



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, June 7, 2017, at 11:00 a.m.** in the **3rd 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 May 3, 2017 Board meeting
 - b. Approve Financial Report for the Month of April 2017
 - c. Approve Payment of Invoices for May 2017
 - d. Approve Equi-Tax Report for May 2017
 - e. Ratify the Memorandum of Understanding with Houston First for Funding and Maintenance of Decorative Signage Improvements
 - f. Ratify the Letter of Support for 2019 Sister Cities of Houston International Conference
 - g. Ratify Variance Letters from the Urban Planning Committee
4. Review, discuss and take necessary action regarding the District's Fiscal Year 2016 Audit
5. Receive committee activity reports and review, discuss and take necessary action regarding the following, as appropriate:
 - a. Public Safety **Ben Robles, Chair**
 - i. Tableau Reporting
 - ii. Agreement for Security Coordinator Services
 - iii. Recommendations regarding S.E.A.L. Security Solutions LLC
 - b. Marketing **Debbie Tyler Dillard, Chair**
 - c. Service & Maintenance. **Darcy John Lefsrud, Chair**

- i. Agreement for Graffiti Abatement Services
 - d. Urban Planning **Allen Douglas, Chair**
 - i. Authorization consider and act on variance requests on behalf of the District
 - e. Cultural Arts & Entertainment. . . . **Eileen Morris, Chair**
 - i. Midtown Markets
 - f. Finance **Marylene Chan, Chair**
 - g. Nominations **Gary Noble, Chair**
 - i. Update regarding recommendations to fill Board Positions 10-17
 - h. Executive. **William Franks, Board Chair**
6. Report on Capital Projects of the Midtown Redevelopment Authority
7. 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 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.

8. Announcements

9. Next meeting date **Wednesday, July 5, 2017 at 11:00 a.m.**
Midtown Management District Offices
410 Pierce, Suite 355
Houston, TX 77002

10. 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.*

DIRECTORS – Please notify Sally Adame at 713-526-7577 if you are unable to attend.



midtown
HOUSTON

**MINUTES OF THE MIDTOWN MANAGEMENT DISTRICT
BOARD OF DIRECTORS MEETING**

May 3, 2017

The Board of Directors of the Midtown Management District held a meeting, open to the public, on Wednesday, May 3, 2017, at 6:00 p.m. in the meeting room of Central Bank, located at 2217 Milam St., Houston TX 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	Eileen J. Morris
Amar Mohite	Debbie Tyler Dillard
James Llamas	Dana Woodruff
Willie Coleman	Marylene Chan
Nancy J.W. Darst	William R. Franks
Diane Cervenka	Jesus Davila
Ben Robles	Gary Noble
Allen Douglas	Charles Washington
Jason West	

All of the above were present, except for Directors Mohite and Woodruff, thus constituting a quorum.

In addition, present at the meeting were Midtown Staff members Cynthia Alvarado, Kandi Schramm, Marlon Marshall, Amaris Salinas, Michelle Ashton, and David Thomas; Peggy Foreman of Burney & Foreman; Mechelle Phillips of One World Strategy Group, LLC.; Marcus Martinez and Tami Merrick of Page Architects; Sherry Weesner of Scenic Houston; Lucas Sardidge of Caydon; De Juana Williams of HCC; Andre Wagner of Councilmember Dwight Boykins's office; Eoles Whitaker II of Representative Coleman's office; Jill Nguyen of Central Bank; Sgt. Odell Haynes and Deputy Clopton of Precinct 7; S.E.A.L. Security Solutions, LLC officers Paul Reese and Jesse Sampson; along with Midtown Residents and visitors Ed Pettitt, Jim Honey, and Richard Gamez.

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

Chairman Franks called the meeting to order and welcomed everyone.

RECEIVE PUBLIC COMMENTS

Edward Pettitt, a resident of Third Ward, inquired about future plans for affordable housing and methods for engaging the community in the process. Chairman Franks responded that the Midtown Redevelopment Authority (MRA) has responsibility for affordable housing and is a separate organization. He encouraged Mr. Pettitt to attend their next meeting on Thursday, June 1, 2017 at 12:30 p.m. Kandi Schramm responded that he was welcome to attend the MRA Board Meeting and reminded everyone that all MRA meeting times are posted on the website.

Amaris Salinas of Midtown Parks Conservancy gave an overview of monthly Bagby Park events, including Wine Down and Yappy Hour and Midtown in Motion fitness series. She also announced the launch of Second

Sundays in Baldwin Park and Yappy Hour in Glover Park. Finally, she encouraged all to attend the upcoming Mother's Day Market on May 12, 2017 and the Father's Day Market to be held on June 9, 2017.

CONSENT AGENDA

- A. APPROVE MINUTES FOR THE FEBRUARY 1, 2017 BOARD MEETING**
- B. APPROVE MINUTES FOR THE MARCH 1, 2017 BOARD MEETING**
- C. APPROVE FINANCIAL REPORT FOR THE MONTH OF FEBRUARY 2017**
- D. APPROVE PAYMENT OF INVOICES FOR MARCH 2017**
- E. APPROVE EQUI-TAX REPORT FOR MARCH 2017**

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

REVIEW, DISCUSS AND TAKE NECESSARY ACTION REGARDING THE DISTRICT'S QUARTERLY INVESTMENT REPORT FOR THE PERIOD ENDING MARCH 31, 2017

Cynthia Alvarado reported that Midtown Management District's funds are invested in accordance with Public Funds Investment Act and the District's Investment Policy. She stated that the quarterly interest rate was .2617%, resulting in \$3,864.38 investment earned for the period ending March 31, 2017.

