



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 **Tuesday, September 12, 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 August 2, 2017 Board meeting
 - b. Approve Financial Report for the Month of July 2017
 - c. Approve Payment of Invoices for August 2017
 - d. Approve Equi-Tax Report for August 2017
 - e. Ratify annual renewal of Zapplication®
4. Review, discuss and take necessary action regarding the Investment Report for the period ending June 30, 2017.
5. Review, discuss and take necessary action regarding request to amend the Interlocal Agreement with the City of Houston.
6. Receive committee activity reports and review, discuss and take necessary action regarding the following, as appropriate:
 - a. Service & Maintenance. **Darcy John Lefsrud, Chair**
 - i. Request for additional funding for the Glover Park maintenance
 - b. Cultural Arts & Entertainment. . . . **Eileen Morris, Chair**
 - c. Marketing **Debbie Tyler Dillard, Chair**
 - d. Urban Planning **Allen Douglas, Chair**

- i. Ratify participation in the TXDOT Bike Counter Project
 - e. Finance**Marylene Chan, Chair**
 - i. Authorize transfer of funds from Public Safety to Services and Maintenance for Glover Park maintenance
 - ii. Update on FY 2018 Budget process
 - f. Nominations **Nancy Darst, Chair**
 - i. Update on filling Board vacancies
 - g. Public Safety **Ben Robles, Chair**
7. Report on Capital Projects of the Midtown Redevelopment Authority
- a. Midtown Park
 - b. Main Street
 - c. Holman Street
 - d. Entry Portals
 - e. Caroline Street

8. Announcements

9. Next meeting date

**Wednesday, October 6, 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

*****Please register prior to 11:00 a.m. if you would like to make public comments**

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 have begun the FY 2018 Budget Process at the committee level. We STRONGLY encourage all stakeholders to come and participate in this extremely important process for Midtown. We need your input!*



midtown
HOUSTON

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

August 2, 2017

The Board of Directors of the Midtown Management District held a regular meeting, open to the public, on Wednesday, August 2, 2017, at 6:00 p.m. in The Ensemble Theatre, located at 3535 Main 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
Ben Robles	Jesus Davila
Allen Douglas	Gary Noble
Jason West	Charles Washington

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

In addition, present at the meeting were Midtown Staff members Cynthia Alvarado, Michelle Ashton, Marlon Marshall, Vernon Williams, and Matt Thibodeaux; Peggy Foreman of Burney & Foreman; Mechelle Phillips of One World Strategy Group, LLC.; Eoles Whitaker II of Representative Garnet Coleman’s office; Sgt. Odell Haynes, Deputy Karen Jordan and Deputy Tanita Roe of Precinct 7 Constable’s office; Jesse Sampson and Paul Reese of S.E.A.L. Security Solutions, LLC.; André Wagner of Councilmember Dwight Boykins’ office; Ngam Nguyen of Councilmember Ellen Cohen’s office, Bert Baker of Central Bank Houston, Theola Petteway, Executive Director of OST/Alameda Redevelopment Authority (TIRZ #7); Gary Bernard, General Manager of 2016 Main, Gail Mebane of Harambee Gallery and Elia and Noah Quiles of UPART Studios and Midtown residents and guests, Thomas Wang, Robert Clark, Richard Greene, Lynda Guidry, Anderson Stouth, Oneigi Mims, Ernesto Hilbarrana Dan Lasell, Steven Hadley, Emma Alexander, Christopher Johnston, Karen Jacob, Gayle Fortson, Leo Kuzadinos, Mo Robinson, Art Smart, and Derek Shelton.

Cynthia Alvarado 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

Derek Shelton, a Midtown resident, thanked the Board members for their service on the Board. He expressed concern about the traffic on Heiner St. and Gray St. He stated that he had some low-cost solutions to traffic issues as well as some ideas to improve drainage, and pick-up of trash and dog waste that he would like to share with Board members following the meeting.

André Wagner brought greetings from Councilmember Boykins and extended the Councilmember's apology for not being able to attend personally. Mr. Wagner stated that the District D Council office is always available to respond to citizen's concerns.

CONSENT AGENDA

- A. APPROVE MINUTES FOR THE JULY 5, 2017 BOARD MEETING**
- B. APPROVE FINANCIAL REPORT FOR THE MONTH OF JUNE 2017**
- C. APPROVE PAYMENT OF INVOICES FOR JULY 2017**
- D. APPROVE EQUI-TAX REPORT FOR JULY 2017**
- E. RATIFY LETTER TO TXDOT**
- F. RATIFY THE RENEWAL OF THE DISTRICT'S INSURANCE POLICIES FOR 2017-2018**
- G. RATIFY INTERLOCAL AGREEMENT WITH THE CITY OF HOUSTON**

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

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

A. Service and Maintenance Committee – Darcy Lefsrud, Chair

Director Lefsrud reported that SeeClickFix has been a valuable tool to collect maintenance reports and the Committee has added categories to report light outages, overgrown trees that are blocking lights, along with a category to help identify new locations to plant additional trees. He stated that upgrades to Elizabeth Glover Park will continue this fall with improved drainage, new seating options, ground cover, and trees. He also shared that the Committee worked with the Midtown Redevelopment Authority to complete \$75,000 worth of sidewalk repairs/installations this past spring and summer, and plan to complete an additional \$25,000 worth of sidewalk repairs/installations this fall. Finally, he stated that seasonal planting, tree maintenance, and park maintenance will also continue.

