



**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, August 1, 2018 at 6:00 p.m. in The Dave Ward Building – Crime Stoppers of Houston, located at 3001 Main Street, 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 July 11, 2018 Board meeting;
  - b. Approve Financial Report for the Month of June 2018;
  - c. Approve Payment of Invoices for July 2018;
  - d. Approve Equi-Tax Report for July 2018;
4. Review, discuss and take necessary action regarding a Resolution Waiving the Automatic Resignation of Director Amar Mohite
5. Receive Committee Accomplishment Reports and review, discuss and take necessary action regarding the following, as appropriate:
  - a. Service & Maintenance. . . . . **Darcy John Lefsrud, Chair**
  - b. Cultural Arts & Entertainment. . . . **Eileen Morris, Chair**
  - c. Marketing . . . . . **Debbie Tyler Dillard, Chair**
  - d. Urban Planning . . . . . **J. Allen Douglas, Chair**
  - e. Finance . . . . . **Dana Woodruff, Chair**
  - f. Nominations . . . . . **Nancy Darst, Chair**
  - g. Public Safety . . . . . **Willie H. Coleman, Interim Chair**

6. Report from Midtown Parks Conservancy
7. Report on Capital Projects of the Midtown Redevelopment Authority
8. Announcements
9. Next meeting date      **Midtown Management District  
Wednesday, September 5, 2018 at 11:00 a.m.  
Midtown Management District Offices  
410 Pierce, 3rd floor conference room  
Houston, TX 77002**
10. Presentation: Marilyn Brown, President & CEO - Coalition for the Homeless
11. Adjourn

SEAL



*Willie H. Coleman*

**Willie H. Coleman, Chair**  
Midtown Management District Board of Directors

**\*\*\*If you would like to make public comments, please register prior to 6:00 p.m. Registration sign in sheets for those making public comments will be picked up promptly at 6:00 p.m. Click [here](#) to view the Public Comments Policy**

**NOTE: We have begun FY 2019 Budget development at the committee level. We STRONGLY encourage all stakeholders to come and participate in this extremely important process for Midtown. We need your input!**

**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.



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

July 11, 2018

The Board of Directors of the Midtown Management District held a regular meeting, open to the public, on Wednesday, July 11, 2018, at 11:00 a.m. in the 3<sup>rd</sup> Floor Conference Room of the Midtown Management District's offices, located at 410 Pierce, 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	Vacant	Pos. 17	Charles Washington
Pos. 9	J. Allen Douglas		

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

In addition, present at the meeting were Midtown Staff members Matt Thibodeaux, Kandi Schramm, Cynthia Alvarado, Mechelle Phillips, Vernon Williams, Marlon Marshall, Mark Sullivan, David Thomas and Mark Leija; Peggy Foreman of Burney & Foreman; Clark Lord of Bracewell; Jesse Sampson and Rasiel Limonta of S.E.A.L. Security Solutions; Barry Goodman of The Goodman Corporation; and Midtown residents Scott Harbers.

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**

There were no public comments

**APPROVE BOND, OATH AND SWORN STATEMENT FOR NEW BOARD MEMBERS APPOINTED TO POSTIONS 2 & 8**

Director Darst introduced newly appointed Board Members, Gloria Haney and Kristin Pope. Kandi Schramm administered the Oath of Office to Gloria Haney (Position 2) and Kristin Pope (Position 8).

Director Noble made a motion to approve the Bond, Oath and Sworn Statement of Gloria Haney and Kristin Pope. The motion was seconded by Director Woodruff and carried by unanimous vote.

**CONSENT AGENDA**

- A. APPROVE MINUTES FOR THE JUNE 6, 2018 BOARD MEETING**
- B. APPROVE FINANCIAL REPORT FOR THE MONTH OF MAY 2018**
- C. APPROVE PAYMENT OF INVOICES FOR JUNE 2018**
- D. APPROVE EQUI-TAX REPORT FOR JUNE 2018**
- E. APPROVE ANNUAL INSURANCE RENEWAL**

Director Baker made a motion to approve the consent agenda. The motion was seconded by Director Noble and carried by unanimous vote.

**REVIEW, DISCUSS AND TAKE NECESSARY ACTION REGARDING A JOINT RESOLUTION BY THE MIDTOWN MANAGEMENT DISTRICT AND THE MIDTOWN REDEVELOPMENT AUTHORITY AUTHORIZING THE FILING OF APPLICATION RELATED TO MULTI-MODAL IMPROVEMENTS ALONG ALABAMA STREET AND CRAWFORD STREET FOR DISCRETIONARY TRANSPORTATION FUNDING WITH THE HOUSTON-GALVESTON AREA COUNCIL.**

Barry Goodman of the Goodman Corporation presented the Joint Resolution by the Midtown Management District and the Midtown Redevelopment Authority Authorizing the Filing of Application Related to Multi-Modal Improvements along Alabama Street and Crawford Street for Discretionary Transportation Funding with the Houston-Galveston Area Council. Mr. Goodman advised the Board that the Midtown Redevelopment Authority (the "Authority") had approved the Resolution at its June 2018 Board of Directors meeting. . Director Llamas made a motion to approve the Resolution as presented. The motion was seconded by Director Chan 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 were completed at Elizabeth Glover Park. He stated that the Committee has received requests from residents to install a dog water fountain in Glover Park, which the Committee is currently considering. Director Darcy reminded the Board that the Tree Trimming Project is complete and that the committee is working with a current District contractor, SMC

Logistics, to complete a District-wide survey to identify areas in the District that need additional lighting. Once the survey is complete, the Committee will review the survey results and work with the Authority and/or the City to get additional lighting installed.

