



MIDTOWN MANAGEMENT DISTRICT  
NOTICE OF MEETING

TO: THE BOARD OF DIRECTORS OF MIDTOWN MANAGEMENT DISTRICT AND TO ALL OTHER INTERESTED PERSONS:

Notice is hereby given that a regular meeting of the **Midtown Management District** will be held on **Wednesday, December 7, 2016, at 11:00 a.m.** in the **3<sup>rd</sup> Floor Conference Room of the Midtown Management District, located at 410 Pierce Houston TX 77002**, inside the boundaries of the District, *open to the public*, 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:

1. Call roll of the Board of Directors and verify that a quorum is present.
2. Receive Public Comments
3. Consent Agenda
  - a. Approve Minutes for the November 2, 2016 Board meeting.
  - b. Approve Financial Report for the month of October 2016.
  - c. Approve the payment of invoices for November 2016.
  - d. Approve Estimated Tax Report for November 2016.
4. Review, discuss and take necessary action regarding the District 3<sup>rd</sup> Quarter Fiscal Year 2016 investment Report for the period ending September 30, 2016.
5. Review, discuss and take necessary action regarding annual review of the District's Investment Policy.
6. Review, discuss and take necessary action regarding annual review of qualified broker/dealers.
7. Review, discuss and take necessary action regarding the proposed budget for Fiscal Year 2017.

8. Receive committee activity reports and review, discuss and take necessary action regarding the following, as appropriate:

a. Public Safety . . . . . **Ben Robles, Chair**

- i. Report from Precinct 7 Constables Office
- ii. Contract for private security services

b. Marketing . . . . . **Debbie Tyler Dillard, Chair**

c. Service & Maintenance. . . . . **Darcy John Leford, Chair**

d. Urban Planning . . . . . **Allen Douglas, Chair**

- i. Update regarding METRO Super Bowl Connection

e. Cultural Arts & Entertainment. . . . . **Green Morris, Chair**

- i. Update regarding Mistletoe Market
- ii. Update regarding Houston Showcase (Cultural Arts HUB Crawl)

f. Executive. . . . . **William Franks, Board Chair**

9. Report on Capital Projects of the Midtown Redevelopment Authority.

10. With respect to the foregoing agenda items, the Board may conduct an executive session with regards to the following, as appropriate and necessary.

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

Upon entering into the executive session, the presiding officer shall note which agenda items will be discussed.

11. Announcements.

12. Next meeting date: **Wednesday, January 4, 2017 at 11:00 a.m.**  
**Midtown Management District**  
**3<sup>rd</sup> Floor Conference Room**  
**410 Pierce Street, Suite 355**  
**Houston, Texas 77002**

13. Adjourn.



SEAL

*William R. Franks*

**William R. Franks, Chair**  
Midtown Management District Board of Directors

**MISSION STATEMENT:** Midtown strives to provide an economically vibrant urban destination where arts and culture thrive alongside businesses and residents in a safe, active, diverse neighborhood.

**NOTE:** We want to thank everyone that participated in the budget process that began in July of 2016. We appreciate your input!

**DIRECTORS – Please notify Sally Adame at 713-462-7577 if you are unable to attend.**

**DRAFT**



**MIDTOWN MANAGEMENT DISTRICT**

410 Pierce Street, Suite 355  
 Houston, Texas 77002  
 713/526-7577  
[www.houstonmidtown.com](http://www.houstonmidtown.com)

**MEMORANDUM**

**TO:** The Midtown Management District Board of Directors and other interested parties

**FROM:** Cynthia Alvarado, CPM®; Operations Manager; Midtown Management District

**RE:** 2017 Midtown Management District Board of Directors Meeting Dates

The Midtown Management District Board of Directors normally meets on the first Wednesday of each month, unless noted. The daytime meeting location is 410 Pierce Street, 3<sup>rd</sup> floor conference room, Houston, Texas 77002. ***\*The evening meeting location is normally Central Bank Community Room 2217 Milam at Webster.***

Please **mark your calendar** to indicate the dates of the board meetings for the Midtown Management District. These dates and additional information can be found on the Midtown website calendar.

Wednesday, January 4 <sup>th</sup> @ 11AM	Wednesday, July 5 <sup>th</sup> @ 11AM
Wednesday, February 1 <sup>st</sup> * @ 6PM	Wednesday, August 2 <sup>nd</sup> , * <b>The Ensemble Theatre @ 6PM Annual Meeting</b>
Wednesday, March 1 <sup>st</sup> @ 11AM	Wednesday, September 6 <sup>th</sup> @ 11AM
Wednesday, April 12 <sup>th</sup> @ 11AM	Wednesday, October 4 <sup>th</sup> @ 11AM
Wednesday, May 3 <sup>rd</sup> @ 6PM	Wednesday, November 1 <sup>st</sup> * @ 6PM
Wednesday, June 7 <sup>th</sup> @ 11AM	Wednesday, December 6 <sup>th</sup> @ 11AM

An agenda for each meeting will be sent out the week prior to each of these meetings. All meeting dates, times, and agendas are posted on our web site. In the unlikely event that a special meeting is called Board Members will be notified.