Director Lefsrud encouraged all to submit their project ideas to the Committee, since the budgeting process has begun for FY 2018.

B. Cultural Arts and Entertainment Committee – Eileen Morris, Chair

Director Washington reported that the Committee hosted an annual town hall meeting in January 2017 with four other committees. He shared that the Committee participated in the Super Bowl's Game City Showcase in January 2017 and hosted the ninth (9th) annual Midtown Art in the Park in April 2017, which had the highest attendance of any previous Art in the Park events. He reported that the Committee also successfully hosted several pop-up markets throughout the year featuring local artists and vendors and announced that the next market is the Mistletoe Market which will be held in early November 2017.

Director Washington reported that the Committee continues to participate in the city-wide mini-mural project, with the latest mini-mural being installed on Louisiana St. at Holman St. He announced that the Committee will participate in the "Via Colori" festival for the first time in mid-November 2017 and has purchased ad space in the *Houston Press's* upcoming Cultural Arts Guide.

Director Washington invited all to attend the Committee meetings and share their ideas for cultural arts and entertainment projects.

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

Director Tyler-Dillard reported that in 2017, the Committee relaunched the community newspaper, renamed the *Midtown Buzz*, and that, to date, two editions have been printed and distributed throughout Houston. She also stated that the Committee will release a revised Cultural Arts and Entertainment Guide this fall. She reported that the Committee placed ads in various publications this spring, including *Houston Press*, *Modern Luxury*, and *Texas Monthly* and will continue to look for opportunities to advertise. Finally, she announced that the Committee launched the first annual Midtown Houston Awards and that nominations were collected via social media in June and voting occurred in July with over 400 votes cast. She stated that there will be an event announcing the winners this fall.

D. Urban Planning Committee – Allen Douglas, Chair

Director Douglas reported on the activities of the Urban Planning Committee. He stated that the Committee is currently helping to craft the Midtown Strategic Plan, which encompasses studies and proposals for the best use of public spaces in Midtown. He stated that as the Plan is developed there will be opportunities for community engagement and citizen input regarding the needs and wants for future development in Midtown. He further reported that the Committee funded a BCycle station in Elizabeth Baldwin Park and is helping to secure funding from other groups for additional BCycle stations in Midtown. Director Douglas also reported that the Committee sponsored a community bike ride in partnership with BikeHouston in April 2017, which had approximately 50 participants. He shared that a fall bike ride to explore the east side of the city is currently being planned.

Director Douglas shared that the Committee submitted a letter to the Texas Department of Transportation discussing the Board's concerns about the impact of the North Highway Improvement Project on Midtown. He reported that the Committee has also been reviewing and responding to variance request letters from the city's Planning Department. Finally, Director Douglas stated that the Committee is working to establish a farmer's market in Midtown in partnership with Urban Harvest and will be conducting a survey to gauge the community's interest in the project.

E. Finance and Budget Committee – Marylene Chan

Director Woodruff reported that the district's finances are in good shape and that the Finance Committee continues to review monthly spending by each Committee to ensure that such spending is within budget. She reported that the 2016 audit was completed and has been posted on the Midtown website. She stated that she was pleased to report that the district received a clean opinion from the auditors. Director Woodruff reported that as of early August, 97% of the 2016 assessment revenues have been collected. She stated that the various Committees are working on their Fiscal Year 2018 budgets and that the Board anticipates setting the 2017 rate of assessment at the October 2017 Board meeting.

F. Nominations Committee – Nancy Darst, Chair

Director Darst reported that the Committee is currently soliciting resumes to fill two (2) positions on the Board. She asked that anyone interested in serving on the Board please submit their resume to Cynthia Alvarado by Friday, August 11, 2017.

G. Public Safety Committee – Ben Robles, Chair

Director Robles reported that the Committee continues to work closely with the city on issues related to homelessness and substance abuse in Midtown. He stated that the Committee participated in the Mayor's "Real Change Not Spare Change" project, which encourages a more efficient and sustainable form of philanthropy by asking Midtown residents and others to take action by donating to or volunteering at the Houston Coalition for the Homeless. He reported on the interlocal agreement with the City of Houston pursuant to which, the district will provide personnel and equipment to assist the city in addressing sanitation and public health issues alongside roadways and underneath freeways in Midtown and surrounding areas.