Director Lefsrud announced that the District received notification that the East End Management District was increasing its hourly fees by \$5 per hour. She reminded the Board that the current Graffiti Abatement Contract is an evergreen contract which was entered into in June of 2008 and that there has not been an increase in the hourly rate. He stated that the Committee is recommending approval of the increase in the hourly rate from \$80 to \$85 per hour.

Director Lefsrud made a motion to approve the increase from \$80 to \$85 per hour for Graffiti Abatement Services and authorized the Staff and attorneys to take appropriate action as required with respect to the Graffiti Abatement Contract to make the increase effective. Director Baker seconded the motion which carried by unanimous vote.

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

Director Morris reported that the Cultural Arts and Entertainment Committee held a combined meeting with the Marketing and Economic Development Committee on June 20, 2018. She reported that planning for the Mistletoe Market is underway and that approximately 40 vendors have been confirmed for the event, which will be held on November 16-17, 2018. Director Morris stated that the number of confirmed vendors is larger than last year and that this will be the first year that one day of the two day event will be held in the evening and encouraged all to make plans to attend the Mistletoe Market on Friday, November 16<sup>th</sup> and Saturday, November 17<sup>th</sup>.

Cynthia Alvarado reported that the contract has been executed for use of the Café grant management software system. She stated that the Staff is working with Café to finalize payment and to schedule a training seminar for two Midtown Staff persons.

Director Morris announced that the next meeting will also be a combined meeting with the Marketing and Economic Development Committee on Wednesday, July 18, 2018, starting at 3:30 p.m. in the Midtown offices.

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

Director Tyler-Dillard announced that the Android version of the Midtown App has been launched and is available for public use. She reminded everyone that the link for the Android version of the Midtown App could be found in the Thursday edition of the Midtown eNews or in the Google Play Store. She reported that the Committee discussed various projects for inclusion in its 2019 budget requests and will be working on getting more information regarding the potential projects before finalizing its 2019 budget requests.

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

Director Llamas reported that the Midtown Farmers Market Manager, Adrian de la Cerda, gave an update regarding the Midtown Farmers Market and presented a

proposed budget, a potential vendors list and site plan for the market, which is currently scheduled to open on August 4, 2018.

**E. Finance and Budget Committee – Dana Woodruff, Chair**

Director Woodruff reported that the 2017 Audit has been posted to the midtownhouston.com website. She reported that collection of assessment revenues for FY 2018 is slightly ahead of collections in previous years at the same point in time and that expenditures are within budget. Director Woodruff announced that the budget process will begin soon and asked Committee Chairs to begin the work of identifying project priorities for FY 2019.

**F. Nominations Committee – Nancy Darst, Chair**

Director Darst reported that, Ms. Alvarado conducted an orientation with new Board Members, Gloria Haney and Kristin Pope, on June 22, 2018.

**G. Public Safety Committee – Willie Coleman, Interim Chair**

**i. REPORT FROM SECURITY COORDINATOR, MARK LEIJA**

Mark Leija reported that he and Ms. Alvarado met with the staff of Houston Center for Contemporary Craft regarding their concerns about vagrancy and general safety in the area surrounding their property. The Security Coordinator conducted a Crime Prevention Through Environmental Design survey of the property and offered suggestions for improvements.

Mr. Leija offered guidance to the residential owners of Chenevert Terrace HOA regarding a private parking issue.

Mr. Leija convened a meeting of the various Law Enforcement agencies working in Midtown, including the SEAL Security Team, to discuss public safety issues in Midtown. He reported that the meeting was well attended, informative and productive with open and frank discussions of actions being taken and to be taken to help enhance public safety in Midtown, including an a number of Houston Police Department initiatives that were currently underway in Midtown to address public safety concerns.

**H. Executive Committee – Willie H. Coleman, Chair**

Director Coleman stated that matters discussed at the Executive Committee meeting have been presented in conjunction with each of the Committee reports already given. He acknowledged the work of each Committee and thanked everyone for their hard work on behalf of Midtown.

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

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

Midtown Park: The Park Contractors are work on completing the installation of the irrigation system. The Front 90 Plaza area is in full construction mode. Staff and Park Contractors met with the artist who is designing and installing the public artwork on the Front 90 Plaza. The Park Contractors are working on site preparation for the artwork installation. The NRG Dog Park is in full compliance with ADA requirements. Staff is working with Bike Houston and the City regarding the Bcycle Station installation in Midtown Park.

Holman St.: This project has been completed and was recognized for a top engineering award by the Texas Chapter of the American Council of Engineers.