**713.526.7577 for questions or to receive meeting agendas**

**MIDTOWN MANAGEMENT DISTRICT  
ASSESSMENT COLLECTION REPORT**

November 30, 2016  
BILLING AND COLLECTION SUMMARY  
FISCAL YEAR END  
01/01/2016 TO 12/31/2016

YEAR	RATE	TOTAL LEVY	COLLECTIONS	RECEIVABLE	% COLLECTED
2016	0.1181	\$2,322,975.98	\$67,523.45	\$2,255,452.53	3%
2015	0.1181	\$1,990,820.10	\$1,962,007.22	\$28,812.88	99%
2014	0.1181	\$1,784,573.25	\$1,775,305.56	\$9,267.69	99%
2013	0.1181	\$1,563,504.36	\$1,558,331.11	\$5,173.25	99%
2012	0.1181	\$1,451,155.01	\$1,450,008.11	\$1,146.90	99%
2011	0.1181	\$1,373,992.65	\$1,373,338.34	\$654.31	99%
2010	0.1181	\$1,366,296.19	\$1,365,599.08	\$697.11	99%
2009	0.1181	\$1,400,596.16	\$1,399,868.09	\$728.07	99%
2008	0.1181	\$1,388,676.58	\$1,388,129.81	\$546.77	99%
2007	0.1181	\$1,205,818.99	\$1,205,400.14	\$418.85	99%
2006	0.1181	\$1,039,513.58	\$1,039,322.08	\$191.50	99%
2005	0.1181	\$965,243.73	\$965,052.23	\$191.50	99%
2004	0.1181	\$766,477.42	\$766,378.36	\$99.06	99%
2003	0.1125	\$690,634.91	\$690,544.86	\$90.05	99%
2002	0.1125	\$631,419.06	\$631,337.20	\$81.86	99%
2001	0.1125	\$554,768.73	\$554,694.73	\$74.42	99%
2000	0.1125	\$472,859.73	\$472,785.73	\$71.97	99%

Current Month Activity

Revenue:

	Current Month	Year to Date
2016 Assessment Collected	67,523.45	67,523.45
2015 Assessment Collected	3,520.46	1,688,063.78
2014 Assessment Collected	273.18	3,166.84
2013 Assessment Collected	0.00	1,511.40
2012 Assessment Collected	0.00	1,743.53
2011 Assessment Collected	0.00	443.75
2010 Assessment Collected	0.00	96.49
2009 Assessment Collected	0.00	96.49
2008 Assessment Collected	0.00	419.39
2007 Assessment Collected	0.00	451.44
2006 Assessment Collected	0.00	346.59
2005 Assessment Collected	0.00	110.40
2004 Assessment Collected	0.00	110.40
2003 Assessment Collected	0.00	105.17
2002 Assessment Collected	0.00	42.61
2001 Assessment Collected	0.00	0.00
2000 Assessment Collected	0.00	0.00
Miscellaneous Revenue	0.00	0.00
Penalty & Interest	651.70	19,807.72
Overpayments	0.10	35,654.55
Estimated Payment	0.00	0.00
NO Corrections	0.00	2,096.71
NO Lawsuit Corrections	174.79	55,362.14
Collection Fees	709.08	10,148.48
Court Costs	0.00	0.00
<b>Total Revenue</b>	<b>72,852.76</b>	<b>1,887,301.33</b>

Overpayments & CAD Refunds Presented	612.81	90,549.16
Overpayments Applied to Assessment	0.00	0.00

ASSESSED VALUE FOR 2016	1,966,940,442	UNCERTIFIED	2,299
ASSESSED VALUE FOR 2015	1,685,706,512	UNCERTIFIED	225,000
ASSESSED VALUE FOR 2014	1,511,675,605		
ASSESSED VALUE FOR 2013	1,323,881,342		
ASSESSED VALUE FOR 2012	1,228,750,364		
ASSESSED VALUE FOR 2011	1,163,414,081		

Assessment Collection Account: Wells Fargo Bank, Acct# 9473393339

Prepared by Equi-Tax Inc  
Kenneth R. Byrd  
Collector For the District

**MIDTOWN MANAGEMENT DISTRICT**

**ASSESSMENT COLLECTION REPORT**

November 30, 2016

**TOP TEN ASSESSMENT PAYERS**

PROPERTY OWNER	PROPERTY TYPE	ASSESSED VALUE	ASSESSMENT AMOUNT
Post Midtown Square LP	Multi-Family Units	99,598,446	117,625.76
2009 CPT Community Owner LLC	Multi-Family Units	75,290,000	88,917.49
VR Calais Holdings Limited Partners	Multi-Family Units	68,000,000	80,308.00
AB Merion II Metro Midtown LLC	Multi-Family Units	51,771,775	64,933.48
Camden Property Trust	Multi-Family Units	47,772,061	64,685.80
3800 Main LLC	Multi-Family Units	42,533,328	62,041.86
4001 Fannin No 1A LTD	Multi-Family Units	38,377,000	59,802.30
McGowen Brazos Venture LTD	Multi-Family Units	49,117,743	59,034.34
CPT Community Owner LLC	Multi-Family Units	44,882,100	53,013.91
Sherman Way Midtown LLC ET AL	Multi-Family Units	44,238,900	52,246.16