Chairman Noble made a motion to approve the investment report for the period ending March 31, 2017. The motion was seconded by Director Coleman 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 – Ben Robles, Chair

Director Robles introduced a summary report which compiled the data presented in the first three (3) months of incident reports provided by S.E.A.L. Security Solutions, LLC. Director Robles stated that approximately 90% of incidents reported by S.E.A.L. Security Solutions, LLC were quality of life issues, such as loitering, panhandling, soliciting, and trespassing. He was able to identify the day of the week, locations and the time period during which most of the incidents occurred. Director Robles presented several recommendations, including a dialogue with certain business and property owners where loitering occurs and asking S.E.A.L Security Solutions, LLC to have individual meeting with business and property owners to discuss ways to improve public safety in Midtown. Finally, he gave a brief report on the City of Houston's anti-panhandling campaign Director Davila asked if the Board can have S.E.A.L Security Solutions, LLC focus on the first three types of reported incidents since these accounted for 80% of all incidents. Director Davila encouraged the Public safety Committee and safety professionals to look at ecological and design factors that could impact safety. Director Noble asked the committee to consider what draws panhandlers to the Midtown area and consider addressing those factors. Finally, Director Douglas asked if the results could be skewed since S.E.A.L Security Solutions, LLC officers do not patrol under Interstate 69. Peggy Foreman responded that they in fact do patrol in the general area, but that they are limited in what they can do since the property under I-69 is owned by TxDOT.

Director Robles noted that the April 14, 2017 Coffee with a Cop event had a great turnout. He again thanked Central Bank for providing lunch for the event.

Cynthia Alvarado shared additional information about the Way Home app which provides a mechanism for citizens to give to help the homeless without giving directly to panhandlers.

Director Robles announced that the next meeting is scheduled for Tuesday, May 16, 2017 at 11:30 a.m.

i. AGREEMENT FOR SECURITY COORDINATOR SERVICES

Director Robles reported that three candidates have been interviewed for the Security Coordinator position, and he wants to move ahead with negotiating an agreement within the budgeted amount with the most experienced candidate, who has worked with HPD in various capacities. He explained that the hiring has been expedited because the Chair and Executive Committee would like to see the position be filled quickly in anticipation of the roll-out of the Citywide Homeless Outreach Initiative and the City's enforcement of certain recently enacted Ordinances, which will involve activity under Interstate 69. He stated that the new Security Coordinator will be responsible for coordinating all public safety efforts in Midtown, including working with all law enforcement agencies.

Director Coleman made a motion to authorize the Chair and Executive Director to move forward with negotiating and executing an agreement for a Security Coordinator within the budget for such services. The motion was seconded by Director Morris. Following all discussion, the motion carried by unanimous vote.

B. Marketing and Economic Development Committee– Debbie Tyler Dillard, Chair

Director Tyler-Dillard reported that the summer/fall issue of the newspaper will be available in July. She also shared that work is progressing on the Midtown Awards, which should be rolling out in the next few months. Director Tyler-Dillard stated that the Committee continues to take advantage of affordable advertising opportunities to promote Midtown. Finally, she announced that the Committee will hold joint quarterly meetings with the Cultural Arts and Entertainment Committee and that the next Committee meeting is scheduled for Wednesday, May 17, 2017 at 4:00 p.m.

C. Service and Maintenance Committee – Darcy Lefsrud, Chair

Director Lefsrud reported that Phase I of the sidewalk project has been successfully completed and that the Committee is moving forward with identifying locations for Phase II. He announced that the Glover Dog Park design for decomposed granite has been approved by the City, but that Midtown is adding a few design tweaks, such as benches and trees, and that project construction is expected to begin in the next 30–45 days. Director Lefsrud reported that the Committee has been looking at increasing the number of hours per month that the Graffiti Abatement Team works in Midtown to eliminate graffiti and would bring a recommendation to the Board at a future Board meeting. Finally, he reported that the Committee is still working on ways to acquire more trees and to pay for maintenance of additional trees. Director Lefsrud announced that the next Committee meeting is scheduled for Monday, May 15, 2017 at 3:30 p.m., and that a joint meeting with the Urban Planning Committee is being planned for June 2017.

D. Urban Planning Committee – J. Allen Douglas, Chair

Director Douglas reported that the BikeHouston-led ride was a success with approximately 50 people participating. He stated that the Committee is currently exploring future rides with BikeHouston. He also reported that unfortunately the April 2017 meeting with representatives of Plan Downtown was not well attended and constituted a missed opportunity to offer input. He stated that the Committee will explore ways to incentivize attendance to ensure this is not duplicated during the community meetings with Design Workshop to discuss the Midtown Strategic Plan. Director Douglas reported that Director Darst and Thomas Wang are still working on developing a business plan for a farmers market, potentially in partnership with Urban Harvest and Midtown Parks Conservancy. Director Douglas announced that TXDOT will hold an open forum at HCC about proposed changes to interstates in Houston on May 11, 2017 at 5:30 p.m., and encouraged all to attend since Midtown is

bounded on three sides by interstates. Finally, he invited all to the next Committee meeting on Thursday, May 17, 2017 at 4:00 p.m.