Main St.: Replacement landscaping installation has begun. Staff is coordinating with METRO regarding cross markers on the METRO rail line. There will be some onsite night meetings with Staff and Contractors to make adjustments to the lights on Main Street so that they are properly synchronized.

Caroline St.: The City has approved the Traffic Control Plan for construction. The utility line conflicts have been resolved. There will be a meeting with TXDOT representatives on Friday, July 13, 2018 to discuss the project and to schedule the start of construction.

**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.

**NEXT MEETING DATE**

The next Midtown Management District Board of Directors meeting will be held on Wednesday, August 1, 2018, at 6:00 p.m. in the The Dave Ward Building - Crime Stoppers of Houston, 3001 Main Street, Houston TX 77002.

**ADJOURN**

There being no other business, the meeting was adjourned.

---

Eileen Morris  
Board Secretary

---

Date

**Midtown Management District**  
**2018 Sources and Uses of Funds**  
January through June 2018

	Jan - Jun 18	Budget	\$ Over Budget
<b>Sources of Funds</b>			
400000 · Revenue - Assessments			
400084 · FY17 Assessment Revenue	2,301,241.78	2,328,653.00	-27,411.22
400085 · FY16 Assessment Revenue	3,869.67	6,000.00	-2,130.33
400086 · FY15 Assessment Revenue	929.84	1,800.00	-870.16
400087 · FY14 Assessment Revenue	48.39	600.00	-551.61
400088 · FY13 Assessment Revenue	0.00	300.00	-300.00
400089 · FY12 Assessment Revenue	0.00	108.00	-108.00
400090 · FY11 Assessment Revenue	0.00	54.00	-54.00
400091 · FY10 Assessment Revenue	0.00	54.00	-54.00
400092 · FY09 Assessment Revenue	0.00	50.00	-50.00
400093 · FY08 Assessment Revenue	0.00	42.00	-42.00
400094 · FY07 Assessment Revenue	0.00	48.00	-48.00
400500 · Penalties & Interest	14,918.90	12,000.00	2,918.90
402400 · Over Payments (Overpayments)	18,981.34	30,455.00	-11,473.66
402500 · Refunds/Assessment Adjustments	-27,003.48	-46,002.00	18,998.52
402510 · Collection Costs (Fees charged to MMD for collections)	-22,753.13	-23,998.00	1,244.87
402511 · CAD Correctons	0.00	450.00	-450.00
402512 · CAD Lawsuit Corrections	12,055.80	29,002.00	-16,946.20
402600 · Assessment Collection Costs	3,276.41	6,000.00	-2,723.59
400000 · Revenue - Assessments - Other	8,118.41	0.00	8,118.41
<b>Total 400000 · Revenue - Assessments</b>	<b>2,313,683.93</b>	<b>2,345,616.00</b>	<b>-31,932.07</b>
403000 · Other Income (Other Income)			
403100 · Booth and Events Fees (Booth and Events Fees)	5,875.00	5,000.00	875.00
403105 · Application Fees (Non-Refundable Application Fees)	2,660.00	1,550.00	1,110.00
403110 · Event Sponsorship (Sponsorship of Events)	5,000.00	5,000.00	0.00
<b>Total 403000 · Other Income (Other Income)</b>	<b>13,535.00</b>	<b>11,550.00</b>	<b>1,985.00</b>
404000 · Int Income (Invest Interest Earned)	16,185.53	7,500.00	8,685.53
406000 · Interest on CD (Interest earned on CD purchases)	1,414.21	804.00	610.21
<b>Total</b>	<b>2,344,818.67</b>	<b>2,365,470.00</b>	<b>-20,651.33</b>
<b>Total Sources</b>	<b>2,344,818.67</b>	<b>2,365,470.00</b>	<b>-20,651.33</b>
<b>Uses of Funds</b>			
500000 · Security and Public Safety			
501000 · Street Lighting - Electricity	112,999.96	112,999.96	0.00
502000 · Enhancement Public Safety (Public Safety)			
502011 · Harris County Precinct 7 (Harris County Precinct 7)	208,143.00	241,081.00	-32,938.00
502012 · S.E.A.L. Security Program (S.E.A.L. Security Program)	87,232.00	70,743.00	16,489.00
502013 · PIT Program (PIT Program)	26,289.83	12,089.00	14,200.83
<b>Total 502000 · Enhancement Public Safety (Public Safety)</b>	<b>321,664.83</b>	<b>323,913.00</b>	<b>-2,248.17</b>
504000 · Security Coordinator	0.00	261.00	-261.00
507000 · Street Outage Survey	1,275.00	1,275.00	0.00
509500 · Public Safety Parks Program	21.65	500.00	-478.35
509555 · Public Safety Communications (Public Safety Communications)	450.00	500.00	-50.00
509700 · Staffing (Allocated Staffing hours)	29,856.30	33,086.48	-3,230.18

