

**MINUTES OF MEETING
BRAYS OAKS MANAGEMENT DISTRICT
(HARRIS COUNTY IMPROVEMENT DISTRICT No. 5)
BOARD OF DIRECTORS**

FEBRUARY 15, 2011

DETERMINE QUORUM; CALL TO ORDER.

The Board of Directors of Brays Oaks Management District held a regular meeting Tuesday, February 15, 2011, at 12:00 noon at the Rain Drop Turquoise Center, 9301 W. Bellfort, Building B, Conference Hall, Houston, Texas 77031, inside the boundaries of the District, open to the public. Chairman Mirwis called the meeting to order at 12:11 p.m. and the roll was called of the duly appointed members of the board, to-wit:

Position 1 – Starla Turnbo	Position 7 – Allen Goodlow, Sr., <i>Secretary</i>
Position 2 – Audrey Ingram	Position 8 – Elaine Gaskamp
Position 3 – C. Fred Meyer, <i>Vice Chairman</i>	Position 9 – Cary P. Yates
Position 4 – Mehmet Okumus	Position 10 – Greg Glenn
Position 5 – René Joubert	Position 11 – George Nwanguma
Position 6 – Etan Mirwis, <i>Chairman</i>	

and all of the above were present, except Director Yates, thus constituting a quorum. Director Goodlow arrived at 12:25 p.m. while the meeting was in progress. Also present were David Hawes, Susan Hill, Richard Rodriguez, Gretchen Larson and Natali Lacasa, Hawes Hill Calderón, L.L.P; Lisa Hernandez, Municipal Accounts & Consulting; Ray Lawrence, Lawrence & Associates; and Harriet Latimer, Truett Latimer and Patty Rabe, Harriet Latimer & Associates.

Chairman Mirwis thanked the meeting hosts. Director Okumus provided a brief overview of the Rain Drop Turquoise Center and its services. He also invited board members to tour the facility.

RECEIVE PUBLIC COMMENTS.

There were no comments from the public.

APPROVE MINUTES OF BOARD MEETING DATED JANUARY 18, 2011.

Upon a motion duly made by Director Gaskamp, seconded by Director Ingram, the board voted unanimously to approve the minutes of the January 18, 2011 meeting as amended to correct two typographical errors to eliminate the use of the words “a” and “and” in the text of the minutes for the meeting agenda item titled, “Convene Budgetary Workshop for FY 2011.”

CONSIDER FINANCIAL REPORT AND PAY BILLS.

Ms. Hernandez reviewed the financial information included in the board agenda materials. Upon a motion duly made by Director Gaskamp, seconded by Director Ingram, the board voted unanimously to approve the financial report and payment of invoices as presented.

RECEIVE PROPOSAL FROM MARK M. BURTON, PLLC, TO PREPARE FISCAL YEAR-END FINANCIAL REPORTS IN PREPARATION FOR THE ANNUAL AUDIT; TAKE APPROPRIATE ACTION.

Mr. Hawes explained that the proposal is for the same scope of work and at the same cost as for similar services that were provided to the District last year. Upon a motion duly made by Director Meyer, seconded by Director Turnbo, the board voted unanimously to accept and approve the proposal from Mark M. Burton, PLLC, to prepare the fiscal year-end financial reports in preparation for the annual audit.

RECEIVE PROPOSAL FROM McCALL GIBSON SWEDLUND BARFOOT, PLLC, TO CONDUCT ANNUAL AUDIT FOR FISCAL YEAR 2010; TAKE APPROPRIATE ACTION;

Mr. Hawes explained that the proposal is for the same scope of work and at the same cost as for similar services that were provided to the District last year. Upon a motion duly made by Director Meyer, seconded by Director Turnbo, the Board voted unanimously to accept and approve the proposal from McCall Gibson Swedlund Barfoot, PLLC, to conduct the annual audit for fiscal year 2010.

CONDUCT ANNUAL REVIEW OF THE DISTRICT'S INVESTMENT POLICY AND QUALIFIED BROKER/DEALERS LIST;

The Board tabled the matter following a recommendation by Mr. Hawes.