**TEN LARGEST DELINQUENT ACCOUNTS**

PROPERTY OWNER	ASSESSMENT YEAR	ASSESSMENT AMOUNT
*MIDTOWN CENTRAL SQUARE LLC	2013 - 2015	14,996.88
WASHINGTON ROMANUEL L JR	2000 - 2014	2,884.42
HOUSTON COMMUNITY COLLEGE	2015	2,617.38
*COHEN JAY H	2013 - 2015	1,455.48
BLOCKER NATHAN & MAGNOLIA H	2007 - 2015	1,251.65
CRIADO MINNIE F	2012 - 2015	1,225.25
ANTWINE LINDA	2009 - 2015	1,177.23
ANNUNZIATO PATRICK	2013 - 2015	1,089.98
TRE CONCRETE LLC	2014 - 2015	918.96
GALVAN RICHARD R	2015	855.82

\*\*Account Deferred

\* Pending HCAD Value Lawsuits

**COLLECTION TREND PERCENTAGE**

	TAX YEAR 2012	TAX YEAR 2013	TAX YEAR 2014	TAX YEAR 2015
January	78%	77%	65%	73%
February	94%	94%	92%	93%
March	95%	95%	94%	96%
April	95%	96%	95%	96%
May	96%	96%	96%	97%
June	96%	97%	96%	97%
July	97%	97%	97%	97%
August	98%	97%	98%	98%
September	98%	98%	99%	98%
October	98%	98%	99%	98%
November	98%	98%	99%	98%
December	99%	98%	99%	

**MIDTOWN MANAGEMENT DISTRICT  
ASSESSMENT COLLECTION REPORT  
November 30, 2016**

**ASSESSMENT PLAN PROJECTIONS**

YEAR	RATE	ESTIMATED ASSESSED VALUE	PROJECTED LEVY	COLLECTIONS @ 95%	CUMULATIVE COLLECTIONS	10 YEAR AVERAGE
2015	0.1181	1,706,201,000	2,015,023.38	1,914,272.21	1,962,007.22	
2016	0.1181	1,842,697,000	2,176,225.16	2,067,413.90	67,523.45	
2017	0.1181	1,980,899,000	2,339,441.72	2,222,469.63		
2018	0.1181	2,109,657,000	2,491,504.92	2,366,929.67		
2019	0.1181	2,236,237,000	2,640,995.90	2,508,946.11		
2020	0.1181	2,359,230,000	2,786,250.63	2,646,938.10		
2021	0.1181	2,477,191,000	2,925,562.57	2,779,284.44		
2022	0.1181	2,601,051,000	3,071,841.23	2,918,249.17		
2023	0.1181	2,731,104,000	3,225,433.82	3,064,162.02		
2024	0.1181	2,867,659,000	3,386,705.28	3,217,377.32		
			27,058,984.61	25,700,455.38		2,570,603.54

MAXIMUM RATE .1500 PER \$100

**EXEMPTIONS**

EXEMPTION TYPE	NUMBER APPLIED	APPROVED AMOUNT	VALUE LOSS
Homestead	1286	10% (State Maximum)	80,431,560
Over 65		15,000	1,740,000
Disability		15,000	105,000
Disabled Veteran	10	Per Statute	487,356
Over 65 Detached Single Family	37	Totally Exempt	12,704,331

**Midtown Management District**  
**Balance Sheet**  
As of October 31, 2016

Oct 31, 16

**ASSETS**

**Current Assets**

**Checking/Savings**

101000 · Chase Operating Acct	11,525.95
101001 · Chase Savings Account	10,370.25
101002 · PrimeWay FCU Acct# 1	113.05
101003 · PrimeWay FCU Acct# 7	2,068.60
101004 · PrimeWay FCU Acct MM #6	11,062.37
102100 · International Bank of Commerce	
102001 · IBC Savings Acct 66033	1,700.00
102107 · IBC CD 4808	125,000.00
<b>Total 102100 · International Bank of Commerce</b>	<u>126,700.00</u>

**102200 · EastWest Bank**

102202 · CD 5918 (Elgin Street PROW Capital Reser)	12,800.00
102203 · EastWest Bank Money Market#5359	1,000.51
102204 · CD1306 (Emergency Disaster Capital Rese)	3,062.36
102211 · EastWest Bank Savings Acct	58.91
<b>Total 102200 · EastWest Bank</b>	<u>17,861.78</u>

105003 · Central Bank Money Market	19.37
105005 · CNTRL BNK CD 66000	226,447.90

106000 · Wells Fargo Bank	
106010 · Wells Fargo Assessment Acct	23,039.45
106020 · Wells Fargo Performance Saving	38,225.95
<b>Total 106000 · Wells Fargo Bank</b>	<u>61,265.40</u>

107000 · Investment Account	5,551.06
107000 · LOGIC (Investment Account)	400,566.48

**Total Checking/Savings** 1,112,916.27

**Accounts Receivable**

120000 · Assessments Receivable	
120000 · Assessments Receivable Current	58,236.23
120000 · Assessments Receivable - Other	29,358.18
<b>Total 120000 · Assessments Receivable</b>	<u>87,594.41</u>

123000 · MTA	4,000.00
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**Total Accounts Receivable** 91,594.41

**Total Current Assets** 1,204,510.68

**Other Assets**

130501 · Other Misc Assets	39,201.00
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**Midtown Management District**  
**Balance Sheet**  
As of October 31, 2016

