

MINUTES OF THE
MIDTOWN MANAGEMENT DISTRICT
BOARD OF DIRECTORS MEETING

February 3, 2016

The Board of Directors of the Midtown Management District held a meeting, open to the public, on February 3, 2016 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:

Darcy John Lefsrud
Diane Cervenka
Jacques Fox
J. Allen Douglas
Kim Cook
Nancy J.W. Darst
Willie Coleman
Deborah Tyler Dillard
Eileen J. Morris

John Castillo
Marylene Chan
William R. Franks
Debra McGaughey
Gary Noble
Charles Washington
Amar Mohite

All of the above were present except Directors McGaughey and Washington thus constituting a quorum.

In addition, present at the meeting were Midtown Staff members Cynthia Alvarado, Elizabeth Powell, Kandi Schramm, Marlon Marshall and Matt Thibodeaux; Peggy Foreman of Burney & Foreman, Jim Fussell, Pat Whitten-Legé, Kay Walton, Scott Harbers, Cynthia Aceves-Lewis, Eric C. Botts, Phillip Dee, James Holston, Antoine Bryant from METRO, Lt. Holland Jones, Sgt. Odell Haynes and Chief Goree Anderson from Harris County Precinct 7 Constable's Office.

Cynthia Alvarado called the roll of the Board of Directors and verified that a quorum was present.

Director Franks called the meeting to order and welcomed everyone.

RECEIVE PUBLIC COMMENTS.

Guests in attendance were invited to introduce themselves and address the Board on any issues of concern.

Scott Harbers stated that he came to the meeting primarily to see the Precinct 7 presentation. He thanked the Board of Directors for their work in helping to create a desirable urban space in Midtown.

Pat Whitten-Legé, a resident of South End Lofts, stated that has seen a lot of wonderful changes in Midtown. She complimented the Board of Directors on their work. She stated that property owners on the east side of Midtown are feeling neglected. She pointed out that there is still flooding on Elgin between Chenevert and Crawford Streets. Ms. Whitten-Lege stated that the community needed the Midtown Redevelopment Authority to take a leadership role with the

City of Houston in helping solve the flooding issue. She also stated that the median on Crawford in front of Elizabeth Baldwin Park is constantly being hit by large trucks and buses and asked if anything can be done to stop that from happening.

Phillip Dee, a resident since 2000, expressed concerns about pedestrian safety and increased traffic congestion in Midtown. He stated that the growth of sidewalk cafes resulted in a narrower space for people to walk in certain parts of Midtown.

CONSENT AGENDA

- a. Approve Minutes for the January 6, 2016 Board meeting.
- b. Approve the financial report for the month of November 2015.
- c. Approve the financial report for the month of December 2015.
- d. Approve the payment of invoices for January 2016.
- e. Approve Equi-Tax Report for January 2016.

Director Morris made a motion to approve the Consent Agenda as presented. The motion was seconded by Director Mohite. Cynthia Alvarado pointed out a typo in item #c, and stated that it should say December 2015 instead of December 2016. The motion carried by unanimous vote.

REVIEW, DISCUSS AND TAKE NECESSARY ACTION REGARDING A RESOLUTION WAIVING AUTOMATIC RESIGNATION OF DIRECTOR AMAR MOHITE.

Peggy Foreman advised the Board that Director Mohite had missed three consecutive Board meetings and reminded the Board that under State law a director who misses three consecutive Board meetings is considered to have automatically resigned, however the Board could adopt a resolution waiving the automatic resignation if circumstances warranted. Director Noble made a motion to approve the Resolution Waiving Automatic Resignation as presented. The motion was seconded by Director Tyler-Dillard. Director Franks told the Board that Director Mohite had been actively participating on the Board and on the Urban Planning Committee. Director Mohite stated that his absences were due to unanticipated meetings at work which he required to attend. Following all discussion the motion carried by unanimous vote.

