



midtown
HOUSTON

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

March 7, 2018

The Board of Directors of the Midtown Management District held a regular meeting, open to the public, on Wednesday, March 7, 2018, at 11:00 a.m. in the third floor conference room of Midtown Management District, located at 410 Pierce 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:

Pos. 1	Darcy John Lefsrud	Pos. 10	Eileen J. Morris
Pos. 2	Vacant	Pos. 11	Debbie Tyler Dillard
Pos. 3	Amar Mohite	Pos. 12	Dana Woodruff
Pos. 4	James Llamas	Pos. 13	Marylene Chan
Pos. 5	Willie H. Coleman	Pos. 14	Christopher Johnston
Pos. 6	Nancy J.W. Darst	Pos. 15	Herbert Baker
Pos. 7	Julie Tilton	Pos. 16	Gary Noble
Pos. 8	Ben Robles	Pos. 17	Charles Washington
Pos. 9	J. Allen Douglas		

All of the above were present minus Directors Llamas, Robles, Morris, and Washington, thus constituting a quorum.

In addition, present at the meeting were Midtown Staff members Mark Leija, Michelle Ashton, David Thomas, Marlon Marshall, Kandi Schramm, Matt Thibodeaux, Mechelle Phillips, and Cynthia Alvarado; Peggy Foreman of Burney & Foreman; Clark Lord of Bracewell; Jesse Sampson and John Self of S.E.A.L. Security Solutions, LLC; Sgt. Odell Haynes of Precinct 7; and Midtown residents Derek Shelton and Dan Barnum.

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

Chair Coleman called the meeting to order and welcomed everyone.

RECEIVE PUBLIC COMMENTS

Derek Shelton stated that would like an update on the Bagby St. traffic study and who is involved in the City so he can contact them. He also thanked the Board for the activity in Bagby Park during the holidays. Chairman Coleman asked staff to meet with Mr. Shelton after the meeting to discuss his concerns.

CONSENT AGENDA

- A. APPROVE MINUTES FOR THE FEBRUARY 7, 2018 BOARD MEETING;**
- B. APPROVE FINANCIAL REPORT FOR THE MONTH OF JANUARY 2018;**
- C. APPROVE PAYMENT OF INVOICES FOR FEBRUARY 2018;**
- D. APPROVE EQUI-TAX REPORT FOR FEBRUARY 2018**

Cynthia Alvarado stated that revised Board minutes were in the packets. Director Woodruff made a motion to approve the consent agenda. The motion was seconded by Director Tyler Dillard 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 improvements and repairs have begun at Elizabeth Glover Park. He also stated that tree trimming has begun to help improve lighting in the area and that the Committee will receive a map with locations of trees trimmed.

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

Ms. Alvarado reported that they are in the final stages of planning Art in the Park on Saturday, April 7, 2018 in Elizabeth Baldwin Park. It will include dozens of artists, live performances, food trucks, activities, and a bike valet. She shared that they are also working on planning Mother's Day and Father's Day Markets for this spring. Director Noble asked if Art in the Park would move to Midtown Park and Ms. Alvarado replied that she is not sure.

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

Director Tyler-Dillard reported that the Committee is always looking for advertising opportunities and will be reviewing a proposal from One World that combines several marketing budgets. She also asked for recommendations for *Midtown Buzz* articles from the Board. Michelle Ashton stated that the development of the Midtown app has progressed and should be available on iPhones in the next week, with a goal of releasing it to the public by the end of March. An Android app will follow. Director Tyler-Dillard invited everyone to attend the next Committee meeting on Wednesday, March 21, 2018 at 4:00 p.m.