UNAUDITED FINANCIALS



**Midtown Management District**  
**2018 Sources and Uses of Funds**  
January through June 2018

	Jan - Jun 18	Budget	\$ Over Budget
<b>Total 500000 · Security and Public Safety</b>	466,267.74	472,535.44	-6,267.70
<b>600000 · Marketing &amp; Economic Developmen</b>			
601000 · Media, Advertising & Promotion			
601003 · Event Partic/ Sponsoring	0.00	1,666.00	-1,666.00
601007 · Media, Advertising, & Promotion	1,650.00	1,666.00	-16.00
<b>Total 601000 · Media, Advertising &amp; Promotion</b>	1,650.00	3,332.00	-1,682.00
602000 · Web-site Update & Maint.	59.95	2,499.35	-2,439.40
603004 · Resident/.Stake Holder Foc Cmmu	8,337.17	9,999.98	-1,662.81
603005 · Midtown Newspaper (Newspaper for Midtown Stakeholders and Residents)	1,500.00	10,000.00	-8,500.00
607000 · Midtown eNews	260.00	903.98	-643.98
609500 · Marketing & Economic Developmen	0.00	1,666.00	-1,666.00
609700 · Staffing (Allocated Staffing hours)	11,234.41	12,158.04	-923.63
<b>Total 600000 · Marketing &amp; Economic Developmen</b>	23,041.53	40,559.35	-17,517.82
<b>700000 · Urban Planning</b>			
702010 · Special Projects			
702023 · Farmer's Market (Farmer's Market)	2,095.00	23,000.00	-20,905.00
702024 · Holman Counter	0.00	600.00	-600.00
702025 · Bike Rides	0.00	2,000.00	-2,000.00
<b>Total 702010 · Special Projects</b>	2,095.00	25,600.00	-23,505.00
702500 · Planning Studies (Planning Studies)			
702501 · Street Design Guidelines (Updating 2014 Package)	0.00	25,000.00	-25,000.00
<b>Total 702500 · Planning Studies (Planning Studies)</b>	0.00	25,000.00	-25,000.00
702600 · Implementation Projects (Implementation Projects)			
702601 · Corridor Planning & Restriping	69.98	9,000.00	-8,930.02
702602 · Goodman Corp Study Metro Stops	0.00	5,000.00	-5,000.00
702603 · Bike Share Stations (Bike Share Stations)	0.00	6,000.00	-6,000.00
<b>Total 702600 · Implementation Projects (Implementation Projects)</b>	69.98	20,000.00	-19,930.02
706700 · Staffing (Allocated Staffing hours)	9,143.13	9,327.52	-184.39
<b>Total 700000 · Urban Planning</b>	11,308.11	79,927.52	-68,619.41
<b>710000 · Cultural Arts &amp; Entertainment</b>			
710106 · Art in the Park	35,008.48	35,000.00	8.48
710108 · Special Events in Bagby Park	11,565.32	19,000.00	-7,434.68
710110 · Parks Programming	36.74	10,416.65	-10,379.91
710112 · Cultural Arts - Website	300.00	500.00	-200.00
710113 · Cultural Arts - Communications	0.00	2,500.00	-2,500.00
710700 · Staffing (Allocated Staffing hours)	25,547.85	28,210.50	-2,662.65
<b>Total 710000 · Cultural Arts &amp; Entertainment</b>	72,458.39	95,627.15	-23,168.76
<b>720000 · Service &amp; Maintenance</b>			
722000 · Midtown Parks			
722005 · Baldwin/Glover Park Maintenance			
722051 · Water	836.07	984.00	-147.93
722052 · Electric	774.93	639.52	135.41
722053 · Path Gravel	0.00	2,500.00	-2,500.00
722054 · Irrigation repair	0.00	1,500.00	-1,500.00