Director Robles stated that the district continues to contract with Harris County for Precinct 7 Deputy Constables to provide additional law enforcement services in Midtown. He further reported that the district engaged S.E.A.L. Security Solutions, LLC., a private security firm, to assist with public safety efforts in Midtown. Director Robles stated that a part-time security coordinator was hired as of July 1, 2017 to serve as the district's liaison to the following agencies; Houston Police Department (South Central and Central Patrol Divisions), Homeless Outreach Team; Harris County Precinct 7 Constables' Office, S.E.A.L. Security Solutions, LLC., Metropolitan Transportation Authority Police Department, Houston Community College Police Department, and City of Houston Public Intoxication Transport Team/Sobering Center. He reported that the security coordinator will also assist the district in developing and implementing security, public safety, and crime prevention programs to publicize and increase awareness within the district regarding security and public safety issues.

Director Robles reported that there was a good turnout of Midtown business owners and residents at the recent Texas Alcoholic Beverage Commission hearing regarding Club Myst. He stated that the club owner did not show up and that the judge has 60 days to decide whether to renew the club's TABC permit. Director Robles stated that according to the judge, the club can legally operate for the next 60 days and that anyone experiencing concerns or issues with Club Myst should contact HPD or Precinct 7.

Director Robles encouraged all to attend the following events: Public Safety Committee meetings, Coffee with a Cop, PIP meetings, and National Night Out.

He reminded attendees that the SeeClickFix app is not the place to report noise concerns, trespassing, or other criminal activity and that all such concerns should be reported directly to law enforcement officials, either HPD or Precinct 7 or both.

Finally, Director Robles reported that the Committee distributes a monthly public safety blog on topics of importance and encouraged guests to please follow the Midtown Facebook page and sign-up to receive the weekly Midtown eNews.

MIDTOWN PARKS PROGRAMMING

Michelle Ashton stated that work continues daily to get Midtown Park ready for its grand opening this fall. She stated that Midtown Park will be an arts destination with three commissioned public art pieces, including the recently installed interactive sculpture. Ms. Ashton reported that in response to the community's requests, monthly programming has expanded from the four monthly events in Bagby Park and now includes a family-friendly event, "Second Sunday," in Elizabeth Baldwin Park and a monthly "Yappy Hour" in Elizabeth Glover Park. She stated that future events will include movie nights in Bagby Park and the second annual Mistletoe Market this November. She encouraged everyone to subscribe to the Midtown eNews list on the contact page of the website, follow Midtown on social media, and check the website calendars to stay informed about activities in Midtown. Ms. Ashton also suggested that everyone pick up a copy of the latest edition of the *Midtown Buzz* since it lists ongoing events, important contact information, and details about the progress of Midtown Park.

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 – Midtown Park is close to substantial completion, with work focusing on the signage, deck repair, and installation of playground equipment. He stated that inspections will begin in a few weeks and he anticipates that the Park will open to the public shortly thereafter.

Main St. – The "back of curb" improvements have started on the west side of Main St. and electrical and irrigation work has been completed on the east side of Main St.

Holman St. – Streetscape and road overlay is largely complete. Bike and parking signage is being updated and is expected to be complete in the next 30–45 days.

Entry portals – Still awaiting installation of permanent electricity by CenterPoint at the I-45/Bagby St. and at the Spur 527/Elgin St. entry portals.

Caroline St. – The construction kick-off meeting is scheduled for August 22, 2017 and construction is expected to begin shortly thereafter and last 15–18 months.

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

Chair Franks thanked the Board, staff, and community for their involvement in keeping Midtown on the cutting edge and encouraged attendees to continue to participate by attending Board and Committee meetings as well as other Midtown events.

NEXT MEETING DATE

The next Midtown Management District Board of Directors meeting will be held on Wednesday, September 6, 2017, at 11:00 a.m. at the Midtown offices, 410 Pierce St.

ADJOURN

There being no other business, the meeting was adjourned.

