

MINUTES OF THE
MIDTOWN MANAGEMENT DISTRICT
BOARD OF DIRECTORS MEETING

May 7, 2014

The Board of Directors of the Midtown Management District held a meeting, open to the public, on May 7, 2014 at 6:00 p.m. in the Community Room of Central Bank, located at 2217 Milam Street, Houston, Texas 77002, inside the boundaries of the District, and the roll was called of the duly appointed members of the Board, to-wit:

Roger Neal	Eileen Morris
Eric Melchor	Julie Farr
Monte Large	John Castillo
Willie H. Coleman, Jr.	Marylene Chan
Bryn Poland	William R. Franks
F. Charles LeBlanc	Debra McGaughey
Michelle LeBlanc	Gary Noble
	Charles Washington

All of the above were present except Director Neal and Director Farr thus constituting a quorum.

In addition, present at the meeting were Matt Thibodeaux, Kandi Schramm, Marlon Marshall, Elizabeth Powell, Peggy Foreman of Burney & Foreman, Elia Quiles, Karine Parker, Sebastien Boileau, Alexander Eckardt, Justin Gardner, Jim Webb of The Goodman Corporation, and David Edwards.

Elizabeth Powell called the roll of the Board of Directors and verified that a quorum was present.

Chair Franks called the meeting to order and welcomed everyone.

RECEIVE PUBLIC COMMENTS

Guests in attendance were invited to address the Board on any issues of concern. There were no general public comments.

CONSENT AGENDA

- a. **Approve Minutes for the April 2, 2014 regular Board meeting**
- b. **Approve the March 2014 Financial Report**
- c. **Approve the payment of invoices for May 2014**
- d. **Approve the Equi-Tax Report for April 2014**

Director Coleman made a motion to approve the Consent Agenda as presented. The motion was seconded by Director Morris and carried by unanimous vote.

RECEIVE COMMITTEE ACTIVITY REPORTS AND REVIEW, DISCUSS AND TAKE NECESSARY ACTION REGARDING THE FOLLOWING, AS APPROPRIATE:

A. Public Safety Committee – John G. Castillo, Chair

Director Castillo reported on the activities of the Public Safety Committee. He stated that the April 15, 2014 Committee meeting was held at the Midtown Management District's offices and was well attended. Director Castillo stated that Constable Walker and/or her staff are in the process of meeting with the Deputy Constables assigned to provide services in Midtown regarding recommending shift changes. Director Castillo reported that the Committee's goal in recommending shift changes is to increase law enforcement visibility within the District during certain time frames. Director Melchor stated that he would like to see signs posted in various Midtown locations displaying the Constable's phone numbers. Director Poland shared her personal experience this past weekend with law enforcement. She reported that she called the Houston Police Department (HPD) and much later called the Precinct 7 Constable's office. Director Poland reported that the Deputy Constable arrived on the scene shortly after being called and prior to HPD. She stated that overall she was very pleased with the Deputy Constable's response time and that the District's contract with Harris County was an added benefit to Midtown residents and business owners.

B. Marketing Committee – Michelle LeBlanc, Chair

Director M. LeBlanc reported on the activities of the Marketing Committee stating that the Committee is currently trying to get all of the Midtown businesses listed in Google Maps so Google Map will populate when searched for on the Internet. Director M. LeBlanc also reported the Midtown Map will be redesigned to list more Midtown businesses. She further advised the Board that the Committee was looking at redesign of The Midtown Paper. Director M. LeBlanc also reported that the business round table session held in April focused on using digital tools and had approximately 15 business owners in attendance despite heavy rainfall. She stated that the Committee was trying to coordinate a joint meeting with the Urban Planning Committee and that a date would be announced later.

Finally, Director M. LeBlanc stated that the Committee would like to see the City of Houston Pilot Program "Open Streets", come to Midtown.

C. Service & Maintenance Committee – Roger Neal, Chair

Marlon Marshall reported that the water feature in Baldwin Park was repaired in time for Art in the Park 2014. He also reported that seasonal colors had been planted in the beds and the esplanades surrounding Baldwin Park. Mr. Marshall also reported that trees around the street lights near the Houston Community College Central Campus had been trimmed and that new trees have been planted. He also reported that Metro had resolved its accounting issues and was now current with its payments to the Management District for landscape maintenance services along the MetroRail line. Finally, Mr. Marshall reported that the new "lime green" shirts with the Midtown logo had arrived for the Field Services Team. Director Noble suggested getting pictures of the Field Services Team in their new shirts and posting on the Midtown website.

D. Urban Planning Committee – Monte Large, Chair

Director Large reported that the Committee is continuing to research the proposed Cross-Walks Project which included painting certain cross-walks to highlight the

pedestrian walkways in Midtown. Director Large reported that he had a very encouraging meeting with Jeff Weatherford, Director of Traffic Control at the City of Houston regarding the Cross-Walks Project. He stated that Mr. Weatherford requested that the District submit a crosswalk design for consideration and also suggested that the District undertake painting the signal boxes as well as the crosswalks and offered many other very good recommendations for consideration by the Committee. Director Large reported on his meeting with artist Aaron Parazette regarding the design of the the first crosswalk as a pilot project. Finally, Director Large reported that he attended the groundbreaking of the Midtown Arts and Theater Center Houston (MATCH) and expressed his belief that once this project is complete, the perception of Midtown as a Cultural Arts and Entertainment District will be significantly enhanced.