	<b>Oct 31, 16</b>
Total Other Assets	39,201.00
<b>TOTAL ASSETS</b>	<b>1,243,711.68</b>
 <b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
200000 · Accounts Payable	109,312.15
<b>Total Accounts Payable</b>	109,312.15
<b>Other Current Liabilities</b>	
205000 · Deferred Assessment Revenues	86,227.70
207000 · Bal due to MRA from FTA Reimbur	8,594.00
<b>Total Other Current Liabilities</b>	94,821.70
<b>Total Current Liabilities</b>	204,133.86
<b>Total Liabilities</b>	204,133.86
 <b>Equity</b>	
300000 · Opening Bal Equity	0.35
390000 · Fund Balance-Prior	375,950.96
<b>Net Income</b>	663,626.51
<b>Total Equity</b>	1,039,577.82
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,243,711.68</b>

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**Midtown Management District**  
**Sources and Uses of Funds**  
 January through October 2016

	Jan - Oct 16	Budget	\$ Over Budget
<b>Sources of Funds</b>			
400000 · Revenue - Assessments			
400004 · FY04 Assessment Revenue	110.40	170.00	-59.60
400005 · FY05 Assessment Revenue	110.40	380.00	-269.60
400006 · FY06 Assessment Revenue	346.59	540.00	-193.41
400007 · FY07 Assessment Revenue	451.44	830.00	-378.56
400008 · FY08 Assessment Revenue	419.39	920.00	-500.61
400009 · FY09 Assessment Revenue	96.40	830.80	-734.31
400010 · FY10 Assessment Revenue	0.00	930.00	-833.51
400011 · FY11 Assessment Revenue	43.75	1,121.00	-677.25
400012 · FY12 Assessment Revenue	1,743.53	2,272.00	-528.47
400013 · FY13 Assessment Revenue	1,511.40	5,000.00	-3,033.60
400014 · FY14 Assessment Revenue	2,893.66	20,850.00	-17,940.34
400015 · FY15 Assessment Revenue	1,958,486.76	1,974,723.00	-16,236.24
400098 · FY03 Assessment Revenue	105.17	163.00	-57.83
400099 · FY02 Assessment Revenue	42.61	170.00	-127.39
400100 · FY01 Assessment Revenue	0.00	160.00	-160.00
400101 · FY00 Assessment Revenue	0.00	200.00	-200.00
400500 · Penalties & Interest	156.02	12,625.00	6,531.02
402300 · Estimated Payments	0.00	1,150.00	-1,150.00
402400 · Over Payments (Overpayments)	35,654.45	54,750.00	-19,095.55
402500 · Refunds/Assessment Adjustments	-82,804.64	-53,500.00	-29,304.64
402510 · Collection Costs	-31,914.00	-23,000.00	-8,914.00
402511 · CAD Correctons	2,096.71	0.00	2,096.71
402512 · CAD Lawsuit Correcti	55,187.35	0.00	55,187.35
402600 · Assessment Collection Costs	9,439.40	9,000.00	439.40
400000 · Revenue - Assessments -	-3,848.35	0.00	-3,848.35
<b>Total 400000 · Revenue - Assessments</b>	<b>1,969,825.02</b>	<b>2,009,813.80</b>	<b>-39,988.78</b>
400102 · Grant Revenue	26,275.00	0.00	26,275.00
403000 · Other Income (Other Income)			
403100 · Booth and Events Fees (Booth and Events Fees)	5,350.00	0.00	5,350.00
403105 · Application Fees (non-Refundable Application Fees for Art in the Park)	800.00	0.00	800.00
403110 · Event Sponsorship (Sponsorship of Events)	5,000.00	0.00	5,000.00
<b>Total 403000 · Other Income (Other Income)</b>	<b>11,150.00</b>	<b>0.00</b>	<b>11,150.00</b>
404000 · Int Income (Invest Interest Earned)	1,828.10	0.00	1,828.10
406000 · Interest on CD (Interest earned on CD purchases)	971.34	2,250.00	-1,278.66
<b>Total</b>	<b>2,010,049.46</b>	<b>2,012,063.80</b>	<b>-2,014.34</b>
<b>Total Sources</b>	<b>2,010,049.46</b>	<b>2,012,063.80</b>	<b>-2,014.34</b>
<b>Uses of Funds</b>			
500000 · Security and Public Safety			