Eileen Morris
Board Secretary

Date

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

	Jan - Jul 17	Budget	\$ Over Budget
Sources of Funds			
400000 · Revenue - Assessments			
400085 · FY16 Assessment Revenue	2,209,788.21	2,241,587.00	-31,798.79
400086 · FY15 Assessment Revenue	316.76	8,225.00	-7,908.24
400087 · FY14 Assessment Revenue	1,079.32	2,917.00	-1,837.68
400088 · FY13 Assessment Revenue	303.85	919.00	-615.15
400089 · FY12 Assessment Revenue	0.00	584.00	-584.00
400090 · FY11 Assessment Revenue	0.00	175.00	-175.00
400091 · FY10 Assessment Revenue	0.00	117.00	-117.00
400092 · FY09 Assessment Revenue	0.00	116.00	-116.00
400093 · FY08 Assessment Revenue	0.00	89.00	-89.00
400094 · FY07 Assessment Revenue	0.00	60.00	-60.00
400500 · Penalties & Interest	11,827.29	14,000.00	-2,172.71
402400 · Over Payments (Overpayments)	22,631.64	28,000.00	-5,368.36
402500 · Refunds/Assessment Adjustments	-43,666.95	-52,500.00	8,833.05
402510 · Collection Costs (Fees charged to MMD for collections)	-24,470.28	-24,500.00	29.72
402511 · CAD Correctcons	222.15	140.00	82.15
402512 · CAD Lawsuit Corrections	28,033.09	15,000.00	13,033.09
402600 · Assessment Collection Costs	3,278.88	6,650.00	-3,371.12
402610 · Court Costs	0.00	350.00	-350.00
400000 · Revenue - Assessments - Other	-5,799.23	7,675.26	-13,474.49
Total 400000 · Revenue - Assessments	2,203,544.73	2,249,604.26	-46,059.53
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)	8,872.30	875.00	7,997.30
406000 · Interest on CD (Interest earned on CD purchases)	955.43	700.00	255.43
Total	2,224,222.46	2,262,479.26	-38,256.80
Total Sources	2,224,222.46	2,262,479.26	-38,256.80
Uses of Funds			
500000 · Security and Public Safety			
General	4.32		
501000 · Street Lighting - Electricity	126,583.29	147,805.00	-21,221.71
502000 · Enhancement Public Safety (Public Safety)			
502011 · Harris County Precinct 7 (Harris County Precinct 7)	280,802.00	293,077.00	-12,275.00
502012 · S.E.A.L. Security Program (S.E.A.L. Security Program)	78,112.00	82,530.00	-4,418.00
502013 · PIT Program (PIT Program)	14,092.75	14,105.00	-12.25
Total 502000 · Enhancement Public Safety (Public Safety)	373,006.75	389,712.00	-16,705.25
504000 · Security Coordinator	1,790.76		
505000 · Outreach & Social Services	10,000.00		
507000 · Street Outage Survey	1,700.00	1,732.00	-32.00

UNAUDITED FINANCIALS

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

508000 · Public Safety Light Program	3,600.00	3,600.00	0.00
509500 · Public Safety Parks Program	150.00	2,634.00	-2,484.00
509600 · Strategy and Implementation	1,750.00	1,750.00	0.00
509700 · Staffing (Allocated Staffing hours)	18,602.58	18,580.00	22.58
Total 500000 · Security and Public Safety	537,187.70	565,813.00	-28,625.30
600000 · Marketing & Economic Developmen			
601000 · Media, Advertising & Promotion			
601003 · Event Partic/ Sponsoring	0.00	2,501.00	-2,501.00
601007 · Media, Advertising, & Promotion	3,000.00	2,501.00	499.00
Total 601000 · Media, Advertising & Promotion	3,000.00	5,002.00	-2,002.00
602000 · Web-site Update & Maint.	487.95	2,915.00	-2,427.05
603004 · Resident/ Stake Holder Foc Cmmu	7,390.00	11,665.00	-4,275.00
603005 · Midtown Newspaper (Newspaper for Midtown Stakeholders and Residents)	8,311.00	15,000.00	-6,689.00
607000 · Midtown eNews	495.00	630.00	-135.00
608000 · Kiosk - media	0.00	875.00	-875.00
609600 · Marketing and Branding	1,750.00	1,750.00	0.00
609700 · Staffing (Allocated Staffing hours)	12,513.61	12,616.00	-102.39
Total 600000 · Marketing & Economic Developmen	33,947.56	50,453.00	-16,505.44
700000 · Urban Planning			
701010 · Bike Racks	8,992.54	9,000.00	-7.46
702500 · Planning Studies (Planning Studies)			
702501 · Street Design Guidelines (Updating 2014 Package)	0.00	10,000.00	-10,000.00
702502 · US59 Cap & Transit Oriented Dev (@US59 & Caroline/Austin)	0.00	35,000.00	-35,000.00
Total 702500 · Planning Studies (Planning Studies)	0.00	45,000.00	-45,000.00
702600 · Implementation Projects (Implementation Projects)			
702601 · Corridor Planning & Restriping	500.00	9,000.00	-8,500.00
702602 · Goodman Corp Study Metro Stops	0.00	4,800.00	-4,800.00
Total 702600 · Implementation Projects (Implementation Projects)	500.00	13,800.00	-13,300.00
706600 · Strategy Implementation	1,750.00	1,750.00	0.00
706700 · Staffing (Allocated Staffing hours)	10,792.68	10,955.00	-162.32
Total 700000 · Urban Planning	22,035.22	80,505.00	-58,469.78
710000 · Cultural Arts & Entertainment			
710102 · Art Project Sponsorships	2,500.00	0.00	2,500.00
710103 · Midtown Mural Project	0.00	5,000.00	-5,000.00
710106 · Art in the Park	26,558.20	30,000.00	-3,441.80
710108 · Special Events in Bagby Park	11,341.90		
710110 · Parks Programming	6,170.00	16,998.00	-10,828.00
710112 · Cultural Arts - Website	699.00		
710115 · Mini-Performing Arts Festival (Mini-Performing Arts Festival)	0.00	15,000.00	-15,000.00
710600 · Planning and Logistics	1,750.00	1,750.00	0.00
710700 · Staffing (Allocated Staffing hours)	26,627.23	26,544.00	83.23
Total 710000 · Cultural Arts & Entertainment	75,646.33	95,292.00	-19,645.67
720000 · Service & Maintenance			
722000 · Midtown Parks			
722005 · Baldwin/Glover Park Maintenance			