E. Cultural Arts and Entertainment – Eileen Morris, Chair

i. MIDTOWN MARKETS

Director Morris shared that the Mother’s Day Market and Father’s Day Market will occur in Bagby Park on Friday, May 12, 2017 and June 9, 2017, respectively from 11:00 a.m. – 7:00 p.m. She stated that both events will feature unique, affordable gifts and asked everyone to attend and help promote the events on social media.

ii. I-69 BRIDGE ARTWORK MAINTENANCE

Ms. Alvarado advised the Board that she participated in the Houston First Corridor Beautification Project last year, which included the artwork currently being installed on bridges over I-69. She introduced Sherry Weesner of Scenic Houston, who gave a brief presentation about the artwork being installed on eight (8) bridges on I-69, four (4) of which are in Midtown. Ms. Weesner stated that Houston First is asking Midtown Management District to help maintain the artwork on four (4) of the bridges for their expected lifespan, which is around five (5) to seven (7) years, by agreeing to reimburse Houston First for one-half (1/2) of the maintenance cost up to \$8,000 per year. Director Washington asked what happens to the art at the end of its useful life and Ms. Weesner responded that what happens would depend on the condition of the materials at that time, but that reinstallation in the community might be an option if it is still in good shape. Director Douglas expressed appreciation for the project. In response to questions from Director Chan, Ms. Alvarado stated that the current year’s maintenance obligation are expected to be small and could be paid out of the budgets of the Service and Maintenance Committee and the Cultural Arts and Entertainment Committee. Director Chan asked the Committee to work to develop guidelines for future funding requests. Director Washington agreed, and emphasized that public art helps connect communities and that this project will help advance Midtown’s reputation as a community committed to public art.

Director Darst made a motion to approve the maintenance agreement with Houston First for an annual amount not to exceed \$8,000.00. The motion was seconded by Director Washington. Following all discussion, the motion carried by unanimous vote.

F. Finance Committee – Marylene Chan, Chair

David Thomas reported that the audit is going smoothly. He stated that once he receives final comments to the Management Discussion and Analysis the Finance Committee will be review the draft prior to presentation by CRI at the June 2017 Board meeting. Director Chan reported the District is currently under budget and that that 96% of the assessment revenue has been collected. She requested that Committee Chairs submit their ideas for grant projects before the next Finance Committee meeting on Monday, May 22, 2017 at 4:00 p.m.

G. Nominations Committee – Gary Noble, Chair

i. RECOMMENDATIONS REGARDING BOARD POSITIONS 10-17

Director Noble reported that the terms for Board positions 10 – 17 are set to expire on June 1, 2017, however persons serving in those positions will continue to serve until they have been replaced by City Council. He reported that all persons currently serving in positions 10 – 17 are eligible for reappointment and that all but one has indicated a desire to be reappointed, resulting in one vacancy. He stated that the Committee was recommending the reappointment of persons currently serving and that the previously selected alternate, De Juana Williams being recommended to fill the soon to be vacant position.

Director Noble made a motion to approve the Committee's recommendation for reappointment of persons currently serving in Board positions 10, 11, 12, 13, 15 and 17 and the appointment of DeJuana Williams to position 14. The motion was seconded by Director Lefsrud and carried by unanimous vote.

Peggy Foreman explained that the recommendations and supporting documentation will be sent to the Mayor's office for review and subsequent consideration by City Council.

H. Executive Committee – William Franks, Chair

Chairman Franks reported that all matters discussed at the Executive Committee meeting have been presented during the meeting. He stated that the Executive Committee has been focused on the Mayor's plan to address homelessness and the audit. He thanked all the Board members and staff for their hard work on behalf of Midtown.

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

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

Midtown Park Project – The park contractor is focused on completing detail work. Substantial completion of the park is expected to occur in July 2017. The garage operator is on board and the garage currently open and available for daily use.

Caroline St. Project – The TXDoT contract has been conditionally awarded. The MRA Board is expected to approve the contract award and authorize payment to TxDOT at the June 2017 Board meeting, after which TxDOT will make the final contract award. AT&T is scheduled to complete moving of utilities by the end of August 2017 so that construction can begin in fall.

Holman St. Project – The project is substantially complete and is undergoing City of Houston and ADA Compliance inspections, which has led to updated signage requests.

Main St. Project – The contractor is currently working to resolve grading issues on the east side of the street. Work is expected to begin soon on the west side of the street.

Entry portals – The entry portal off I-45 is complete. The MRA is working with the City of Houston Parks and Recreation Department (HPARD) to adopt the esplanades before it can move forward with work on the portals at Webster Street, Gray Street, and I-69. Once the esplanade adoption is approved by the HPARD, the work should be completed in approximately 45 to 60 days.

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).**

The Board did not conduct an executive session at this meeting.

ANNOUNCEMENTS

Ms. Alvarado requested that old neckties be donated to her for decorations for the Father's Day Market.

NEXT MEETING DATE

The next Midtown Management District Board of Directors meeting will be held on Wednesday, June 7, 2017 at 11:00 a.m. at the Midtown Houston offices, 410 Pierce St., Houston, TX 77002.

ADJOURN

There being no other business, the meeting was adjourned.