D. Urban Planning Committee – Allen Douglas, Chair

Director Douglas reported that the Committee discussed the City's Walkable Places Pilot Project and is waiting to hear about the next steps from the City. Marlon Marshall stated that data Walter P. Moore collected for the Bagby St. and Pierce St. traffic study has been shared with the City. The data showed that a signal is warranted at the intersection. Director Douglas also shared that a candidate was interviewed to manage the farmer's market so the Committee is now looking at its funding. He stated that the Committee is working with BikeHouston to confirm a ride on Sunday, April 22, 2018 that would look at graffiti in the community. He reported that the public workshop for the strategic plan with Design Workshop was well attended and presented a compelling vision for the community, including the Wheeler Cap Park. He invited all to the next Committee meeting on Thursday, March 15, 2018 at 4:00 p.m.

E. Finance and Budget Committee – Marylene Chan

Director Chan reported that the budget is on target and 92% of revenues have been collected

i. CONSIDER REMOVAL OF RESTRICTION ON CERTAIN FUNDS AT EAST WEST BANK

David Thomas shared that the Committee took a holistic look at the bank accounts and the Committee is asking to remove restrictions on \$12,000 in funds at East West Bank that are restricted to Elgin St. Right Of Way Improvements. They will remain in a reserve account. Director Woodruff made a motion to remove restrictions on Elgin Street ROW Improvement funds at the East West Bank. The motion was seconded by Director Johnston and carried by unanimous vote.

F. Nominations Committee – Nancy Darst, Chair

Director Darst announced that they are seeking nominations for the vacant position and have asked apartments specifically for recommendations.

G. Public Safety Committee – Ben Robles, Chair

i. REPORT FROM SECURITY COORDINATOR, MARK LEIJA

Mark Leija reported that the PIT team’s hours have been expanded to 9am-7pm on the weekends. He also stated that he had a constructive meeting regarding noise complaints from a local business. He further shared that the additional S.E.A.L. Security, LLC officer had been added to the night shift. Chair Coleman asked if we have complete 24 hour coverage and Ms. Alvarado stated that it is close. Chair Coleman reminded all that HPD is always in the community. Director Douglas asked for more information about HPD sweeps on Gray St. and Matt Thibodeaux responded that it was in response to a visit by the Mayor. Director Woodruff asked for printed reports from the Public Safety Committee that included data trends on crime in Midtown Houston and Ms. Alvarado responded that she can bring them to the Board meetings. Directors Noble and Mohite stated that they believe Midtown should be proactively communicating the public safety story to the public. Ms. Alvarado shared that the next Committee meeting is Tuesday, March 20, 2018 at 6:00 p.m. at Central Bank.

H. Executive Committee – Willie H. Coleman, Chair

Director Coleman stated that the Committees have been busy with the previously discussed items and thanked everyone for their hard work on behalf of Midtown.

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

Mr. Marshall gave the following report on the status of the current Midtown Redevelopment Authority capital improvement projects:

Midtown Park: The Park Contractors are focusing on Travis St. streetscape near Camden and utility connections for the Front 90 Plaza area. They recently completed work for Dixie Friend Gay’s mosaic installation at the Anita St. entrance.

Main St.: Improvements behind the curb are ongoing; work in the street has stopped because METRO is not providing flaggers during Rodeo. Next month power will be installed in the decorative lighting at intersections.

Caroline St.: There was a meeting with CenterPoint on site to discuss the issue of the underground utilities’ alignment with poles on street. If they need to brace poles it would take at least six weeks and relocation would take at least 10-12 weeks. The design team is looking at alternatives, like realigning the utilities, and working with the City and TxDOT to find a solution. Director Tyler Dillard asked about the waterline project on Milam St. and Mr. Marshall responded that it will take 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 convene in executive session.

ANNOUNCEMENTS


There were no announcements. The Board observed a moment of silence for the passing of Councilmember Larry Green.

NEXT MEETING DATE

The next Midtown Management District Board of Directors meeting will be held on Wednesday, April 4, 2018 at 11:00 a.m. in the Midtown Management District offices, 410 Pierce Street, Houston, Texas 77002

ADJOURN

There being no other business, the meeting was adjourned.



Eileen Morris
Board Secretary

4/4/18

Date