CONSIDER REPORT FROM URBAN DESIGN & LANDSCAPING COMMITTEE AND TAKE APPROPRIATE ACTION;

Mr. Rodriguez reported on behalf of the Committee. He said the Committee met last week to consider three major matters:

- a) The filing earlier in the month of an application for a Recreational Trails Grant to the Texas Parks and Wildlife Department for a Trail Extension along the Fondren Diversion Channel. Mr. Rodriguez reported that the \$200,000 grant application was filed February 1, 2011 and that the District's financial obligation would be \$50,000 if awarded the grant. The project would involve installation of nearly 4,000 lineal feet of a 10-foot wide concrete trail, including amenities such as trees, park benches and litter receptacles. He distributed a copy of the District's Grant Application, dated January 31, 2011, hereby attached as Exhibit A. Grant recipients are expected to be announced in mid-May, 2011.
- b) Discussion about applying for an additional Texas Parks and Wildlife Department grant for up to \$500,000 for creation of local parks. The grant filing deadline is March 1, 2011.
- c) Review of conceptual esplanade enhancements prepared by Edminster, Hinshaw, Russ & Associates (EHRA) to five esplanades that had been donated to the District. He noted that the nose tip on one of the esplanades located on S. Gessner/S. Braeswood extends farther than the others, resulting in a propensity for vehicular damage to occur to the landscaping and improvements at that esplanade when large vehicles make turns there.

He said plans are underway to ask the City to allow for remediation of the extended esplanade tip before proceeding with improvements. *Director Goodlow arrived at this point in the meeting.*

Director Gaskamp said that as the committee chair, she appreciated Mr. Rodriguez's report. Upon a motion duly made by Director Gaskamp, seconded by Director Turnbo, the Board voted unanimously to approve the submittal of the Grant Application to the Texas Parks and Wildlife Department for a Recreational Trails Grant to serve the Brays Oaks Management District through a Trail Extension along the Fondren Diversion Channel.

CONSIDER REVISED APARTMENT STIMULUS PLAN AND TAKE APPROPRIATE ACTION;

Mr. Hawes reported to the Board that discussions are underway with the Houston Apartment Association (HAA) to revise and enhance the Apartment Stimulus Plan. Mr. Rodriguez noted that some of the topics being discussed include the District receiving an increase in advertising and publicity via the HAA's print publications, website and social media; District participation in underwriting the cost of Residential Credit Reporting (RCR) screening for apartment complexes within the District; possible cost-sharing for after-school bus programs; and working with apartment complexes to encourage attainment of the Blue Star designation. Chairman Mirwis encouraged moving forward to work on these initiatives. No action was taken.

AUTHORIZE BOARD CHAIR AND EXECUTIVE DIRECTOR TO NEGOTIATE AND FINALIZE CONTRACT BETWEEN THE DISTRICT AND COUNTY ATTORNEY;

Mr. Hawes said that he and the Chairman would like the Board's approval to negotiate and finalize a contract between the District and the Harris County Attorney with regards to nuisance abatement legal services. Upon a motion made by Director Ingram, seconded by Director Turnbo, the Board voted unanimously to authorize the Board Chair and Executive Director to negotiate and finalize a contract between the District and the County Attorney.

RECEIVE REPORT AND CONSIDER ANY RECOMMENDATIONS FROM LATIMER & ASSOCIATES CONCERNING FUND RAISING EFFORTS FOR THE DISTRICT'S MASTER PARKS PLAN.

Ms. Latimer addressed the Board and reviewed a document titled, "Brays Oaks Management District Parks Master Plan Funding Prospects," dated February 15, 2011, hereby attached as Exhibit B. She asked Board members to indicate if they know any of the members or trustees who serve on the boards of these philanthropic foundations. She also distributed the "Update for Brays Oaks Management District," dated February 15, 2011, hereby attached as Exhibit C. She discussed the Texas Parks and Wildlife Department grants.

She noted that other immediate priorities are park development at 7600 West Airport Boulevard and at Welch Park. She said the Houston Parks Board has been contacted about the District establishing an account there in order to receive charitable funding, due to the Parks Board's status as an IRS-recognized 501(c)(3) non-profit, charitable, tax-exempt organization. No action was taken.

CONSIDER REPORT FROM MARKETING & PR COMMITTEE AND TAKE APPROPRIATE ACTION;

Ms. Larson reported and said that the Committee recommends the formation of an area Civic and Community Council for collaboration and cooperation on community activities and events. She said the concept for creating the Council evolved during partnership discussions with Southwest Houston 2000 and other strategic partners. She said that the District would oversee the Council.