PRESENTATION: PIERCE SKYPARK BY PAGE ARCHITECTS

Director Douglas shared that the Pierce Elevated, if not demolished, offers options to connect Midtown to greenways and other communities in Houston. He introduced Marcus Martinez and Tami Merrick of Page Architects who made a presentation on other opportunities for usage of the space, which included repurposing the Pierce Elevated into useful space retail or greenspace or a combination by building under, around, on top of, and thru the existing structure. They stated that the surrounding neighbor could experience significant economic impact by redeveloping the Pierce Elevated. Ms. Merrick stated that City Leaders appear open to the ideas presented provided they are economically viable. She asked that the Midtown Community express their support redevelopment of the Pierce Elevated to the Mayor and City Council and join with others working to moving the project forward.

Eileen J. Morris, Board Secretary

Date: _____

DRAFT

Midtown Management District
Sources and Uses of Funds
 January through April 2017

	Jan - Apr 17	Budget	\$ Over Budget
Sources of Funds			
400000 · Revenue - Assessments			
400085 · FY16 Assessment Revenue	2,187,909.67	2,086,924.00	100,985.67
400086 · FY15 Assessment Revenue	450.60	4,700.00	-4,249.40
400087 · FY14 Assessment Revenue	1,079.32	1,667.00	-587.68
400088 · FY13 Assessment Revenue	303.85	525.00	-221.15
400089 · FY12 Assessment Revenue	0.00	334.00	-334.00
400090 · FY11 Assessment Revenue	0.00	100.00	-100.00
400091 · FY10 Assessment Revenue	0.00	67.00	-67.00
400092 · FY09 Assessment Revenue	0.00	67.00	-67.00
400093 · FY08 Assessment Revenue	0.00	51.00	-51.00
400094 · FY07 Assessment Revenue	0.00	35.00	-35.00
400500 · Penalties & Interest	8,094.24	8,000.00	94.24
402400 · Over Payments (Overpayments)	21,620.41	16,000.00	5,620.41
402500 · Refunds/Assessment Adjustments	-20,051.80	-30,000.00	9,948.20
402510 · Collection Costs (Fees charged to MMD for collections)	-17,987.73	-14,000.00	-3,987.73
402511 · CAD Correctons	222.15	80.00	142.15
402512 · CAD Lawsuit Corrections	22,333.26	5,000.00	17,333.26
402600 · Assessment Collection Costs	2,607.23	3,800.00	-1,192.77
402610 · Court Costs	0.00	200.00	-200.00
400000 · Revenue - Assessments - Other	144.11	4,386.99	-4,242.88
Total 400000 · Revenue - Assessments	2,206,725.31	2,087,936.99	118,788.32
403000 · Other Income (Other Income)			
403100 · Booth and Events Fees (Booth and Events Fees)	4,300.00	5,500.00	-1,200.00
403105 · Application Fees (Non-Refundable Application Fees)	1,550.00	800.00	750.00
403110 · Event Sponsorship (Sponsorship of Events)	5,000.00	5,000.00	0.00
Total 403000 · Other Income (Other Income)	10,850.00	11,300.00	-450.00
404000 · Int Income (Invest Interest Earned)	4,738.95	500.00	4,238.95
406000 · Interest on CD (Interest earned on CD purchases)	655.04	400.00	255.04
Total	2,222,969.30	2,100,136.99	122,832.31
Total Sources	2,222,969.30	2,100,136.99	122,832.31
Uses of Funds			
500000 · Security and Public Safety			
501000 · Street Lighting - Electricity	84,460.00	84,460.00	0.00
502000 · Enhancement Public Safety (Public Safety)			
502011 · Harris County Precinct 7 (Harris County Precinct 7)	163,199.00	171,946.00	-8,747.00
502012 · S.E.A.L. Security Program (S.E.A.L. Security Program)	44,256.00	47,160.00	-2,904.00
502013 · PIT Program (PIT Program)	8,053.00	8,060.00	-7.00
Total 502000 · Enhancement Public Safety (Public Safety)	215,508.00	227,166.00	-11,658.00
507000 · Street Outage Survey	850.00	866.00	-16.00
509500 · Public Safety Parks Program	40.00	1,317.00	-1,277.00
509600 · Strategy and Implementation	1,000.00	1,000.00	0.00
509700 · Staffing (Allocated Staffing hours)	10,585.21	10,618.00	-32.79
500000 · Security and Public Safety - Other	10,000.00		