UNAUDITED FINANCIALS

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

722051 · Water	1,147.76	585.00	562.76
722052 · Electric	746.16	1,050.00	-303.84
722053 · Path Gravel	0.00	2,500.00	-2,500.00
722054 · Irrigation repair	1,751.85	1,500.00	251.85
722055 · Landscape Repairs	0.00	3,000.00	-3,000.00
722056 · Baldwin/Glover Landscape Contra (Monthly General Maintenance)	8,750.00	8,750.00	0.00
722057 · Park Lighting (Park Lighting)	2,791.70	3,750.00	-958.30
722058 · Dog Park Maintenance (Dog Park Maintenance)	0.00	1,500.00	-1,500.00
Total 722005 · Baldwin/Glover Park Maintenance	15,187.47	22,635.00	-7,447.53
Total 722000 · Midtown Parks	15,187.47	22,635.00	-7,447.53
725000 · Midtown Field Service Prog			
725002 · Graffiti	1,920.00	2,880.00	-960.00
725003 · Supplies	0.00	350.00	-350.00
725004 · Storage	1,890.00	2,040.00	-150.00
725005 · Seasonal Planting PROW	0.00	5,000.00	-5,000.00
725007 · Tree Maintenance	0.00	9,228.00	-9,228.00
725008 · Landscaping/Tree Planting	0.00	8,000.00	-8,000.00
725009 · Pet Bags	2,159.76	2,000.00	159.76
725000 · Midtown Field Service Prog - Other	118,643.00	119,000.00	-357.00
Total 725000 · Midtown Field Service Prog	124,612.76	148,498.00	-23,885.24
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	1,750.00	1,750.00	0.00
728000 · Staffing (Allocated Staffing hours)	30,278.94	32,096.00	-1,817.06
Total 720000 · Service & Maintenance	385,039.17	418,189.00	-33,149.83
800000 · District Administration			
802000 · Legal Counsel	47,191.06	46,665.00	526.06
802042 · Public Information Request (Public Information Request)	0.00	700.00	-700.00
803000 · Accounting & Auditing Expense	11,590.00	12,500.00	-910.00
804000 · Insurance Expense			
804003 · Director's & Officers Insurance (Director's & Officers Insurance)	3,592.00	4,168.00	-576.00
804004 · General Liability (General Liability)	9,236.00	10,000.00	-764.00
804005 · Insurance - other (Tax Bond, Property, Public Employee, Business Travel Accident, Peac	2,776.00	2,860.00	-84.00
Total 804000 · Insurance Expense	15,604.00	17,028.00	-1,424.00
806000 · General Operating/Admin. Exp.	2,123.58	2,276.00	-152.42
807000 · Board Meeting & Misc. Exp.	2,814.80	3,965.00	-1,150.20
809000 · Administration Expense (Reimbursements to MRA)	98,561.52	103,802.00	-5,240.48
Total 800000 · District Administration	177,884.96	186,936.00	-9,051.04
Total Uses	1,231,740.94	1,397,188.00	-165,447.06
Net Increase (/Decrease) for the Period	992,481.52	865,291.26	127,190.26

UNAUDITED FINANCIALS

**Midtown Management District
Balance Sheet
As of July 31, 2017**

Jul 31, 17

ASSETS

Current Assets

Checking/Savings

10000 · Operating Funds

101001 · Chase Savings Account	10,379.49
101002 · PrimeWay FCU Acct# 1	113.05
101003 · PrimeWay FCU Acct# 7	2,068.60
101004 · PrimeWay FCU Acct MM #6	11,070.65
102001 · IBC Savings Acct 66033	1,958.44
102107 · IBC CD 4808	125,000.00
102203 · EastWest Bank Money Market#5359	116,079.69
102211 · EastWest Bank Savings Acct	1,060.18
106010 · Wells Fargo Assessment Acct	9,109.76
106020 · Wells Fargo Performance Saving	15,741.33
107000 · TexStar (Investment Account)	5,578.49
107500 · LOGIC (Investment Account)	1,059,566.70

Total 10000 · Operating Funds 1,357,726.38

10001 · Reserved Funds

102202 · EastWest Bank CD 5918 (Elgin Street PROW Capital Reser)	12,903.19
102204 · EastWest Bank CD1306 (Emergency Disaster Capital Rese)	103,405.96
105003 · Central Bank Money Market	5,732.83
105005 · CNTRL BNK CD 66000272	227,010.92