**Midtown Management District**  
**Sources and Uses of Funds**  
 January through October 2016

	Jan - Oct 16	Budget	\$ Over Budget
502000 · Constables - Contract	449,562.00	448,485.00	1,077.00
507000 · Street Outage Survey	1,700.00	1,400.00	300.00
508000 · Public Safety Light Program	0.00	9,539.20	-9,539.20
509000 · National Night Out	1,984.28	3,816.00	-1,831.72
509500 · Public Safety Parks Program	1,420.00	2,544.00	-1,124.00
509600 · Strategy and Implementation	6,000.00	6,000.00	0.00
<b>Total 500000 · Security and Public Safety</b>	<b>460,666.28</b>	<b>71,784.20</b>	<b>-11,117.92</b>
<b>600000 · Marketing &amp; Economic Developmen</b>			
601000 · Media, Advertising & Promotion			
601003 · Event Partic/ Sponsoring	0.00	10,000.00	-10,000.00
601000 · Media, Advertising & Promotion - Other	1,258.48	18,741.52	-8,741.52
<b>Total 601000 · Media, Advertising &amp; Promotion</b>	<b>1,258.48</b>	<b>20,000.00</b>	<b>-18,741.52</b>
602000 · Web-site Update & Maint.	336.00	600.00	-264.00
603000 · Newspaper & Postage			
603004 · Resident/.Stake Holder Foc Cmmu	4,869.95	9,539.16	-4,669.21
<b>Total 603000 · Newspaper &amp; Postage</b>	<b>4,869.95</b>	<b>9,539.16</b>	<b>-4,669.21</b>
606000 · Mobile Website Development	3,100.00	7,631.00	-4,531.00
607000 · Midtown eNews	574.68	916.40	-341.72
608000 · Kiosk - media	0.00	1,431.00	-1,431.00
609001 · Calendar (Artshound)	0.00	1,526.00	-1,526.00
609003 · Cultural Arts Guide	0.00	15,262.00	-15,262.00
609500 · Marketing & Economic Developmen	350.00	7,500.00	-7,150.00
609600 · Marketing and Branding	6,000.00	6,000.00	0.00
<b>Total 600000 · Marketing &amp; Economic Developmen</b>	<b>16,489.11</b>	<b>70,405.56</b>	<b>-53,916.45</b>
<b>700000 · Urban Planning</b>			
701001 · Special Banners	0.00	4,486.00	-4,486.00
701010 · Sign Banners	0.00	2,953.00	-2,953.00
702010 · Special Projects			
702021 · Circulation Pilot Program (Transportation Service Provider)	4,995.00	5,000.00	-5.00
702022 · Before I Die	871.14	1,000.00	-128.86
702010 · Special Projects	0.00	37,156.00	-37,156.00
<b>Total 702010 · Special Projects</b>	<b>5,866.14</b>	<b>43,156.00</b>	<b>-37,289.86</b>
706600 · Strategy Implementation	6,000.00	6,000.00	0.00
<b>Total 700000 · Urban Planning</b>	<b>11,866.14</b>	<b>56,595.00</b>	<b>-44,728.86</b>
<b>710000 · Cultural Arts &amp; Entertainment</b>			
710101 · Arts Grant Funding Match	50,000.00	15,000.00	35,000.00
710102 · Art Project Sponsorships	1,500.00	5,000.00	-3,500.00
710103 · Midtown Mural Project	0.00	5,000.00	-5,000.00

**Midtown Management District**  
**Sources and Uses of Funds**  
 January through October 2016

	Jan - Oct 16	Budget	\$ Over Budget
710106 · Art in the Park	19,302.51	22,893.00	-3,590.49
710107 · Mistletoe Market	249.00	0.00	249.00
710110 · Parks Programming	8,135.80	11,066.00	-2,930.20
710111 · Master Plan	0.00	3,816.00	-3,816.00
710600 · Planning and Logistics	6,000.00	6,000.00	0.00
<b>Total 710000 · Cultural Arts &amp; Entertainment</b>	<b>85,187.31</b>	<b>68,775.00</b>	<b>16,412.31</b>
<b>720000 · Service &amp; Maintenance</b>			
<b>722000 · Midtown Parks</b>			
<b>722005 · Baldwin/Glover Park Maintenance</b>			
722051 · Water	474.59	1,583.00	-1,108.41
722052 · Electric	1,580.60	1,858.00	722.60
722054 · Irrigation repair	2,336.00	2,336.00	0.00
722055 · Landscape Repairs	3,000.00	4,775.00	-1,775.00
722056 · Baldwin/Glover Landscape Contra (Monthly General Maintenance)	1,500.00	12,500.00	0.00
722060 · Baldwin/Glover Maintenance	2,330.00		
<b>Total 722005 · Baldwin/Glover Park Maintenance</b>	<b>22,221.19</b>	<b>22,052.00</b>	<b>169.19</b>
<b>Total 722000 · Midtown Parks</b>	<b>221.19</b>	<b>22,052.00</b>	<b>169.19</b>
<b>725000 · Midtown Field Service Prog</b>			
725002 · Graffiti	2,880.00	5,830.00	-2,950.00
725003 · Supplies	0.00	470.00	-470.00
725004 · Storage	3,489.00	3,407.00	82.00
725005 · Seasonal Planting Program	4,535.00	13,125.00	-8,590.00
725007 · Tree Maintenance	0.00	19,000.00	-19,000.00
725008 · Landscaping/Tree Planting	2,479.00	14,890.00	-12,411.00
725009 · Pet Bags	959.88	4,100.00	-3,140.12
725014 · Sidewalk Repairs/Replacement	0.00	25,019.00	-25,019.00
725000 · Midtown Field Service Program - Other	169,517.27	176,666.60	-7,149.33
<b>Total 725000 · Midtown Field Service Prog</b>	<b>183,860.15</b>	<b>262,507.60</b>	<b>-78,647.45</b>
<b>726000 · Service Maintenance - Other</b>			
726010 · SeeClickFix/ClickFix	7,000.00	7,000.00	0.00
726020 · Park Signage Elements	0.00	1,431.00	-1,431.00
726100 · Legacy Maintenance	200,000.00	200,000.00	0.00
<b>Total 726000 · Service Maintenance - Other</b>	<b>207,000.00</b>	<b>208,431.00</b>	<b>-1,431.00</b>
<b>727000 · Implementation and Support</b>	<b>6,000.00</b>	<b>6,000.00</b>	<b>0.00</b>
<b>Total 720000 · Service &amp; Maintenance</b>	<b>419,081.34</b>	<b>498,990.60</b>	<b>-79,909.26</b>
<b>800000 · District Administration</b>			
802000 · Legal Counsel	26,453.54	30,000.00	-3,546.46
802040 · Public Hearing Service Plan	7,024.25	0.00	7,024.25