**Midtown Management District
Sources and Uses of Funds
January through April 2017**

	Jan - Apr 17	Budget	\$ Over Budget
Total 500000 · Security and Public Safety	322,443.21	325,427.00	-2,983.79
600000 · Marketing & Economic Developmen			
601000 · Media, Advertising & Promotion			
601003 · Event Partic/ Sponsoring	0.00	1,668.00	-1,668.00
601007 · Media, Advertising, & Promotion	1,250.00	1,668.00	-418.00
601000 · Media, Advertising & Promotion - Other	750.00	0.00	750.00
Total 601000 · Media, Advertising & Promotion	2,000.00	3,336.00	-1,336.00
602000 · Web-site Update & Maint.	121.95	1,664.00	-1,542.05
603004 · Resident/.Stake Holder Foc Cmmu	0.00	6,664.00	-6,664.00
603005 · Midtown Newspaper (Newspaper for Midtown Stakeholders and Residents)	7,532.00	15,000.00	-7,468.00
607000 · Midtown eNews	300.00	360.00	-60.00
608000 · Kiosk - media	0.00	500.00	-500.00
609600 · Marketing and Branding	1,000.00	1,000.00	0.00
609700 · Staffing (Allocated Staffing hours)	6,912.36	7,210.00	-297.64
Total 600000 · Marketing & Economic Developmen	17,866.31	35,734.00	-17,867.69
700000 · Urban Planning			
702600 · Implementation Projects (Implementation Projects)			
702601 · Corridor Planning & Restriping	500.00	0.00	500.00
Total 702600 · Implementation Projects (Implementation Projects)	500.00	0.00	500.00
706600 · Strategy Implementation	1,000.00	1,000.00	0.00
706700 · Staffing (Allocated Staffing hours)	5,967.86	6,260.00	-292.14
Total 700000 · Urban Planning	7,467.86	7,260.00	207.86
710000 · Cultural Arts & Entertainment			
710106 · Art in the Park			
Credit Card Charges (Credit Card Charges)	206.73		
710106 · Art in the Park - Other	25,176.09	30,000.00	-4,823.91
Total 710106 · Art in the Park	25,382.82	30,000.00	-4,617.18
710110 · Parks Programming	6,220.00	8,332.00	-2,112.00
710112 · Cultural Arts - Website	699.00		
710600 · Planning and Logistics	1,000.00	1,000.00	0.00
710700 · Staffing (Allocated Staffing hours)	15,151.38	15,168.00	-16.62
Total 710000 · Cultural Arts & Entertainment	48,453.20	54,500.00	-6,046.80
720000 · Service & Maintenance			
722000 · Midtown Parks			
722005 · Baldwin/Glover Park Maintenance			
722051 · Water	500.18	332.00	168.18
722052 · Electric	401.58	600.00	-198.42
722053 · Path Gravel	0.00	1,250.00	-1,250.00
722054 · Irrigation repair	1,751.85	750.00	1,001.85
722055 · Landscape Repairs	0.00	1,500.00	-1,500.00
722056 · Baldwin/Glover Landscape Contra (Monthly General Maintenance)	5,000.00	5,000.00	0.00
722057 · Park Lighting (Park Lighting)	0.00	1,875.00	-1,875.00
722058 · Dog Park Maintenance (Dog Park Maintenance)	0.00	750.00	-750.00
Total 722005 · Baldwin/Glover Park Maintenance	7,653.61	12,057.00	-4,403.39

**Midtown Management District
Sources and Uses of Funds
January through April 2017**

	Jan - Apr 17	Budget	\$ Over Budget
Total 722000 · Midtown Parks	7,653.61	12,057.00	-4,403.39
725000 · Midtown Field Service Prog			
725002 · Graffiti	640.00	1,600.00	-960.00
725003 · Supplies	0.00	200.00	-200.00
725004 · Storage	1,080.00	1,164.00	-84.00
725005 · Seasonal Planting PROW	0.00	2,500.00	-2,500.00
725007 · Tree Maintenance	0.00	9,228.00	-9,228.00
725008 · Landscaping/Tree Planting	0.00	4,000.00	-4,000.00
725009 · Pet Bags	1,079.88	1,000.00	79.88
725000 · Midtown Field Service Prog - Other	67,796.00	68,000.00	-204.00
Total 725000 · Midtown Field Service Prog	70,595.88	87,692.00	-17,096.12
726000 · Service Maintenance - Other			
726010 · SeeClickFix (SeeClickFix)	7,210.00	7,210.00	0.00
726100 · Legacy Maintenance	206,000.00	206,000.00	0.00
Total 726000 · Service Maintenance - Other	213,210.00	213,210.00	0.00
727000 · Implementation and Support	1,000.00	1,000.00	0.00
728000 · Staffing (Allocated Staffing hours)	18,538.90	18,344.00	194.90
Total 720000 · Service & Maintenance	310,998.39	332,303.00	-21,304.61
800000 · District Administration			
802000 · Legal Counsel	25,802.50	26,664.00	-861.50
802042 · Public Information Request (Public Information Request)	0.00	400.00	-400.00
803000 · Accounting & Auditing Expense	11,000.00	12,500.00	-1,500.00
806000 · General Operating/Admin. Exp.			
806004 · Bank Service Charge (bank service charge)	572.50	336.00	236.50
806005 · Gen. Operating/Admin. Expenses	379.57	336.00	43.57
806006 · District Cell Phone & Tablets	555.91	632.00	-76.09
Total 806000 · General Operating/Admin. Exp.	1,507.98	1,304.00	203.98
807000 · Board Meeting & Misc. Exp.			
807001 · Board/Committee Mtgs/Misc Exp	1,847.68	2,264.00	-416.32
Total 807000 · Board Meeting & Misc. Exp.	1,847.68	2,264.00	-416.32
Total 800000 · District Administration	40,158.16	43,132.00	-2,973.84
Total Uses	747,387.13	798,356.00	-50,968.87
Net Increase (/Decrease) for the Period	1,475,582.17	1,301,780.99	173,801.18

Midtown Management District
Balance Sheet
As of April 30, 2017

Apr 30, 17

ASSETS

Current Assets

Checking/Savings

10000 · Operating Funds

101001 · Chase Savings Account	10,375.15
101002 · PrimeWay FCU Acct# 1	113.05
101003 · PrimeWay FCU Acct# 7	2,068.60
101004 · PrimeWay FCU Acct MM #6	11,066.95
102001 · IBC Savings Acct 66033	1,958.09
102107 · IBC CD 4808	125,000.00
102203 · EastWest Bank Money Market#5359	116,022.65
102211 · EastWest Bank Savings Acct	1,059.76
106010 · Wells Fargo Assessment Acct	59,348.34
106020 · Wells Fargo Performance Saving	23,237.33
107000 · TexStar (Investment Account)	5,566.31
107500 · LOGIC (Investment Account)	<u>1,580,535.66</u>