Total 10001 · Reserved Funds 349,052.90

10002 · Restricted Funds

101000 · Chase Operating Acct	11,425.95
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Total 10002 · Restricted Funds 11,425.95

Total Checking/Savings 1,718,205.23

Accounts Receivable

120000 · Assessments Receivable

120009 · Assesmts Recievable Current	158,919.37
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Total 120000 · Assessments Receivable 158,919.37

Total Accounts Receivable 158,919.37

Other Current Assets

130500 · Prepaid Expense	1,350.00
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Total Other Current Assets 1,350.00

Total Current Assets 1,878,474.60

Other Assets

130501 · Other Misc Assets	48,916.00
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Total Other Assets 48,916.00

TOTAL ASSETS 1,927,390.60

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

UNAUDITED FINANCIALS

Midtown Management District
Balance Sheet
As of July 31, 2017

	<u>Jul 31, 17</u>
200000 · Accounts Payable	206,227.09
Total Accounts Payable	<u>206,227.09</u>
Other Current Liabilities	
205000 · Deferred Assessment Revenues	158,919.37
206000 · Accrued liability	147,805.00
207000 · Bal due to MRA from FTA Reimbur	8,394.00
Total Other Current Liabilities	<u>315,118.37</u>
Total Current Liabilities	<u>521,345.46</u>
Total Liabilities	521,345.46
Equity	
390000 · Fund Balance-Prior	413,563.62
Net Income	992,481.52
Total Equity	<u>1,406,045.14</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,927,390.60</u></u>

UNAUDITED FINANCIALS

Midtown Management District
Account Transaction Detailed by Account
As of September 12, 2017

Type	Date	Num	Name	Memo	Debit	Credit	Balance
SEPTEMBER 2017							5,462.00
						0.00	5,462.00
Check	08/08/2017	7149	Cynthia Alvarado	Expense Reimbursement		88.36	5,373.64
Bill Pmt - Check	08/09/2017	7150	The Ensemble Theatre	2017 Midtown Annual BOD Meeting: August 2, 2017		600.00	4,773.64
Check	08/09/2017	7148	The Ensemble Theatre	VOID: 2017 Midtown Annual BOD Meeting	0.00		4,773.64
Bill Pmt - Check	08/09/2017	R2CO3R82 R	AT&T	JULY 2017-Account#287243366469 {TABLETS, LAPTOP AND ONE CELL PHONE}		85.75	4,687.89
Bill Pmt - Check	08/21/2017	29511715	Reliant Energy	1701 ELGIN {Baldwin Park} 7/10/2017 - 08/08/2017		111.59	4,576.30
Bill Pmt - Check	08/21/2017	29511727	Reliant Energy	3118 AUSTIN ST {Glover Park} 7/10/2017 - 08/08/2017		28.15	4,548.15
Bill Pmt - Check	08/23/2017	7151	The Tent Company, LLC	"2017" Mistletoe Market {Red/White Vinyl Roll-16oz Blockout TENTS}		1,125.00	3,423.15
Deposit	08/31/2017			August Deposits	15,479.21		18,902.36
Bill Pmt - Check	09/05/2017	7152	Southwest Precision Printers, LP	500 Business Cards - Commications Supervisor		116.00	18,786.36
Bill Pmt - Check	09/05/2017	09052017	City of Houston- Water Dept.	3118 AUSTIN {Elizabeth GLOVER Park}		230.38	18,555.98
Deposit	09/12/2017		Deposit	Transfer from LOGIC/Saving Account to Cover Expenses	95,000.00		113,555.98
Check	09/12/2017	7163	CORELOGIC'	OVERPAYMENTS {3 properties}		1,223.03	112,332.95
Check	09/12/2017	7162	HOUSTON FIRE MUSEUM	REFUND: {2 properties}		539.19	111,793.76
Check	09/12/2017	7161	2009 CPT Community Owner LLC	81 127 457 001 0001 - 802 CLEVELAND STREET: TAX YEAR: 2016		4,747.62	107,046.14
Check	09/12/2017	7160	4001 FANNIN NO 1A LTD	81 121 112 001 0001 4001 FANNIN ST 282: TAX YEAR: 2016		8,901.20	98,144.94
Check	09/12/2017	7159	CAROLINE STREET REALTY INC.	81 019 085 000 0008 - 2820 CAROLINE STREET: TAX YEAR: 2016		98.91	98,046.03
Check	09/12/2017	7158	CAR 1 MOM LP	81 002 139 000 0011 - 1111 W GRAY STREET: TAX YEAR: 2016		25.12	98,020.91
Check	09/12/2017	7157	DUKE STREET PARTNERS LTD	81 002 156 000 0001 - 1310 GRAY STREET: TAX YEAR: 2016		457.57	97,563.34
Check	09/12/2017	7156	CLAYTON O. THOMAS	81 002 156 000 0007 - 2101 Caroline STREET: TAX YEAR: 2016		157.37	97,405.97
Check	09/12/2017	7155	Group 1 Realty Inc.	81 130 390 001 0001- {1305 GRAY} TAX YEAR: 2016		488.19	96,917.78
Check	09/12/2017	7154	Carolyn Rosenstock Ellis'	2101 SAN JACINTO ST 81 135 699 001 0001 TAX YEAR: 2016		959.57	95,958.21
Check	09/12/2017	7153	Houston Recovery Center, LGC	Monthly Contribution to support PIT Program{ AUGUST 2017}		2,013.25	93,944.96
Bill Pmt - Check	09/12/2017	7164	BIKEHOUSTON	Sponsorship {Bronze Level} BikeHouston Moonlight Ramble		2,500.00	91,444.96
Bill Pmt - Check	09/12/2017	7165	Equi-Tax, Inc.	Monthly Fee per contract for Assessment Collection:--- SEPTEMBER 2017		1,936.62	89,508.34
Bill Pmt - Check	09/12/2017	7166	Harris County Treasurer	Constable Services for OCTOBER 2017		39,201.00	50,307.34
Bill Pmt - Check	09/12/2017	7167	HoustonPress	Cultural Arts & Entertainment - FINE ART GUIDE - FULL PAGE		2,500.00	47,807.34
Bill Pmt - Check	09/12/2017	7168	Metropolitan Landscape Management, Inc.	Field Maintenance Services in Midtown - AUGUST Services 17'		16,949.00	30,858.34
Bill Pmt - Check	09/12/2017	7169	Minor Design Group, Inc.	Concept&Design: Summer 2017...Printing: MMD Newspaper {Qty: 15,000}		10,658.00	20,200.34