UNAUDITED FINANCIALS

**Midtown Management District**  
**2018 Sources and Uses of Funds**  
January through June 2018

	Jan - Jun 18	Budget	\$ Over Budget
722055 · Landscape Repairs	10,480.00	6,000.00	4,480.00
722056 · Baldwin/Glover Landscape Contra (Monthly General Maintenance)	9,630.00	11,650.04	-2,020.04
722057 · Park Lighting (Park Lighting)	0.00	3,750.00	-3,750.00
722058 · Dog Park Maintenance (Dog Park Maintenance)	0.00	1,500.00	-1,500.00
<b>Total 722005 · Baldwin/Glover Park Maintenance</b>	<b>21,721.00</b>	<b>28,523.56</b>	<b>-6,802.56</b>
7226001 · Glover Park	58,154.04	0.00	58,154.04
<b>Total 722000 · Midtown Parks</b>	<b>79,875.04</b>	<b>28,523.56</b>	<b>51,351.48</b>
<b>725000 · Midtown Field Service Prog</b>			
725001 · Field Service TEAM	101,694.00	108,120.00	-6,426.00
725002 · Graffiti	1,960.00	2,240.00	-280.00
725003 · Supplies	0.00	300.00	-300.00
725004 · Storage	1,305.00	3,500.00	-2,195.00
725005 · Seasonal Planting PROW	0.00	5,000.00	-5,000.00
725007 · Tree Maintenance	0.00	40,000.00	-40,000.00
725008 · Landscaping/Tree Planting	0.00	5,000.00	-5,000.00
725009 · Pet Bags	1,079.88	2,000.00	-920.12
<b>Total 725000 · Midtown Field Service Prog</b>	<b>106,038.88</b>	<b>166,160.00</b>	<b>-60,121.12</b>
<b>726000 · Service Maintenance - Other</b>			
726010 · SeeClickFix (SeeClickFix)	7,426.00	7,426.00	0.00
726100 · Legacy Maintenance	212,180.00	212,180.00	0.00
<b>Total 726000 · Service Maintenance - Other</b>	<b>219,606.00</b>	<b>219,606.00</b>	<b>0.00</b>
<b>728000 · Staffing (Allocated Staffing hours)</b>	<b>22,629.05</b>	<b>20,990.00</b>	<b>1,639.05</b>
<b>Total 720000 · Service &amp; Maintenance</b>	<b>428,148.97</b>	<b>435,279.56</b>	<b>-7,130.59</b>
<b>800000 · District Administration</b>			
802000 · Legal Counsel	46,411.15	39,998.00	6,413.15
802042 · Public Information Request (Public Information Request)	0.00	480.00	-480.00
803000 · Accounting & Auditing Expense	11,000.00	12,500.00	-1,500.00
804000 · Insurance Expense			
804003 · Director's & Officers Insurance (Director's & Officers Insurance)	3,592.00	4,000.00	-408.00
804004 · General Liability (General Liability)	8,795.00	10,000.00	-1,205.00
804005 · Insurance - other (Tax Bond, Property, Public Employee, Business Travel A	2,996.00	2,860.00	136.00
<b>Total 804000 · Insurance Expense</b>	<b>15,383.00</b>	<b>16,860.00</b>	<b>-1,477.00</b>
<b>805000 · Assessment Collection Costs</b>			
805130 · Returned Checks	1,095.02	0.00	1,095.02
<b>Total 805000 · Assessment Collection Costs</b>	<b>1,095.02</b>		
<b>806000 · General Operating/Admin. Exp.</b>	<b>2,392.75</b>	<b>1,940.02</b>	<b>452.73</b>
<b>807000 · Board Meeting &amp; Misc. Exp.</b>	<b>2,263.12</b>	<b>3,120.00</b>	<b>-856.88</b>
<b>809000 · Administration Expense (Reimbursements to MRA)</b>	<b>58,244.16</b>	<b>58,619.00</b>	<b>-374.84</b>
<b>Total 800000 · District Administration</b>	<b>136,789.20</b>	<b>133,517.02</b>	<b>3,272.18</b>
<b>Total Uses</b>	<b>1,138,013.94</b>	<b>1,257,446.04</b>	<b>-119,432.10</b>
<b>Net Increase (/Decrease) for the Period</b>	<b>1,206,804.73</b>	<b>1,108,023.96</b>	<b>98,780.77</b>

UNAUDITED FINANCIALS

**Midtown Management District**  
**Balance Sheet**  
As of June 30, 2018

Jun 30, 18

**ASSETS**

**Current Assets**

**Checking/Savings**

**10000 · Operating Funds**

101001 · Chase Savings Account	13,428.86
102001 · IBC Savings Acct 66033	2,338.19
102107 · IBC CD 4808	125,000.00
102203 · EastWest Bank Money Market#5359	116,230.48
102211 · EastWest Bank Savings Acct	1,061.88
106010 · Wells Fargo Assessment Acct	22,542.01
106020 · Wells Fargo Performance Saving	15,745.21
107000 · TexStar (Investment Account)	5,647.04
107500 · LOGIC (Investment Account)	1,639,223.17

<b>Total 10000 · Operating Funds</b>	<u>1,941,216.84</u>
--------------------------------------	---------------------

**10001 · Reserved Funds**

102202 · EastWest Bank CD 5918 (Elgin Street PROW Capital Reser)	12,926.24
102204 · EastWest Bank CD1306 (Emergency Disaster Capital Rese)	103,827.89
105003 · Central Bank Money Market	5,662.94
105005 · CNTRL BNK CD 66000272	228,843.90

<b>Total 10001 · Reserved Funds</b>	<u>351,260.97</u>
-------------------------------------	-------------------

**10002 · Restricted Funds**

101000 · Chase Operating Acct	11,322.95
-------------------------------	-----------

<b>Total 10002 · Restricted Funds</b>	<u>11,322.95</u>
---------------------------------------	------------------

<b>Total Checking/Savings</b>	<u>2,303,800.76</u>
-------------------------------	---------------------

**Accounts Receivable**

120000 · Assessments Receivable	
120009 · Assesmts Recievable Current	115,382.73

<b>Total 120000 · Assessments Receivable</b>	<u>115,382.73</u>
--	-------------------

<b>Total Accounts Receivable</b>	<u>115,382.73</u>
----------------------------------	-------------------

<b>Total Current Assets</b>	<u>2,419,183.49</u>
-----------------------------	---------------------

**Other Assets**

130501 · Other Misc Assets	46,916.00
----------------------------	-----------

<b>Total Other Assets</b>	<u>46,916.00</u>
---------------------------	------------------