Total 10000 · Operating Funds 1,936,351.89

10001 · Reserved Funds

102202 · EastWest Bank CD 5918 (Elgin Street PROW Capital Reser)	12,896.85
102204 · EastWest Bank CD1306 (Emergency Disaster Capital Rese)	103,290.04
105003 · Central Bank Money Market	5,758.97
105005 · CNTRL BNK CD 66000272	<u>226,832.52</u>

Total 10001 · Reserved Funds 348,778.38

10002 · Restricted Funds

101000 · Chase Operating Acct	<u>11,475.95</u>
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Total 10002 · Restricted Funds 11,475.95

Total Checking/Savings 2,296,606.22

Accounts Receivable

120000 · Assessments Receivable

120009 · Assesmts Recievable Current	151,305.59
120000 · Assessments Receivable - Other	<u>29,358.18</u>

Total 120000 · Assessments Receivable 180,663.77

Total Accounts Receivable 180,663.77

Other Current Assets

130500 · Prepaid Expense	<u>11,560.00</u>
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Total Other Current Assets 11,560.00

Total Current Assets 2,488,829.99

Other Assets

130501 · Other Misc Assets	<u>45,596.00</u>
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Total Other Assets 45,596.00

TOTAL ASSETS 2,534,425.99

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

Midtown Management District
Balance Sheet
As of April 30, 2017

	<u>Apr 30, 17</u>
200000 · Accounts Payable	131,000.65
Total Accounts Payable	<u>131,000.65</u>
Other Current Liabilities	
203000 · Other Accts Payable	247,000.00
205000 · Deferred Assessment Revenues	180,663.77
206000 · Accrued liability	84,460.00
207000 · Bal due to MRA from FTA Reimbur	8,444.00
Total Other Current Liabilities	<u>520,567.77</u>
Total Current Liabilities	<u>651,568.42</u>
Total Liabilities	651,568.42
Equity	
390000 · Fund Balance-Prior	413,563.62
Net Income	<u>1,469,293.95</u>
Total Equity	<u>1,882,857.57</u>
TOTAL LIABILITIES & EQUITY	<u><u>2,534,425.99</u></u>

DRAFT

Midtown Management District
Account Transaction Detailed by Account
As of June 7, 2017

Type	Date	Num	Name	Memo	Debit	Credit	Balance
June 2017							1,214.21
Bill Pmt - Check	05/25/2017	7029	MaxGray Productions, INC	2017 Mother's Day Market {Management Consulting Fees; security; Cleanup; Permits;Supplies}		4,725.00	-3,510.79
Bill Pmt - Check	05/25/2017	28662976	Reliant Energy	3118 AUSTIN ST {Glover Park} 4/07/2017 - 05/09/2017		28.77	-3,539.56
Bill Pmt - Check	05/30/2017	28662990	Reliant Energy	1701 ELGIN {Baldwin Park} 4/07/2017 - 05/09/2017		79.45	-3,619.01
Deposit	05/31/2017			Deposits	15,432.50		11,813.49
Bill Pmt - Check	06/01/2017	5GV7MBC1 QO4	AT&T	APR 2017-Account#287243366469 {2 TABLETS, LAPTOP AND ONE CELL PHONE}		196.66	11,616.83
Deposit	06/06/2017		Deposit	Transfer from LOGIC/Saving Account to Cover Expenses	170,000.00		181,616.83
Check	06/07/2017	7030	Linda C Boyd	2102 Louisiana ST 81 015 238 000 0001 TAX YEAR 2015 & 2016		335.40	181,281.43
Check	06/07/2017	7031	Chase Bank NA	2808 Chenevert St. 81 120 133 001 0007 TAX YEAR: 2015		414.24	180,867.19
Check	06/07/2017	7032	Tom Seabury	81 019 176 000 0001 3307 CRAWFORD STREET: TAX YEAR 2016		36.49	180,830.70
Check	06/07/2017	7033	Laura M Fisher	3119 AUSTIN STREET : 81 124 768 002 0006 TAX YEAR: 2016		56.38	180,774.32
Check	06/07/2017	7034	CORELOGIC'	VOID: OVERPAYMENTS {8 properties}	0.00		180,774.32
Check	06/07/2017	7035	Houston Recovery Center, LGC	Monthly Contribution to support PIT Program{ JUNE 2017}		2,013.25	178,761.07
Bill Pmt - Check	06/07/2017	7036	BRACEWELL LLP	051911.000001 For Service Throught APRIL 30, 2017 General Counsel		1,115.75	177,645.32
Bill Pmt - Check	06/07/2017	7037	Central Bank	MMD Public Safety Committing Eventing Meeting {June 20, 2017}		250.00	177,395.32
Bill Pmt - Check	06/07/2017	7038	Equi-Tax, Inc.	Monthly Fee per contract for Assessment Collection:--- JUNE 2017		1,936.62	175,458.70
Bill Pmt - Check	06/07/2017	7039	FastSigns Downtown	2017 Mother's Day Market 36' X 144' Banner		598.70	174,860.00
Bill Pmt - Check	06/07/2017	7040	Harris County Treasurer	Constable Services for JULY 2017		39,201.00	135,659.00
Bill Pmt - Check	06/07/2017	7041	Houston Bike Share	Baldwin Park Station		8,852.60	126,806.40
Bill Pmt - Check	06/07/2017	7042	HoustonPress	Content: Mother's Day Promo Email 5/4; Mother's Day Listing; Content: Mother's Day Promo Email 05/12		300.00	126,506.40
Bill Pmt - Check	06/07/2017	7043	Kwik Kopy	Father's Day Market: SIGNS {18X24} Poster and Mount; Marketing: Bumper Stickers FULL COLOR		259.00	126,247.40
Bill Pmt - Check	06/07/2017	7044	Metropolitan Landscape Management, Inc.	Field Maintenance Services in Midtown - MAY Services 17'		16,949.00	109,298.40
Bill Pmt - Check	06/07/2017	7045	Oakmont Maintenance & Rental	2017 ART IN THE PARK {Portable Restroom; Hand Washing Station;Delivery Fee}		345.00	108,953.40
Bill Pmt - Check	06/07/2017	7046	One World Strategy Group LLC	MAY 2017 - Monthly Contractual Agreement		1,250.00	107,703.40
Bill Pmt - Check	06/07/2017	7047	Perdue, Brandon, Fielder, Collins & Mott	APR 2017 - Professional Services rendered in the collection of delinquent taxes, penaltites and...		502.43	107,200.97
Bill Pmt - Check	06/07/2017	7048	Southwest Wholesale	Monthly Maintenance Agrmt Baldwin Park/Glover Park MAY 2017		1,250.00	105,950.97
Bill Pmt - Check	06/07/2017	7049	Squidz Ink Design	Website Hosting Midtown District: Annual Plan May 1 2017 {beginning date: May 1, 2013}		366.00	105,584.97
Bill Pmt - Check	06/07/2017	7050	The Tent Company, LLC	"2017 Mother's Day Market {Tents., Stages, Chairs, Labor Set-up/Take down, etc}		770.00	104,814.97
Bill Pmt - Check	06/07/2017	7051	MRA	Operating Expense Reimbursement JAN - MAR 2017		93,568.47	11,246.50
Check	06/07/2017	7052	CORELOGIC'	OVERPAYMENTS {8 properties}		2,318.87	8,927.63
Total 106010 · Wells Fargo Assessment Acct					185,432.50	177,719.08	8,927.63
Total 106000 · Wells Fargo Bank					185,432.50	177,719.08	8,927.63
TOTAL					185,432.50	177,719.08	8,927.63