**Midtown Management District  
Sources and Uses of Funds  
January through October 2016**

	<b>Jan - Oct 16</b>	<b>Budget</b>	<b>\$ Over Budget</b>
802041 · Assesment Appeals	49,570.94	0.00	49,570.94
803000 · Accounting & Auditing Expense	11,700.00	14,500.00	-2,800.00
804000 · Insurance Expense			
804001 · Benefits	8,812.79	8,083.00	729.79
804002 · District Cell Phone & Tablets	1,429.65	2,083.34	-653.69
804003 · Director's & Officers Insurance (Director's & Officers Insurance)	3,592.00	4,168.00	-576.00
804004 · General Liability (General Liability)	7,573.00	7,742.00	-169.00
804005 · Insurance - other (Reimburseme (Insurance - other (Reimbursements to	2,753.00	2,740.00	13.00
<b>Total 804000 · Insurance Expense</b>	<b>24,112.43</b>	<b>24,816.34</b>	<b>-655.90</b>
806000 · General Operating/Admin. Exp.			
806004 · Bank Service Charge (bank service charge)	653.85	0.00	653.85
806005 · Gen. Operating/Admin. Expenses	19.00	0.00	19.00
806000 · General Operating/Admin. Exp. - Other	317.88	0.00	317.88
<b>Total 806000 · General Operating/Admin. Exp.</b>	<b>990.73</b>	<b>0.00</b>	<b>990.73</b>
807000 · Board Meeting & Misc. Exp.			
807001 · Board Mtgs/Annual Mtgs/Misc Exp	4,152.50	2,640.00	1,512.50
<b>Total 807000 · Board Meeting &amp; Misc. Exp.</b>	<b>4,152.50</b>	<b>2,640.00</b>	<b>1,512.50</b>
809000 · Administration Expense (Reimbursements to MRA)	229,080.37	278,250.00	-49,169.63
<b>Total 800000 · District Administration</b>	<b>353,132.77</b>	<b>350,206.34</b>	<b>2,926.43</b>
<b>Total Uses</b>	<b>1,346,422.95</b>	<b>1,516,756.70</b>	<b>-170,333.75</b>
<b>Net Increase (/Decrease) for the Period</b>	<b>663,626.51</b>	<b>495,307.10</b>	<b>168,319.41</b>

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**Midtown Management District**  
**Transaction Detail by Account**  
**As of December 7, 2016**

Type	Date	Num	Name	Memo	Credit	Debit	Balance
<b>DECEMBER 2016</b>							<b>6,946.20</b>
Bill Pmt -Check	11/15/2016	R2X03WMC	AT&T	OCT 2016-Account#287243366469 {2 TABLETS, LAPTOP AND ONE CELL PHONE}		143.28	6,802.92
Bill Pmt -Check	11/22/2016	203684	City of Houston-Water Dept.	3118 AUSTIN {Elizabeth GLOVER Park}		124.49	6,678.43
Bill Pmt -Check	11/22/2016	26942824	Reliant Energy	3118 AUSTIN ST {Glover Park} 10/06/2016 - 11/04/2016		37.41	6,641.02
Bill Pmt -Check	11/22/2016	26942791	Reliant Energy	1701 ELGIN {Baldwin Park} 10/06/2016 - 11/04/2016		130.14	6,510.88
Bill Pmt -Check	11/28/2016	6821	Southwest Precision Printers, LP	500 Business Cards Operation Manager		116.00	6,394.88
Deposit	11/30/2016		Deposit	November Revenue Assessments	78,110.69		84,505.57
Deposit	12/07/2016			Transfer from LOGIC/Savings account to Expenses	30,000.00		114,505.57
Bill Pmt -Check	12/07/2016	6822	Perdue, Brandon, Fielder, Collins & Mott	City 2016 - Professional Services rendered in the collection of delinquent taxes, penalties and ...		2,050.80	112,454.77
Check	12/07/2016	6823	Keith M...	REFUND Mistletoe Market - Paid for Double Booth/Artist settle for Single Booth		50.00	112,404.77
Bill Pmt -Check	12/07/2016	6824	CITY OF HOUSTON	BikeHouston Partnership w/MMD		1,000.00	111,404.77
Bill Pmt -Check	12/07/2016	6825	Bracewell Giuliani	051911.000001 Services OCTOBER 31, 2016 General Counsel		2,363.50	109,041.27
Bill Pmt -Check	12/07/2016	6826	Br...	Distribution of the MIDTOWN GUIDE		350.00	108,691.27
Bill Pmt -Check	12/07/2016	6827	Design Workshop	Midtown Cultural Arts District MP { Update a set list of graphics}		400.00	108,291.27
Bill Pmt -Check	12/07/2016	6828	Midtown East End Management District			720.00	107,571.27
Bill Pmt -Check	12/07/2016	6829	Harris County Treasurer	Constable Services for JANUARY 2017		45,596.00	61,975.27
Bill Pmt -Check	12/07/2016	6830	HD Supply Facilities Maintenance	Fido House Pet Waste Bags 10/Cs		1,079.88	60,895.39
Bill Pmt -Check	12/07/2016	6831	HoustonPress	FULL PAGE FULL COLOR AD "MISTLETOE MARKET EVENT" NOV' 2016		1,750.00	59,145.39
Check	12/07/2016	6832	Excelsior Land Co. Inc.	81 033 256 005 0005 5115 MAIN ST: TAX YEAR 2015		19.85	59,125.54
Bill Pmt -Check	12/07/2016	6833	HoustonPress	MISTLETOE MARKET - Reskin/Promo NL Exclusive Blast NOV' 2016 EVENT		700.00	58,425.54