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

John Castillo reported on the activities of the Public Safety Committee. He reported that overall crime in the District has remained consistently low especially aggravated crimes. He stated that BMV's continue to be an issue and that according to the Houston Police Department (HPD) BMV's are a problem throughout the City. Director Castillo reported that HPD and the Constables have been more active in the area in and around Elizabeth Baldwin Park and made 2 arrests, but they have not observed any significant illegal activity. He stated that individuals who appear to be homeless have been observed in Baldwin Park, but they were not observed to be doing anything illegal. He stated that HPD was also running prostitution stings in Midtown. Director Castillo asked the public to call HPD and Precinct 7 Constables and report all crimes. He announced that there would be a presentation by Harris County Precinct 7 Lt. Holland Jones on the new Midtown Geospatial Criminal Incident Report and other crime statistical reports and encouraged everyone to stay until the end of the meeting.

- i. **Ratify Interlocal Agreement for Law Enforcement Services with Harris County for the period beginning March 1, 2016 and ending February 28, 2017.**

Peggy Foreman reminded the Board that the Staff was asked to revise the Interlocal Agreement for Law Enforcement Services with Harris County to include one additional deputy constable for the period beginning March 1, 2016 and ending February 28, 2017. She stated that the revised Agreement was received by District Staff, executed and returned so that it could be placed on the agenda for approval at a February 2015 Commissioners' Court meeting in order to have one additional deputy constable added to the Midtown contract.

Director Coleman made a motion to ratify the revised Interlocal Agreement for Law Enforcement Services with Harris County for the period beginning March 1, 2016 and ending February 28, 2017. The motion was seconded by Director Tyler-Dillard and carried by unanimous vote.

ii. Amend contract with SMC Logistics.

Peggy Foreman presented the proposed amendments to the contract with SMC Logistics. She reminded the Board that SMC Logistics is the current contractor performing the Streetlight Outage Survey in Midtown. Ms. Foreman stated that the new contract would now include a bi-monthly survey of light outages in Baldwin Park, Glover Park and Bagby Park. Cynthia Alvarado stated that the contract amount would increase by \$75 bi-monthly and that this amount was approved in the FY 2016 Budget.

Director Coleman made a motion to approve the contract with SMC Logistics as presented. The motion was seconded by Director Chan and carried by unanimous vote.

Director Mohite reported the CenterPoint had begun installing the LED lighting in various locations and that the new LED lights are brighter and more energy efficient. He stated that the new program should help improve public safety in and around Midtown. Director Darst stated that she has noticed more police and constable squad cars patrolling in Midtown recently.

Finally, Director Castillo encouraged everyone to attend the next Public Safety Committee meeting that will be on Wednesday, February 16, 2016 at 11:30 am at the Midtown District Offices located at 410 Pierce St. Suite 355, Houston, TX 77002.

B. Marketing Committee

Director Darst reported on the activities of the Marketing Committee. She stated the Cultural Arts and Entertainment Nightlife Guide has been printed and is ready for distribution. She further stated that the Cultural Arts and Entertainment Nightlife Guide has also been published on the Midtown website.

Director Darst stated that the next Marketing Committee meeting will be on Wednesday, February 17, 2016 at 4:00 pm at the Midtown District Offices located at 410 Pierce St. Suite 355, Houston, TX 77002.

C. Service & Maintenance Committee

Darcy Lefsrud reported on the activities of the Service and Maintenance Committee. He stated the committee is still in the testing phase of its new app called "SeeClickFix" and

that the Committee and staff were still learning to use the app properly. He reported that the app will launch in the first week in March 2016 and the general public will be able to report conditions and request repairs using the "SeeClickFix" app. He stated that the Committee will give a demonstration on how it works at the May 2016 evening Board meeting.

Director Lefsrud announced that the next Service and Maintenance Committee meeting will be on Wednesday, February 22, 2016 at 3:30 pm at the Midtown District Offices located at 410 Pierce St. Suite 355, Houston, TX 77002.

D. Urban Planning Committee – Monte Large, Chair

Director Douglas reported on the activities of the Urban Planning Committee. He stated the Committee is continuing to work with the Goodman Corporation on the Midtown Circulator Pilot Project currently scheduled to be activated during the NCAA Final Four weekend.