**MIDTOWN MANAGEMENT DISTRICT
ASSESSMENT COLLECTION REPORT**

May 31, 2017

BILLING AND COLLECTION SUMMARY

FISCAL YEAR END

01/01/2017 TO 12/31/2017

YEAR	RATE	TOTAL LEVY	COLLECTIONS	RECEIVABLE	% COLLECTED
2016	0.1181	\$2,284,020.81	\$2,194,263.23	\$89,757.58	96%
2015	0.1181	\$1,983,386.20	\$1,964,161.31	\$19,224.89	99%
2014	0.1181	\$1,784,505.94	\$1,776,631.87	\$7,874.07	99%
2013	0.1181	\$1,563,555.15	\$1,558,634.96	\$4,920.19	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	\$554,694.31	\$74.42	99%
2000	0.1125	\$472,859.73	\$472,787.76	\$71.97	99%

Current Month Activity

Revenue:

	Current Month	Year to Date
2016 Assessment Collected	6,353.56	1,692,464.63
2015 Assessment Collected	411.90	862.50
2014 Assessment Collected	0.00	1,079.32
2013 Assessment Collected	0.00	303.85
2012 Assessment Collected	0.00	0.00
2011 Assessment Collected	0.00	0.00
2010 Assessment Collected	0.00	0.00
2009 Assessment Collected	0.00	0.00
2008 Assessment Collected	0.00	0.00
2007 Assessment Collected	0.00	0.00
2006 Assessment Collected	0.00	0.00
2005 Assessment Collected	0.00	0.00
2004 Assessment Collected	0.00	0.00
2003 Assessment Collected	0.00	0.00
2002 Assessment Collected	0.00	0.00
2001 Assessment Collected	0.00	0.00
2000 Assessment Collected	0.00	0.00
Miscellaneous Revenue	0.00	0.00
Penalty & Interest	838.89	8,933.13
Overpayments	92.87	21,713.28
Estimated Payment	0.00	0.00
CAD Corrections	0.00	222.15
CAD Lawsuit Corrections	0.00	22,333.26
Collection Fees	102.98	2,710.21
Court Costs	0.00	0.00
Total Revenue	7,800.20	1,750,622.33

Overpayments & CAD Refunds Presented	3,161.38	33,848.37
Overpayments Applied to Assessment	0.00	0.00

ASSESSED VALUE FOR 2016	1,933,955,521	UNCERTIFIED	0
ASSESSED VALUE FOR 2015	1,679,411,923	UNCERTIFIED	225,000
ASSESSED VALUE FOR 2014	1,511,618,605		
ASSESSED VALUE FOR 2013	1,323,924,342		
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

