

**WESTCHASE DISTRICT**  
**February 15, 2019**  
**AGENDA**

**TO: THE BOARD OF DIRECTORS OF THE WESTCHASE DISTRICT AND TO ALL OTHER INTERESTED PERSONS:**

Notice is hereby given that a meeting of the Board of Directors of the Westchase District will be held on **Friday, February 15, 2019 at 12:00 pm.**, at Datavox, 6650 W Sam Houston Pkwy S, Houston, TX 77072, inside the boundaries of the Westchase District, to consider, discuss and adopt such orders, resolutions or motions, and take other direct or indirect actions as may be necessary, convenient, or desirable with respect to the following matters:

**I. CALL TO ORDER**

- A. **HEARING OF CITIZENS**--Receive comments from the public.

**II. IMPLEMENTING THE DISTRICT'S LONG RANGE PLAN**

- A. Receive a report on LRP update.

**III. CONSIDERATION OF CONSENT AGENDA**

- A. Minutes: Review and approve minutes of the December 10, 2018 board meetings.
- B. Investment Report: 4<sup>th</sup> Quarter 2018 Investment Report for Westchase District.
- C. 380 Fund Report: 4<sup>th</sup> Quarter 2018 Report for Westchase District 380 Funds.
- D. Directors: Receive report on director attendance; consider appointment of directors, if needed, and authorize appropriate action.

**IV. OTHER BUSINESS**

- A. Disclosure of Directors' vendor conflict of interest statements
- B. Receive an assessment audit report performed by Harris County Tax Assessor Collector office. And authorize staff to notice and hold a public hearing to invoice two unassessed accounts.
- C. Review and approve annual contract with BQR for advertising and marketing communications services.
- D. Review and approve work orders with BQR Advertising & Public Relations for purchasing of advertising with Centro, Facebook/Instagram, LinkedIn, Spotify, Pandora, IHeartRadio, Xfinity/Comcast, REDNews and Bisnow and authorize appropriate staff action
- E. Review and approve request to reallocate \$30,000 unspent in advertising from the 2018 budget to the 2019 budget for website improvements.
- F. Consider and accept a proposal from Asakura Robinson for design services related to Beltway 8 landscaping and authorize appropriate action.
- G. Consider and enter into an agreement with METRO Transit for the use of the Gessner Park Ride for overflow parking and authorize appropriate staff action.
- H. Consider and accept qualifications for planning and design services for The Promenade project and authorize staff to negotiate and enter into a contract with the selected firm.
- I. Consider and accept qualifications for landscape architecture design services and authorize staff to negotiate and enter into a contract with the selected firm.
- J. Consider and enter into an agreement with Alief Independent School District for the development of a dog park and authorize appropriate action.
- K. Consider and accept a proposal for fundraising services related to the Woodchase park site and authorize appropriate action.

- L. Consider Westchase District support for Westchase Neighborhood School and authorize appropriate action.
- M. Receive Progress Reports; and authorize appropriate staff action.
  - 1. Westchase District Community Fund
  - 2. Westchase District Advisory Board
  - 3. Westchase District 380 Program
  - 4. Westchase District Committees
    - a. Finance
    - b. Public Safety
    - c. Mobility
    - d. Beautification
    - e. Planning and Development
    - f. Marketing and Communications – Friday, March 29 22nd annual Corporate Challenge

**V. EXECUTIVE SESSION**

- A. **Executive Session, if Necessary:** Convene executive session to discuss: (a) pending or contemplated litigation or to consult with the District's attorney in accordance with Section 551.071 of the Texas Government Code; (b) acquisition of real property in accordance with Section 551.072 of the Texas Government Code; (c) personnel matters in accordance with Section 551.074 of the Texas Government Code; (d) to receive information from employees or question employees in accordance with Section 551.075 of the Texas Government Code; (e) deployment of security personnel or devices or a security audit in accordance with Section 551.076 of the Texas Government Code; or (f) economic development negotiations or offers of financial incentives for economic development in accordance with Section 551.087 of the Texas Government Code.
- B. **Reconvene in Open Session:** Reconvene in public session to consider authorizing District staff and consultants to take any action necessary with respect to (a) pending or contemplated litigation or attorney advice; (b) acquisition of real property; (c) personnel matters; and (d) receiving information from or questioning employees; (e) economic development negotiations or offers of financial incentives; (e) deployment of security personnel or devices or a security audit; and (f) any other matters relative to any of these matters which was discussed in Executive Session.

**ADJOURN**

Next board meeting is Friday, April 12, 2019, noon Location TBD

***Our Vision:***

***The Westchase community is a vibrant living and working community,  
with a high quality downtown.***

***The Westchase community is perceived by residents as the safest in the region and has the highest (measured) mobility level in the region. The community is known for having entertainment/recreation amenities, and there are inter-connecting hiking, biking, and pedestrian ways, linking a set of community gathering areas.***

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David R. Gilkeson  
Vice-President, Westchase District

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