<b>TOTAL ASSETS</b>	<u><u>2,466,099.49</u></u>
---------------------	----------------------------

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Accounts Payable**

200000 · Accounts Payable	146,106.70
---------------------------	------------

<b>Total Accounts Payable</b>	<u>146,106.70</u>
-------------------------------	-------------------

**Other Current Liabilities**

203000 · Other Accts Payable	112,999.96
203001 · Other Misc Liabilities	-320.00
205000 · Deferred Assessment Revenues	115,382.73
206000 · Accrued liability	253,380.00

**UNAUDITED FINANCIALS**

# Midtown Management District

## Balance Sheet

As of June 30, 2018

	Jun 30, 18
207000 · Bal due to MRA from FTA Reimbur	11,322.95
Total Other Current Liabilities	492,765.64
Total Current Liabilities	638,872.34
Total Liabilities	638,872.34
Equity	
390000 · Fund Balance-Prior	620,422.42
Net Income	1,206,804.73
Total Equity	1,827,227.15
TOTAL LIABILITIES & EQUITY	2,466,099.49

DRAFT

**Midtown Management District**  
**Account Transaction Detailed by Account**  
**As of August 1, 2018**

Type	Date	Num	Name	Memo	Debit	Credit	Balance
			<b>JULY 2018</b>				<b>15,167.51</b>
Bill Pmt - Check	07/16/2018	7551	Millis Development & Construction	GLOVER PARK REPAIRS - Bal Due		6,461.56	8,705.95
Bill Pmt - Check	07/26/2018	7552	Adrian de la Cerda	Reimbursement: Special Event Application Fees "Farmer's Market "		57.01	8,648.94
Bill Pmt - Check	07/26/2018	7553	Lauren Luna, LTD	Midtown Bloom Pilow & Midtown Blow Pillow		135.00	8,513.94
Check	07/31/2018	7554	Houston Recovery Center, LGC	Monthly Contribution to support PIT Program{ JULY 2018}		5,565.83	2,948.11
Deposit	07/31/2018			July Deposits	9,796.26		12,744.37
Deposit	08/01/2018			Transfer from LOGIC/Saving Account to Cover Expenses	100,000.00		112,744.37
Check	08/01/2018	7555	LE YU ET AL	REFUND: 2907 Caroline Street 81 120 161 001 0004 TAX YEAR:2017		319.83	112,424.54
Check	08/01/2018	7556	GOERGE O GAMBLE	REFUND: 1405 Isabella Court 81 135 058 001 0008 TAX YEAR:2017		150.77	112,273.77
Check	08/01/2018	7557	Sherman WAY Midtown LLC et al	REFUND: 2 OAK CT 222 81 119 259 001 0003 TAX YEAR: 2017		1,847.07	110,426.70
Check	08/01/2018	7558	SACCO LEONARD K & E JOY	81 019 034 000 0005 2325 SAN JACINTO ST: TAX YEAR 2016		29.24	110,397.46
Check	08/01/2018	7559	ND INTERESTS LLC	81 019 017 000 0003 {2} 1803 MCGOWEN ST TAX YEAR 2017		332.06	110,065.40
Check	08/01/2018	7560	DONALD R BOND	81 019 033 000 0003 2307 CAROLINE ST TAX YEAR:2017		35.54	110,029.86
Bill Pmt - Check	08/01/2018	7561	Equi-Tax, Inc.	Monthly Fee per contract for Assessment Collection:--- AUGUST 2018		1,974.10	108,055.76
Bill Pmt - Check	08/01/2018	7562	Harris County Treasurer	Constable Services for SEPTEMBER 2018		33,790.00	74,265.76
Bill Pmt - Check	08/01/2018	7563	Metropolitan Landscape Management, Inc.	Field Maintenance Services in Midtown - JULY Services 18'/Monthly Maintenance Agrmt Baldwin Park & Glover Park - JULY Services 18'		18,554.00	55,711.76
Bill Pmt - Check	08/01/2018	7564	Millis Development & Construction	GLOVER PARK REPAIRS: Repaint Existing Fence, Gates & Benches		5,350.50	50,361.26
Bill Pmt - Check	08/01/2018	7565	Minor Design Group, Inc.	Creative Production: Mistletoe Market Logo Update, Poster, & Pushcards Printing		755.00	49,606.26
Bill Pmt - Check	08/01/2018	7566	Perdue, Brandon, Fielder, Collins & Mott	JUNE 2018 - Professional Services rendered in the collection of delinquent taxes, penaltites a...		278.75	49,327.51
Bill Pmt - Check	08/01/2018	7567	The Davey Tree Expert Company	TREE MAINTENACE/ PRUNING around Midtown District		37,480.00	11,847.51
Total 106010 · Wells Fargo Assessment Acct					109,796.26	113,116.26	11,847.51
Total 106000 · Wells Fargo Bank					109,796.26	113,116.26	11,847.51
<b>TOTAL</b>					<b>109,796.26</b>	<b>113,116.26</b>	<b>11,847.51</b>