Ms. Larson noted that the Committee recommends not retaining a public relations firm at this time for a major PR and Media Campaign. She said that the consulting firm recommended for such a Campaign, BQR, may work instead on a project basis for activities such as producing a District video, e-newsletter template and website graphics updates. Chairman Mirwis said that the community itself is the District's greatest marketing ambassador, and Mr. Hawes agreed. Chairman Mirwis said that the District needs to focus on internal target markets such as homeowners and area businesses and recommended postponing a major PR and Media Campaign until a later time. Ms. Larson said the Houston Association of Realtors (HAR) is working with District staff to provide valuable statistics that track the area home sales by neighborhood. She noted that the Committee meets on the second Thursday of each month at noon. No action was taken.

RECEIVE LEGISLATIVE UPDATE CONCERNING THE ANNEXATION OF WESTBURY AND BRAEBURN COMMUNITIES INTO THE DISTRICT;

Mr. Hawes said that the Notice of Intent to file the legislation is done and that the expansion of the District would include the Westbury and Braeburn communities. No action was taken.

CONSIDER LETTER OF SUPPORT FOR THE TURQUOISE CENTER TO RENAME W. BELLFORT TO ISTANBUL BOULEVARD OR TO ADD SIGN TOPPERS WHICH REFLECT THE NAME CHANGE;

Director Okumus addressed the Board and explained that a request for renaming W. Bellfort to Istanbul Boulevard is being presented to the City of Houston. He said that the District is being asked for a letter in support of the name change. Chairman Mirwis suggested that District representatives meet with the proponents of the street renaming before the matter comes to a vote. He suggested that the agenda item be tabled until a meeting occurs. He noted that the Board has to consider whether changing the name of a major thoroughfare is beneficial to the community's growth or whether it might prove confusing to the public. Director Gaskamp noted that it might be wise for the street renaming proponents to contact the Glenshire community. No action was taken.

RECEIVE EXECUTIVE DIRECTOR'S MONTHLY REPORT ON ACTION INITIATIVES IN SUPPORT OF THE DISTRICT'S SERVICE PLAN.

Mr. Hawes presented a report on mobility and transportation, noting that METRO is holding discussions about development of the Highway 90 commuter rail project. Mr. Hawes said that a public hearing will be held on February 22, 2011 at Westbury High School. He said METRO should be encouraged to consider regional mobility planning, specifically the connectivity of the Sharpstown, Braeswood, Galleria and Post Oak areas, with regards to light rail.

Mr. Rodriguez presented a security report. He distributed, "Crime Statistics Reporting, Brays Oaks Management District," dated February 15, 2001, hereby attached as Exhibit D. He noted that the statistics include a list of the Top Ten Most Crime-Ridden Apartment Complexes, as well as the Top Ten Least Crime-Ridden Apartment Complexes. He said that Los Arcos Apartments was the Most Improved Apartment Complex for 2010 in terms of decreased crime. He said the crime statistics also include the Top Ten Commercial Properties with the highest levels of crime. He also reviewed the list of the top eight most frequently occurring offenses. Finally, he explained that there was a below average crime rate in the District during December, 2010 due to several expanded security initiatives and extra patrols on duty. No action was taken.

ENTER EXECUTIVE SESSION PURSUANT TO CHAPTER 551, SUBCHAPTER D, SECTION .072, TEXAS GOVERNMENT CODE, TO DELIBERATE THE PURCHASE, EXCHANGE, LEASE OR VALUE OF REAL PROPERTY.

There was no Executive Session.

RESUME PUBLIC SESSION; CONSIDER AND TAKE APPROPRIATE ACTION WITH REGARD TO LAND ACQUISITIONS IN SUPPORT OF THE DISTRICT'S GREENS SPACE AND PARKS CONCEPT.

There was no action taken.

ADJOURN.

With no further business, the meeting adjourned at 1:27 p.m.

Secretary

(SEAL)

Lists of Exhibits:

- Exhibit A: "Recreational Trails Grant Application to the Texas Parks and Wildlife Department for a Trail Extension along the Fondren Diversion Channel," dated January 31, 2011
- Exhibit B: "Brays Oaks Management District Parks Master Plan Funding Prospects," dated February 15, 2011, Harriet Latimer & Associates
- Exhibit C: "Update for Brays Oaks Management District," dated February 15, 2011, Harriet Latimer & Associates
- Exhibit D: "Crime Statistics Reporting, Brays Oaks Management District," dated February 15, 2011