E. Finance Committee – Marylene Chan, Chair

Director Chan reported on the activities of the Finance Committee. She stated that the Committee did a line by line review of the un-audited 2015 year-end financial reports. She gave a status report on expenditures of each Committee and pointed out budget variances. Director Chan stated that there were still some outstanding invoices that the staff was working to obtain. Director Chan reported that as of January 31, 2015, 73% of assessments for 2015 had been collected.

F. Cultural Arts & Entertainment – Eileen Morris, Chair

Director Morris reported on the activities of the Cultural Arts & Entertainment Committee. She reported that one of the mini murals had been completed and that the Committee has received approval from the City of Houston Public Works and Engineering Department to install the mini murals on the 3 additional locations. Director Morris stated that the Committee was working on Art in the Park 2016 which will be held on Saturday, April 9, 2016 in Elizabeth Baldwin Park from 10:00 am to 6:00 pm.

- i. Ratify Agreement with Texas Commission on the Arts relating to acceptance of Grant Funds.

Cynthia Alvarado reminded the Board that the District received a matching grant to develop a website for Cultural Arts and Entertainment in Midtown. She stated that the terms and conditions of the grant were set forth in an Agreement with the Texas Commission on the Arts. She shared the terms of the Agreement and asked the Board to ratify the Agreement. Director Coleman made a motion to ratify the Agreement as presented. Director Morris seconded the motion which carried by unanimous vote.

Finally, Director Morris thanked the Staff for their work in seeking and getting the grant and announced that the next Cultural Arts and Entertainment Committee meeting will be on February 16, 2016 at 3:30 p.m. at The Buffalo Soldier National Museum located at 3816 Caroline Street.

G. Nominating Committee – Debra McGaughey, Chair

Cynthia Alvarado announced that the Committee will be working to fill a vacancy on the Board.

H. Executive Committee – William Franks, Chair

Chair Franks announced that Monte Large had submitted his resignation from the Board due to a job change. He also announced the appointment of Allen Douglas as the new Chair of the Urban Planning Committee. Chair Franks stated that all other matters discussed at the January 27, 2016 Executive Committee meeting had already been discussed and considered under the various agenda items.

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:

Midtown Park Project – Work on the parking garage is progressing as expected. The lid will be completed in February and the Park construction should begin by the middle of March.

Caroline Street Project – Staff has gotten preliminary approval to rebid the Project, but is still trying to get a meeting with the City Department of Public Works and Engineering to discuss rebidding the Project and details of the City's participation in the Project. Staff and consultants expect to re-bid the Project the 3rd or 4th quarter of 2016.

Holman Street Project – Back of curb improvements on Holman Street, west of Main Street are now under construction. The demolition work started in January. The contractor will next work in the area east of Alameda Road. Work in the area west of Alameda Road near HCC will occur during the summer in an effort to minimize the impact on HCC students and employees.

Main Street Improvements Project – Project is in the final phase of design and will include back of curb improvements similar to those installed on Bagby Street.

PRESENTATION: DEMONSTRATION BY HARRIS COUNTY PRECINCT 7 CONSTABLE OF THE NEW MIDTOWN GEOSPATIAL CRIMINAL INCIDENT REPORT

Lt. Holland Jones of Harris County Constable May Walker's Office, Precinct 7, presented the new Midtown Geospatial Criminal incident Report. He explained in detail the new geospatial incident reports and discussed analysis of crime data and how such data can be used to improve public safety in Midtown.

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.

ANNOUNCEMENTS

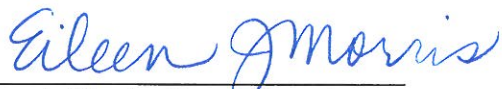
None.

NEXT MEETING DATE

Chair Franks announced that the next Midtown Management District Board meeting will be a special Board meeting held on Wednesday, February 10, 2016, at 11:00 a.m. at the Midtown Management District offices located at 410 Pierce St. Houston, TX 77002.

ADJOURN

There being no other business, the meeting was adjourned.



Eileen J. Morris, Board Secretary

Date: 5/4/16