**Midtown Management District**  
**Transaction Detail by Account**  
**As of December 7, 2016**

Type	Date	Num	Name	Memo	Credit	Debit	Balance
Bill Pmt -Check	12/07/2016	6834	Kwik Kopy	Mistletoe Market Bannners & Yard Signs		1,400.00	57,025.54
Bill Pmt -Check	12/07/2016	6835	MaxGray Productions, INC	2016 MISTLETOE MARKET {Logistics Fee; Security; Porta Potties,Cleanup; Permits;Supplies}		3,152.58	53,872.96
Bill Pmt -Check	12/07/2016	6836	Minor Design Group, Inc.	Design & Creation of Fabrication Files for Litter Campaign - Receptacle		700.00	53,172.96
Bill Pmt -Check	12/07/2016	6837	One World Strategy Group LLC			6,000.00	47,172.96
Bill Pmt -Check	12/07/2016	6838	POOL CUSTOM IRON WORKS, INC.	Repair of Glover park fence/gate		1,450.00	45,722.96
Bill Pmt -Check	12/07/2016	6839	SeeClixFix	Annual License Fees 10/2016 to 11/09/2017		7,210.00	38,512.96
Bill Pmt -Check	12/07/2016	6840	Southwest Wholesale			7,672.00	30,840.96
Check	12/07/2016	6841	SACCO LEONARD K & E JOY	81 019 034 000 0005 2401 SAN ANTONIO ST: TAX YEAR: 2015		139.90	30,701.06
Bill Pmt -Check	12/07/2016	6842	Southwest Wholesale	Monthly Maintenance Agrmt Bann for Glover Park 2016		1,250.00	29,451.06
Bill Pmt -Check	12/07/2016	6843	The Tent Company, LLC	"Mistletoe Market" Event Nov. 5-6, 2016 {Tent, Tables, Chairs, Labor Set-up/Take-down/}		5,737.25	23,713.81
Bill Pmt -Check	12/07/2016	6844	Metropolitan Landscape Management, Inc.	Field Maintenance Services in Midtown - NOVEMBER Services 16'		16,949.00	6,764.81
Check	12/07/2016	6845	Chesford Condominiums LP	81 024 003 0007 2401 CRAWFORD ST TAX YEAR: 2015		104.84	6,659.97
Check	12/07/2016	6846	Central Bank	2217 MILAM ST 81 130 054 001 0001 : TAX YEAR 2015		348.22	6,311.75
Bill Pmt -Check	12/07/2016	6847	EquiSoft, Inc.	Monthly Fee per contract for Assessment Collection:--- 2016		1,685.22	4,626.53
Total 106010 · Wells Fargo Assessment Acct					108,110.69	110,430.36	4,626.53
Total 106000 · Wells Fargo Bank					108,110.69	110,430.36	4,626.53
<b>TOTAL</b>					<b>108,110.69</b>	<b>110,430.36</b>	<b>4,626.53</b>



**midtown**  
HOUSTON

November 1, 2016

Board of Directors  
Midtown Management District  
410 Pierce, Suite 355  
Houston, Texas 77002

Re: Investment Report – Quarter Ending September 30, 2016

Dear Board of Directors:

In my capacity as Investment Officer and in compliance with Article III, Section 3.03 and Article IV, Section 4.06 of the Investment Policy of the Authority, please find attached the 3rd Quarter Fiscal Year 2016 Investment Report.

These reports reflect compliance of the Investment Policies of the Authority and in accordance with the Investment provisions of the Public Funds Investment Act. The enclosed report is presented to the Board of Directors for review and approval.

Kind regards,

Matt Thibodeaux  
Executive Director

CC: Carr, Riggs & Ingram (CRI)





**midtown**  
HOUSTON

November 1, 2016

Board of Directors  
Matt Thibodeaux, Executive Director  
Midtown Management District  
410 Pierce Street, Suite 355  
Houston, Texas 77002

Re: Investment Report – Quarter Ending September 30, 2016


Dear Board of Directors:

I have prepared the Quarterly Investment Report for the 3rd Quarter FY2016 in my capacity as Accounting Supervisor. This report is prepared in accordance with generally accepted accounting principals and Article III, Section 3.06 and Article IV, Section 4.06 of the Investment Policy of the Authority and will be reviewed as part of the annual audit.

The average interest rate on all accounts this quarter is 0.2303%. The amount of interest earned for the quarter was \$ 790.32. The report is in compliance of your investment portfolio with the Investment Policies of the Board, and is in accordance with the Investment provisions of the Public Funds Investment Act.

This report is presented to the Board of Directors for review and approval.