**UNAUDITED FINANCIALS**

**MIDTOWN MANAGEMENT DISTRICT**  
**ASSESSMENT COLLECTION REPORT**  
 July 31, 2018  
 BILLING AND COLLECTION SUMMARY  
 FISCAL YEAR END  
 01/01/2018 TO 12/31/2018

YEAR	RATE	TOTAL LEVY	COLLECTIONS	RECEIVABLE	% COLLECTED
2017	0.1181	\$2,347,032.83	\$2,309,966.17	\$37,066.66	98%
2016	0.1181	\$2,218,746.34	\$2,199,556.58	\$19,189.76	99%
2015	0.1181	\$1,980,389.40	\$1,969,460.85	\$10,928.55	99%
2014	0.1181	\$1,784,150.46	\$1,778,756.52	\$5,393.94	99%
2013	0.1181	\$1,563,555.15	\$1,559,086.85	\$4,468.30	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
2017 Assessment Collected	-108.47	1,937,105.25
2016 Assessment Collected	58.87	4,316.34
2015 Assessment Collected	308.71	1,547.19
2014 Assessment Collected	308.57	631.84
2013 Assessment Collected	0.00	0.00
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	1,579.54	18,369.14
Overpayments	150.77	20,632.20
Estimated Payment	0.00	0.00
CAD Corrections	0.00	0.00
CAD Lawsuit Corrections	7,442.67	23,331.75
Collection Fees	1,195.17	4,750.33
<b>Total Revenue</b>	<b>10,935.83</b>	<b>2,010,684.04</b>

Overpayments & CAD Refunds Presented

2,714.51 31,147.51

Overpayments Applied to Assessment

0.00 0.00

ASSESSED VALUE FOR 2017	1,987,326,201	UNCERTIFIED	564,569
ASSESSED VALUE FOR 2016	1,878,684,960	UNCERTIFIED	
ASSESSED VALUE FOR 2015	1,676,874,427	UNCERTIFIED	
ASSESSED VALUE FOR 2014	1,511,317,605		
ASSESSED VALUE FOR 2013	1,323,924,342		
ASSESSED VALUE FOR 2012	1,228,750,364		

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**  
 July 31, 2018

**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	1,969,460.85	
2016	0.1181	1,842,697,000	2,176,225.16	2,067,413.90	2,199,556.58	
2017	0.1181	1,980,899,000	2,339,441.72	2,222,469.63	2,309,966.17	
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	1294	20% (State Maximum)	82,392,443
Over 65	128	15,000	1,892,400
Disability	6	15,000	90,000
Disabled Veteran	10	Per Statute	543,044
Over 65 Detached Single Family	37	Totally Exempt	9,630,993

# MIDTOWN MANAGEMENT DISTRICT

## ASSESSMENT COLLECTION REPORT

July 31, 2018

### TOP TEN ASSESSMENT PAYERS

PROPERTY OWNER	PROPERTY TYPE	ASSESSED VALUE	ASSESSMENT AMOUNT
Post Midtown Square LP	Multi-Family Units	106,524,635	125,805.59
VR Calais Holdings Limited Partners	Multi-Family Units	59,050,565	69,738.72
AB Merion II Metro Midtown LLC	Multi-Family Units	57,776,638	68,234.21
Camden Property Trust	Multi-Family Units	52,500,000	62,002.50
4001 Fannin No 1A LTD	Multi-Family Units	50,440,350	59,570.05
3800 Main LLC	Multi-Family Units	49,906,546	58,939.63
McGowen Brazos Venture LTD	Multi-Family Units	43,409,027	51,266.06
Sherman Way Midtown LLC ET AL	Multi-Family Units	43,063,992	50,858.57
CPT Community Owner LLC	Multi-Family Units	43,042,513	50,833.21
Mid-Main Properties LP	Multi-Family Units	41,086,544	48,523.21

### TEN LARGEST DELINQUENT ACCOUNTS

PROPERTY OWNER	ASSESSMENT YEAR	
*MIDTOWN CENTRAL SQUARE LLC	2013 - 2016	26,806.88
WASHINGTON ROMANUEL L JR	2000 - 2014	2,884.42
E S B E C LLC	2015 - 2017	2,404.38
CRIADO MINNIE F	2012 - 2017	1,993.70
COHEN JAY H	2013 - 2017	1,778.96
BLOCKER NATHAN & MAGNOLIA H	2007 - 2012	1,586.81
ANTWINE LINDA	2009 - 2017	1,548.77
TIVOLI REALTY INC	2017	1,269.17
TND INVESTMENTS LLC INC	2017	1,224.17
NGUYEN THANG J N & SUSIE	2017	1,084.31

\*\*Account Deferred

\* Pending HCAD Value Lawsuits

### COLLECTION TREND PERCENTAGE

	TAX YEAR	TAX YEAR	TAX YEAR	TAX YEAR
	2014	2015	2016	2017
January	65%	73%	65%	74%
February	92%	93%	89%	92%
March	94%	96%	93%	95%
April	95%	96%	96%	96%
May	96%	97%	96%	97%
June	96%	97%	97%	98%
July	97%	97%	97%	98%
August	98%	98%	98%	
September	99%	98%	98%	
October	99%	98%	98%	
November	99%	98%	98%	
December	99%	99%	99%	



