

MINUTES OF BOARD OF DIRECTORS MEETING OF
WESTCHASE DISTRICT
THE STATE OF TEXAS
COUNTY OF HARRIS

The Board of Directors ("Board") of the Westchase District met in an official session, open to the public, on June 17, 2019, at American Intercontinental University, located at 9999 Richmond Ave., Room # 1006, Houston TX 77042, inside the boundaries of the District, and the roll was called of the duly appointed members of the Board, to-wit:

Pos. 1	Cindy Dahl	Pos. 10	Mark D. Taylor-Treasurer
Pos. 2	Martin D. Wiltshire	Pos. 11	Stacy Hunt
Pos. 3	Donna J. Flowers-Secretary	Pos. 12	Philip Schneidau, Chairman
Pos. 4	Beth Van Winkle-Assistant Secretary	Pos. 13	David J. Lee
Pos. 5	Greg Cardwell	Pos. 14	Don Thomas
Pos. 6	Vacant	Pos. 15	Anthony Blunsen
Pos. 7	Douglas L. Elliott-Vice Chairman	Pos. 16	Harry Greenblatt
Pos. 8	Chris Ball	Pos. 17	Andrew R. Lear-Asst. Treasurer
Pos. 9	Pamela Culver		

and all of the said Directors were present except Directors Ball, Culver, Thomas and Van Winkle, thus constituting a quorum. Also present were Joel Cleveland, Legal Counsel; Sherry Fox, Dave Gilkeson, Don McKinney and Irma Sanchez, District Staff; Jim Murphy, consultant with District Management Services; and guests Margarita Dunlop and Roberto Trevino both with METRO.

I. CALL TO ORDER

Chairman Philip Schneidau called the meeting to order at 12:14 p.m. He declared that a notice of the meeting was posted more than 72 hours in advance at the Harris County Courthouse and within the District and that the meeting is open to the public.

A. HEARING OF CITIZENS

No comments from the guests present.

II. DISTRICT'S LONG RANGE PLAN

No report was made on the District's long range plan. A report on Park Fundraising was given under Item IV G below.

III. CONSENT AGENDA

- A. Minutes of the April 12, 2019, Board meeting.
- B. Director attendance Report.

Motion by David Lee, seconded by Donna Flowers to approve the Consent Agenda items. Motion passed unanimously.

IV. OTHER BUSINESS

A. Art Storey Park Project.

Chairman Philip Schneidau reported on a request for the District to consider contributing \$10,000 towards the design of a cultural gateway to be placed in Art Storey Park. This item was tabled.

B. Health Insurance Contract with Blue Cross / Blue Shield.

Motion by Harry Greenblatt, seconded by Greg Cardwell to approve a contract for District health Insurance with Blue Cross / Blue Shield from 07/01/2019 to 06/30/2020. Motion passed unanimously.

C. Officer Appointment.

Motion by Mark Taylor, seconded by Anthony Blunsen to elect Director David Lee to Assistant Treasurer (replacing Director Andy Lear) and to appoint Mr. Lee to replace Mr. Lear on the Finance Committee. Motion passed unanimously.

D. District Annexation.

This item was tabled.

E. Capital Reserve Fund.

Motion by Martin Wiltshire, seconded by Andy Lear to redesignate and repurpose the District's \$500,000 Operating Reserve Fund as the District's Capital Reserve Fund and to add a \$100,000 line-item to the District's 2020 budget as a contribution to such Capital Reserve Fund. Motion passed unanimously.

F. Farmer's Market License Agreement with St. Cyril's Church.

Motion by Harry Greenblatt, seconded by Anthony Blunsen to approve a renewal of the License Agreement with St. Cyril's church for the District's Farmers Market program. Motion passed unanimously.

G. Contract for Fundraising with Dini Spheris.

Motion by Harry Greenblatt, seconded by Donna Flowers to delegate to the 380 Committee 1) the authority to review a report from Dini Spheris on Phase I of its services to the District, and 2) the authority to approve a contract with Dini Spheris for Phase II services concerning fundraising for the Woodchase Park and Wilcrest Park projects. Motion passed unanimously.

H. METRO Bus Shelter Fabrication bidding results.

Ms. Sanchez reported that three bids were received for the fabrication and installation of custom bus shelters for the Walnut Bend and Westheimer streetscape projects. Due to the bids coming in higher than anticipated, she asked that the Board reject all bids pending additional value engineering. Motion by Greg Cardwell, seconded by David Lee to reject all bids for bus shelter fabrication and installation. Motion passed unanimously.

I. Resolution for Grant Application with Texas Department of Transportation.

Motion by Donna Flowers, seconded by Harry Greenblatt to approve a Resolution for a Safe Route to School grant application with TxDOT. If successful, the District's 20% share of the project would be \$128,000. Motion passed unanimously.

J. Other Business.

A report was given by METRO's Roberto Trevino concerning their METRONext Program.

Meeting adjourned at 1:25 p.m.

Donna Flowers, Secretary