a Records Management Program and Designating a Records Management Officer. Ms. Davis advised that the District had previously designated Jeanne H. McDonald, P.C., as its Records Management

Officer to maintain the District's official files. She stated that the proposed Amended Order would name SK Law as the Records Management Officer. Director Macey moved to approve the Amended Order Establishing a Records Management Program and Designating a Records Management Officer. Chairman Naghavi seconded the motion, which passed unanimously.

### **SCENIC HOUSTON**

Ms. Bacorn provided the Board with a brief update regarding Scenic Houston, and stated that they are going to reconvene on May 28, 2020. No action necessary.

### **DISTRICT PROGRAMS AND PROJECTS REPORT**

Ms. Bacorn reported on the District's programs and projects.

Ms. Bacorn provided an update on the TIRZ 15 road and right-of-way improvements project, and reviewed the TIRZ's revised landscape and hardscape plan. She noted that the District would be asked to take on maintenance of the improvements, which will require an amendment to the District's Maintenance Agreement with the City. No action was necessary.

### **AMENDMENT TO CITY MAINTENANCE AGREEMENT**

Ms. Davis next presented an Amendment to Maintenance Agreement with City of Houston for Right-of-way Landscape and Hardscape Improvements to be installed by TIRZ 15. After discussion, Director Ghabriel moved to approve the Amended Maintenance Agreement with City of Houston. Director Hanratty seconded the motion, which passed unanimously.

### **PUBLIC COMMENTS**

Kathleen Margolis inquired about the need for increased security at the work-out area. Director Sanghavi stated that the location of the work-out area will be in close proximity of the dog park, which is currently being patrolled, and the District will be able to submit feedback to Harris County Precinct 6 and Houston Police Department, if extra security is needed.

### **ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned.

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Secretary/Assistant Secretary, Board of Directors

(SEAL)

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