UNAUDITED FINANCIALS

**Midtown Management District
Account Transaction Detailed by Account
As of September 12, 2017**

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Bill Pmt - Check	09/12/2017	7170	One World Strategy Group LLC	AUG 2017 - Monthly Contractual Agreement		1,250.00	18,950.34
Bill Pmt - Check	09/12/2017	7171	Perdue, Brandon, Fielder, Collins & Mott	JULY 2017 - Professional Services rendered in the collection of delinquent taxes, penaltites a...		501.39	18,448.95
Bill Pmt - Check	09/12/2017	7172	SEAL Security Solutions LLC	Commissioned Security Offiicer w/Vehicle & K-9 {08/01/17-8/31/17}		11,008.00	7,440.95
Bill Pmt - Check	09/12/2017	7173	SIG/McDonald Wessendorff Insurance	Additional Premium - adding MRA on Auto		100.00	7,340.95
Bill Pmt - Check	09/12/2017	7174	smc Logistics, LLC	JULY 2017Streetlight and Park lights Report		425.00	6,915.95
Bill Pmt - Check	09/12/2017	7175	Southwest Wholesale	Monthly Maintenance Agrmt Baldwin Park/Glover Park AUGUST 2017		1,250.00	5,665.95
Bill Pmt - Check	09/12/2017	7176	BRACEWELL LLP	051911.000003 For Service Throught JULY 31, 2017, Meeting Services		75.37	5,590.58
Total 106010 · Wells Fargo Assessment Acct					110,479.21	110,350.63	5,590.58
Total 106000 · Wells Fargo Bank					110,479.21	110,350.63	5,590.58
TOTAL					110,479.21	110,350.63	5,590.58

UNAUDITED FINANCIALS

**MIDTOWN MANAGEMENT DISTRICT
ASSESSMENT COLLECTION REPORT**

August 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	\$2,258,821.36	\$2,203,965.89	\$54,855.47	98%
2015	0.1181	\$1,981,631.17	\$1,963,527.30	\$18,103.87	99%
2014	0.1181	\$1,784,505.94	\$1,776,857.01	\$7,648.93	99%
2013	0.1181	\$1,563,555.15	\$1,558,860.10	\$4,695.05	99%
2012	0.1181	\$1,451,155.01	\$1,450,188.22	\$966.79	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	-5,822.32	1,702,167.29
2015 Assessment Collected	-88.27	228.49
2014 Assessment Collected	225.14	1,304.46
2013 Assessment Collected	225.14	528.99
2012 Assessment Collected	180.11	180.11
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	2,363.42	14,190.71
Overpayments	266.15	22,897.79
Estimated Payment	0.00	0.00
CAD Corrections	539.19	761.34
CAD Lawsuit Corrections	15,835.55	43,868.64
Collection Fees	2,691.58	5,970.46
Court Costs	0.00	0.00
Total Revenue	16,415.69	1,792,098.28

Overpayments & CAD Refunds Presented	17,597.77	70,695.39
Overpayments Applied to Assessment	0.00	0.00

ASSESSED VALUE FOR 2016	1,912,618,145	UNCERTIFIED	0
ASSESSED VALUE FOR 2015	1,677,925,871	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