**RESOLUTION WAIVING AUTOMATIC RESIGNATION OF BOARD MEMBER FOR  
ABSENTEISM FROM MEETINGS OF THE BOARD OF DIRECTORS OF THE  
MIDTOWN MANAGEMENT DISTRICT**

WHEREAS, the Midtown Management District (the “District”) has been legally created and operates pursuant to the general laws of the State of Texas applicable to municipal management districts; and

WHEREAS, Section 49.052(h) of the Texas Water Code provides that a person is considered to have resigned from serving as a member of the board if the person fails to attend three consecutive meetings of the board, and that the remaining board members by majority vote may waive the resignation if fairness requires that the absences be excused on the basis of illness or other good cause; and

WHEREAS, the Board of Directors has convened on this date within the District at a meeting open to the public and wishes to waive the resignation of one or more board members who failed to attend three consecutive meetings; Now Therefore,

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MIDTOWN MANAGEMENT DISTRICT THAT:

Section 1. The Board of Directors of the Midtown Management District hereby waives the resignation of Amar Mohite, and finds that fairness requires that there is good cause to excuse the absences of Amar Mohite from meetings of the Board of Directors of the District.

*[Execution Page Follows]*

PASSED AND APPROVED this 1<sup>st</sup> day of August, 2018.

---

Chair, Board of Directors

ATTEST:

---

Secretary, Board of Directors

(SEAL)

DRAFT

## CERTIFICATE FOR RESOLUTION

THE STATE OF TEXAS

§

COUNTY OF HARRIS

§

§

I, the undersigned officer of the Board of Directors of Midtown Management District, hereby certify as follows:

1. The Board of Directors of the Midtown Management District convened in regular session on the 1<sup>st</sup> day of August, 2018, at the regular meeting place thereof, inside the boundaries of the District, and the roll was called of the duly constituted officers and members of the Board to-wit:

Pos. 1	Darcy John Lefsrud	Pos. 10	Eileen J. Morris
Pos. 2	Gloria Haney	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	Kristin Pope	Pos. 17	Charles Washington
Pos. 9	J. Allen Douglas		

and all of said persons were present, except Directors \_\_\_\_\_, thus constituting a quorum. Whereupon, among other business, the following was transacted at the meeting: a written

### **RESOLUTION WAIVING AUTOMATIC RESIGNATION OF BOARD MEMBER FOR ABSENTEISM FROM MEETINGS OF THE BOARD OF DIRECTORS OF THE MIDTOWN MANAGEMENT DISTRICT**

was introduced for the consideration of the Board. It was then duly moved and seconded that the resolution be adopted, and, after due discussion, the motion, carrying with it the adoption of the resolution, prevailed and carried unanimously.

2. That a true, full and correct copy of the aforesaid Resolution adopted at the meeting described in the above and foregoing paragraph is attached to and follows this certificate; that the Resolution has been duly recorded in the Board's minutes of the meeting; that the persons named in the above and foregoing paragraph are the duly chosen, qualified and acting officers and members of the Board as indicated therein; that each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place and purpose of the aforesaid meeting, and that the Resolution would be introduced and considered for adoption at the meeting, and each of the officers and members consented, in advance, to the holding of the meeting for such purpose; that the meeting was open to the public as required by law; and that public notice of the time, place and subject of the meeting was given as required by Chapter 551, Texas Government Code.

SIGNED AND SEALED the 1<sup>st</sup> day of August, 2018.

---

Secretary, Board of Directors

(SEAL)

DRAFT



## **August 2018 Meeting and Event Schedule**

### **Service and Maintenance Committee**

**Monday, August 20<sup>th</sup> @ 3:30pm**  
**MMD Office, small conference room**  
**410 Pierce, Houston TX 77002**

### **Public Safety Committee**

**Tuesday, August 21<sup>st</sup> @ 11:30am**  
**MMD Office, 3rd floor conference room**  
**410 Pierce, Houston TX 77002**

### **Marketing and Economic Development**

**Wednesday, August 15<sup>th</sup> @ 3:30pm**  
**MMD Office, 3rd floor conference room**  
**410 Pierce, Houston TX 77002**

### **Urban Planning Committee**

**Thursday, August 16<sup>th</sup> @ 4:00pm**  
**MMD Office, 3rd floor conference room**  
**410 Pierce, Houston TX 77002**

### **Finance and Budget Committee**

**Monday, August 27<sup>th</sup> @ 4:00pm**  
**MMD Office, 3rd floor conference room**  
**410 Pierce, Houston TX 77002**

### **Executive Committee**

**Wednesday, August 29<sup>th</sup> @ 10:00am**  
**MMD Office, 3rd floor conference room**  
**410 Pierce, Houston TX 77002**

### **Management District Board**

**Wednesday, September 5<sup>th</sup> @ 11:00am**  
**MMD Office, 3rd floor conference room**  
**410 Pierce, Houston TX 77002**

**Midtown offices will be closed on Monday, September 3, 2018 for Labor Day**