Respectfully,

  
David Thomas  
Accounting Supervisor

CC: Carr, Riggs & Ingram (CRI)



**MIDTOWN MANAGEMENT DISTRICT  
INVESTMENT REPORT  
FY 2016 QUARTER ENDING (JUL AUG SEP )**

NAME OF FUND	DATE OF PURCHASE	DATE OF MATURITY	BEGINNING BOOK VALUE	BEGINNING MARKET VALUE	CHANGES		INCOME RECEIVED THIS PERIOD	INCOME RECEIVED TO DATE	ENDING BOOK VALUE	ENDING MARKET VALUE	INTEREST RATE
					PURCHASES	SALES & REDEMPTIONS					
<b>ACCUMULATED INTEREST</b>											
<b>CHASE BANK</b>											
CHASE OPERATING			3,111.95	381,811.95	370,286.00	-	-	-	11,525.95	11,525.95	0.0800%
CHASE BANK SAVINGS			10,367.46	10,367.46	-	2.09	2.09	6.02	10,369.55	10,369.55	0.0800%
<b>PRIMEWAY FEDERAL CREDIT UNION</b>											
PFCU #1			113.05	113.05					113.05	113.05	
PFCU #7			2,068.60	41,078.60	50,010.00	11,000.00	-	-	2,068.60	2,068.60	
PFCU #6			11,058.64	11,058.64		2.79	2.79	8.31	11,061.43	11,061.43	0.1000%
<b>IBC</b>											
IBC SAVINGS 6033			1,707.68	1,707.68	-	0.31	0.31	250.73	1,707.99	1,707.99	0.0800%
IBC Parks Capital Reserve 3910			0.00	0.00					-	-	
IBC CD 4808	03/24/15	10/28/17	125,000.00	125,000.00				249.84	125,000.00	125,000.00	0.2000%
<b>EASTWEST (METRO) BANK</b>											
EastWest Bank:102201 - CD 5915			0.00	0.00					-	-	
EastWest Bank:102202 - CD 5918	09/12/15	10/09/16	12,879.18	12,879.18	-	6.33	6.33	18.84	12,885.51	12,885.51	0.1950%
EastWest Bank:102203 - Money Market			115,834.37	115,834.37		56.94	56.94	169.52	115,891.31	115,891.31	0.2000%
EastWest Bank:102204 - CD 1306	09/23/15	09/16/17	102,940.07	102,940.07		83.94	83.94	234.65	103,023.41	103,023.41	0.3450%
EastWest Bank:102211 - Metro Savings cct			1,058.49	1,058.49		0.42	0.42	1.27	1,058.91	1,058.91	0.1600%
<b>CENTRAL BANK</b>											
Central Bank CD 0272	04/15/15	01/04/17	251,187.91	251,187.91		197.04	197.04	8,349.89	251,384.95	251,384.95	0.3500%
Central Bank Money Market 4691			5,844.29	5,844.29	6,530.00	25,010.95		16.44	24,325.24	24,325.24	0.2000%
<b>WELLS FARGO</b>											
WELLS FARGO Checking			30,817.41	30,817.41	878,505.62	849,167.36	18.48	239.55	1,479.15	1,479.15	0.0900%
Wells Fargo Savings Account			874,099.29	874,099.29	811,000.00	123.08	123.08	519.09	63,222.37	63,222.37	0.1000%
TexSTAR Money Market	Various	N/A	5,543.55	5,543.55		5.58	5.58	15.18	5,549.13	5,549.13	0.3990%
LOGIC	09/01/16	N/A	0.00	0.00		475,282.97	282.97	282.97	475,282.97	475,282.97	0.7248%
<b>TOTAL INVESTMENTS</b>			<b>1,971,341.94</b>	<b>1,971,341.94</b>	<b>2,116,331.62</b>	<b>1,360,939.20</b>	<b>790.32</b>	<b>2,627.76</b>	<b>1,215,949.52</b>	<b>1,215,949.52</b>	



**MIDTOWN MANAGEMENT DISTRICT**

410 Pierce Street, Suite 355  
 Houston, Texas 77002  
 713/526-7577  
[www.houstonmidtown.com](http://www.houstonmidtown.com)

**MEMORANDUM**

**TO:** The Midtown Management District Board of Directors and other interested parties

**FROM:** Cynthia Alvarado, CPM®, Operations Manager; Midtown Management District

**RE:** **Public Safety Committee Meetings for 2017**

The Public Safety Committee meeting of the Midtown Management District normally meets on the third Tuesday of each month, unless noted. The daytime meeting location is 410 Pierce Street, 3<sup>rd</sup> floor conference room, Houston, Texas 77002. **\*The evening meeting location is Central Bank Community Room 2217 Milam at Webster.** From time to time there are circumstances beyond our control, please call ahead, check our website calendar, or contact us to verify date and time.

Tuesday, January 17 <sup>th</sup> @ 11:30AM	Tuesday, July 18 <sup>th</sup> @ 11:30AM
Tuesday, February 21 <sup>st</sup> @ 11:30AM	Tuesday, August 15 <sup>th</sup> @ 11:30AM
Tuesday, March 21 <sup>st</sup> @ * 6:00PM	Tuesday, September 19 <sup>th</sup> * 6:00PM
Tuesday, April 18 <sup>th</sup> @ 11:30AM	Tuesday, October 17 <sup>th</sup> @ 11:30AM
Tuesday, May 16 <sup>th</sup> @ 11:30AM	Tuesday, November 21 <sup>st</sup> @ 11:30AM
Tuesday, June 20 <sup>th</sup> @ * 6:00PM	Tuesday, December 19 <sup>th</sup> @ 11:30AM

We also have Safety Programming in our park spaces. Check our Social Media, website calendar, Public Safety Alerts or eNews for those announcements. An agenda for each meeting will be sent out the week prior to each of these meetings. All meeting dates and times are posted on our web site. In the unlikely event that a special meeting is called notifications will be made.

**713.526.7577 for questions or to receive meeting agendas**