August 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
*MIDTOWN SCOUTS SQUARE PROPERTY LP	2016	5,009.52
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
TRE CONCRETE LLC	2014 - 2016	1,726.10
A & M AUTOHAUS	2016	1,659.31
E S B E C LLC	2015 - 2016	1,629.52

**Account Deferred

* Pending HCAD Value Lawsuits

COLLECTION TREND PERCENTAGE

	TAX YEAR	TAX YEAR	TAX YEAR	TAX YEAR
	2013	2014	2015	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%	97%
July	97%	97%	97%	97%
August	97%	98%	98%	98%
September	98%	99%	98%	
October	98%	99%	98%	
November	98%	99%	98%	
December	98%	99%	99%	

**MIDTOWN MANAGEMENT DISTRICT
ASSESSMENT COLLECTION REPORT
August 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	1,963,527.30	
2016	0.1181	1,842,697,000	2,176,225.16	2,067,413.90	2,203,965.89	
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
HOUSTON

August 22, 2017

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

Re: Investment Report – Quarter Ending June 30 2017

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 District, please find attached the 2nd Quarter Fiscal Year 2017 Investment Report.

These reports reflect compliance of the Investment Policies of the District, 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.

Kindest regards,

Matt Thibodeaux
Executive Director

CC: Carr, Riggs & Ingram (CRI)



August 22, 2017

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

Re: Investment Report – Quarter Ending June 30, 2017

Dear Board of Directors:

I have prepared the Quarterly Investment Report for the 2nd Quarter FY2017 in my capacity as Accounting Manager. This report is presented in accordance with generally accepted accounting principals and Article III, Section 3.03 and Article IV, Section 4.06 of the Investment Policy of the District and will be reviewed as part of the annual audit.

The average interest rate on all accounts this quarter is 0.29795%. The amount of interest earned for the quarter was \$ 4,643.81. The report reflects the compliance of your investment portfolio with the Investment Policies of the District, 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 Manager

CC: Carr, Riggs & Ingram (CRI)



**MIDTOWN MANAGEMENT DISTRICT
INVESTMENT REPORT
FY 2017 QUARTER ENDING (APR MAY JUN)**

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					
ACCUMULATED INTEREST											
CHASE BANK											
CHASE OPERATING			11,525.95	11,525.95	574,442.00	574,342.00	-	-	11,425.95	11,425.95	
CHASE BANK SAVINGS			10,374.12	10,374.12		3.78	3.78	6.29	10,377.90	10,377.90	0.1467%
PRIMEWAY FEDERAL CREDIT UNION											
PFCU #1			113.05	113.05					113.05	113.05	
PFCU #7			2,068.60	2,068.60					2,068.60	2,068.60	
PFCU #6			11,066.95	11,066.95		2.76	2.76	5.49	11,069.71	11,069.71	0.1000%
IBC											
IBC SAVINGS 6033			1,958.09	1,958.09		0.35	0.35	250.14	1,958.44	1,958.44	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					125,000.00	125,000.00	0.2000%
EASTWEST (METRO) BANK											
EastWest Bank:102201 - CD 5915			0.00	0.00					-	-	
EastWest Bank:102202 - CD 5918	09/12/15	10/09/17	12,894.98	12,894.98		6.08	6.08	10.69	12,901.06	12,901.06	0.1950%
EastWest Bank:102203 - Money Market			116,004.05	116,004.05		56.41	56.41	112.17	116,060.46	116,060.46	0.2000%
EastWest Bank:102204 - CD 1306	09/23/15	09/16/17	103,252.27	103,252.27		114.61	114.61	227.65	103,366.88	103,366.88	0.4450%
EastWest Bank:102211 - Metro Savings cct			1,059.76	1,059.76		0.42	0.42	0.84	1,060.18	1,060.18	0.1600%
CENTRAL BANK											
Central Bank CD 0272	04/15/15	07/03/17	226,778.16	226,778.16		232.76	232.76	426.20	227,010.92	227,010.92	0.3500%
Central Bank Money Market 4691			5,768.02	5,768.02	30.00	3.35	3.35	6.20	5,741.37	5,741.37	0.2333%
WELLS FARGO											
WELLS FARGO Checking			40,158.91	40,158.91	412,220.52	390,510.77	14.93	78.89	18,449.16	18,449.16	0.0900%
Wells Fargo Savings Account			23,235.42	23,235.42	7,500.00	4.61	4.61	10.11	15,740.03	15,740.03	0.1000%
TexSTAR Money Market	Various	N/A	5,563.02	5,563.02		10.80	10.80	18.62	5,573.82	5,573.82	0.7769%
LOGIC	09/01/16	N/A	1,679,127.41	1,679,127.41	280,000.00	49,192.95	4,192.95	7,349.76	1,448,320.36	1,448,320.36	1.0944%
TOTAL INVESTMENTS			2,375,948.76	2,375,948.76	1,274,192.52	1,014,481.65	4,643.81	8,503.25	2,116,237.89	2,116,237.89	