E. Finance Committee – Gary Noble, Chair

Director Noble gave an update on the District's finances. He also reported that he was continuing to work with the Midtown Staff in redesigning the format for the financial reports.

F. Cultural Arts & Entertainment – Eileen Morris, Chair

Director Morris reported that Art in the Park 2014 was a success and thanked the Staff for a job well done. She stated that attendance at the event continues to grow and was estimated to be in excess of 2000. Director Morris reported that the biggest challenge with Art in the Park 2014 was parking and stated that the Committee will look at ways to mitigate parking issues for next year's event.

Director Morris advised the Board that the apartment managers focus group meeting was not as well attended. She believes the timing of the meeting may have been an issue and recommends having another one in the evening might be a better schedule fit for apartment managers.

Director Morris introduced Sebastien Boileau and asked that he make a brief presentation to the Board regarding "The Biggest Mural in Houston Project - Preservons La Creation". Mr. Boileau presented the project and explained how it would benefit Midtown to serve as a sponsor for the mural.

Following the presentation, Chair Franks announced that if there was no objection from the Board, he would take agenda item 4(i)(1) out of order for consideration. He noted that there was no objection raised. Director Coleman presented the Executive Committee's recommendation that the District participate in this "Urban Art" project by making a cash contribution of \$3000.00 to support the Biggest Mural in Houston project. Director Morris stated that the project could bring a lot of people and publicity to Midtown and encouraged the Board to consider investing more money to become the Title Sponsor. Director Noble reminded the Board that money was allocated in the FY 2014 Budget for a mural project. Director Poland made a motion that the District participate as the Title Sponsor of the Biggest Mural in Houston Project – "Preservons La Creation" with a cash contribution of \$10,000 and an in-kind contribution of \$5000 consisting primarily of media promotions using Midtown's various media outlets. Director Washington seconded the motion. Following all discussion, the motion carried by unanimous vote.

G. Nominating Committee – Debra McGaughey, Chair

Director McGaughey reported that the Committee received 26 resumes from persons interested in serving on the Board. She advised the Board that the Committee will begin the process by meeting on May 19, 2014 at 10:30 a.m. to conduct an initial review of the resumes received and identify a short list of candidates for subsequent interviews to fill the 2 vacant Board positions. Director McGaughey asked that any additional resumes be submitted as soon as possible for consideration by the Committee.

Director McGaughey advised the Board that Board Officer Elections would be held at the June 2014 Board meeting. She stated that each Board member will receive a memorandum outlining the Officer Election process and advising of the deadlines for submitting nominations of persons to serve as Board Officers.

H. Service and Improvement Plan – Willie Coleman, Chair

Director Coleman stated that the Committee plans to complete the draft of the Service and Improvement Plan in June or early July 2014.

I. Executive Committee – William Franks, Chair

Chair Franks gave an update on matters discussed at the April 2014 Executive Committee meeting. He announced that he is working with the Midtown Redevelopment Authority and Jim Webb of The Goodman Corporation to identify sources of grant funds to help support the District's projects relating to beautification, parking, walkability, and cultural arts.

REPORT ON CAPITAL PROJECTS OF THE MIDTOWN REDEVELOPMENT AUTHORITY (MRA).

Marlon Marshall gave the following report on the status of the current MRA capital improvement projects:

Holman Street Reconstruction – The Project has been delayed indefinitely while the Staff and Consultants work with the City of Houston to resolve various issues relating to the project design.

Glover Park Project – The Park has been completed and is open for use by the public.

Midtown Park Project – The Contractor is still awaiting arrival of certain materials needed to complete the water feature. Agreements with the tenants have been finalized and work on the tenant improvements in the kiosk should begin in the next 2-4 weeks.

Main Street Project – No update at this time.

Caroline Street Project – Revised design plans are scheduled to be submitted to TxDOT for further review on or about May 9, 2014.

SuperBlock Park Project – Design plans for the parking garage plans will be submitted to the City of Houston for review by the end of May 2014. Plan approval is a several month process and the garage construction is expected to begin by late October 2014.

WITH RESPECT TO THE FOREGOING AGENDA ITEMS, CONDUCT AN EXECUTIVE SESSION WITH REGARDS TO THE FOLLOWING, AS APPROPROATE AND NECESSARY.

- a. Consultation with attorney (Section 551.071, Texas Government Code);
- b. Personnel matters (Section 551.074, Texas Government Code).

There was no Executive Session.

OTHER BUSINESS / ANNOUNCEMENTS

None

NEXT MEETING DATE

Chair Franks announced that the next Board meeting will be held on Wednesday, June 4, 2014, at 11:00 a.m. at the Midtown Management District Suite #355 at 410 Pierce Street, Houston, Texas.

ADJOURN

There being no other business, the meeting was adjourned.



Eileen J. Morris, Board Secretary

Date: 6/4/2014