May 31, 2017

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
VR Calais Holdings Limited Partners	Multi-Family Units	68,000,000	80,308.00
2009 CPT Community Owner LLC	Multi-Family Units	66,497,840	78,533.95
AB Merion II Metro Midtown LLC	Multi-Family Units	54,981,775	64,933.48
Camden Property Trust	Multi-Family Units	54,772,061	64,685.80
3800 Main LLC	Multi-Family Units	52,533,328	62,041.86
4001 Fannin No 1A LTD	Multi-Family Units	50,637,000	59,802.30
McGowen Brazos Venture LTD	Multi-Family Units	49,986,743	59,034.34
CPT Community Owner LLC	Multi-Family Units	44,889,000	53,013.91
Sherman Way Midtown LLC ET AL	Multi-Family Units	44,238,912	52,246.16

TEN LARGEST DELINQUENT ACCOUNTS

PROPERTY OWNER	ASSESSMENT YEAR	
*MIDTOWN CENTRAL SQUARE LLC	2013 - 2016	26,806.88
*MIDTOWN SCOUTS SQUARE PROPERTY LP	2016	5,294.59
*JK FANNIN LLC	2016	5,042.87
*MIDTOWN SCOUTS SQUARE PROPERTY LP	2016	5,009.52
*2000 CRAWFORD MISSION INVESTORS LP	2016	4,678.33
MIDTOWN ASSEMBLAGE LTD	2016	3,078.99
WASHINGTON ROMANUEL L JR	2000 - 2014	2,884.42
512 DENNIS STREET CONDOS LLC	2016	2,041.80
HOUSTON COMMUNITY COLLEGE	2016	1,982.18
HOUSTON COMMUNITY COLLEGE	2016	1,982.18

**Account Deferred

* Pending HCAD Value Lawsuits

COLLECTION TREND PERCENTAGE

	TAX YEAR 2013	TAX YEAR 2014	TAX YEAR 2015	TAX YEAR 2016
January	77%	65%	73%	65%
February	94%	92%	93%	89%
March	95%	94%	96%	93%
April	96%	95%	96%	96%
May	96%	96%	97%	96%
June	97%	96%	97%	
July	97%	97%	97%	
August	97%	98%	98%	
September	98%	99%	98%	
October	98%	99%	98%	
November	98%	99%	98%	
December	98%	99%	99%	

**MIDTOWN MANAGEMENT DISTRICT
ASSESSMENT COLLECTION REPORT
May 31, 2017**

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	1,964,161.31	
2016	0.1181	1,842,697,000	2,176,225.16	2,067,413.90	2,194,263.23	
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	3,064,162.13		
2024	0.1181	2,867,659,000	3,386,705.28	3,217,370.02		
			27,058,984.61	25,706,035.38		2,570,603.54

MAXIMUM RATE .1500 PER \$100

EXEMPTIONS

EXEMPTION TYPE	NUMBER APPLIED	APPROVED AMOUNT	VALUE LOSS
Homestead	1286	20% (State Maximum)	80,431,560
Over 65	118	15,000	1,740,000
Disability	7	15,000	105,000
Disabled Veteran	10	Per Statute	487,356
Over 65 Detached Single Family	37	Totally Exempt	12,704,331

{midtown letterhead}

Stephen T. "Tim" Quigley, Jr.
Chairman of the Board
Sister Cities International
915 15th Street NW, 4th Floor
Washington, DC 20005

June 5, 2017

RE: Letter of Support Sister Cities International 2019 Conference

Dear Mr. Quigley:

On behalf of the Midtown Houston community we are in support of the initiative lead by Sister Cities of Houston, Visit Houston – Houston First Corporation, Greater Houston Partnership and supported by the City of Houston.

Friendly and supremely hospitable Houston is the place to bring the 2019 Sister Cities International Conference. Fresh from a world class Super Bowl and an NCAA Final Four, Houston is the logical choice for guests from any part of the world. This is a city that cooperates together effortlessly to engage with our mass transit, hoteliers, restaurant and nightlife options to create a seamless event. Our five State of Texas designated Cultural Arts Districts are ready to show guests what our dynamic arts scene is all about. People from every country have arrived to make Houston one of the most ethnically diverse cities in the United States. This has created an atmosphere of mutual respect and understanding that will prove welcoming to your delegates, no matter their origins.

We are confident that Houston will be a popular choice for your conference and a highly regarded destination. We would appreciate the opportunity to help fulfill your mission statement by helping to promote peace through mutual respect, understanding, and cooperation – one individual, one community at a time.

Sincerely,

Matt Thibodeaux
Executive Director
Midtown Management District
Houston, Texas



midtown
H O U S T O N

June 2017 Meeting and Event Schedule

**Service and Maintenance
Urban Planning**

Thursday, June 15th @ 4:00pm
MMD Office, 3rd floor conference room
410 Pierce, Houston TX 77002

**Cultural Arts and Entertainment
Marketing and Economic Development**

Tuesday, June 20th @ 3:00pm
Central Bank - Houston
2711 Milam, Houston TX 77002

Public Safety Committee

Tuesday, June 20th @ 6:00pm
Central Bank - Houston
2217 Milam, Houston TX 77002

Finance Committee

Monday, June 26th @ 4:00pm
MMD Office, 3rd floor conference room
410 Pierce, Houston TX 77002

Midtown Management District Board Meeting

Wednesday, July 5th @ 11:00am
MMD Office, 3rd floor conference room
410 Pierce, Houston TX 77002



Father's Day Market
Friday, June 9 from 11AM to 7PM
Bagby Park 415 Gray