



midtown
HOUSTON

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

October 3, 2018

The Board of Directors of the Midtown Management District held a regular meeting, open to the public, on Wednesday, October 3, 2018, 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, 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	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		

All of the above were present except Directors: Darst, Douglas, and Noble.

In addition, present at the meeting were Midtown Staff members Cynthia Alvarado, Matt Thibodeaux, Mark Sullivan, David Thomas, Mark Leija, Amaris Salinas, Marlon Marshall, Kandi Schramm, Mechelle Phillips, Madeline Peña and Willie Larry; Peggy Foreman of Burney & Foreman; Clark Lord of Bracewell LLP; Houston Police Department Sgt. Eric Flores; Harris County Precinct 7 Sgt. Odell Haynes; Jesse Sampson and Rasiel Limonta of S.E.A.L. Security Solutions; Guadalupe Serrano of McDonald's; and Mustafa Tameez and Mark Salano of Outreach Strategists, LLC.

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

CONSENT AGENDA

- A. APPROVE MINUTES FOR THE SEPTEMBER 5, 2018 BOARD MEETING**
- B. APPROVE FINANCIAL REPORT FOR THE MONTH OF AUGUST 2018**
- C. APPROVE PAYMENT OF INVOICES FOR SEPTEMBER 2018**
- D. APPROVE EQUI-TAX REPORT FOR SEPTEMBER 2018**

Director Woodruff made a motion to approve the consent agenda as presented. The motion was seconded by Director Tyler Dillard and carried by unanimous vote.

REVIEW, DISCUSS AND TAKE NECESSARY ACTION REGARDING MEANINGFUL CHANGE PROGRAM.

Mustafa Tameez of Outreach Strategists, LLC presented the Meaningful Change Program, a City of Houston led project, designed to educate people about the impact of giving money to panhandlers on the individuals engaged in panhandling and on Houston neighborhoods. Mr. Tameez explained that the goal of the public relations program is to discourage Houstonians from giving directly to panhandlers and instead make contributions to non-profit organizations such as The Way Home that work to provide housing for Houston's homeless population. Several Board Members asked questions about the program. Director Llamas stated that he likes the idea of the program and thought it a good idea that the District considers participating. Clark Lord asked Mr. Tameez if there was a tangible way to document the impact this program would have in Midtown. Mr. Tameez stated that the program was not gathering data to specifically measure the impact on Midtown, but he reminded the Board that by not giving directly to panhandlers, their numbers should naturally decrease. He also stated that Midtown appears to have a sizeable number of panhandlers and homeless individuals.

REVIEW, DISCUSS AND TAKE NECESSARY ACTION REGARDING AN ORDER SETTING THE RATE OF ASSESSMENT FOR YEAR FOUR OF THE SERVICE AND IMPROVEMENT PLAN AND ASSESSMENT PLAN (2015-2024)

Peggy Foreman presented the Order Setting the Rate of Assessment for Year Four of the Service and Assessment Plan.

Director Woodruff stated that the Finance Committee is recommending that the rate of assessment remain at \$0.1181 per \$100 of assessed value which is the same as last year's assessment rate.

Director Baker made a motion to adopt the Order Setting the Rate of Assessment for Year Four of the Service and Assessment Plan as presented. The motion was seconded by Director Johnston. Following all discussion, the motion carried by unanimous vote.

Clark Lord stated that at least 2/3rds of the members of the Board were present and voting on the Order.

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

A. Service and Maintenance Committee – Darcy Lefsrud, Chair

Director Lefsrud reported on the activities of the Service and Maintenance Committee. He reported that the Committee submitted its budget requests for FY 2019 to the Finance Committee.

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

Director Morris reported that the Committee is busy planning for the third annual Mistletoe Market which is now sold out with 52 total booth spaces and 45 vendors who have signed up. Cynthia Alvarado announced that approximately 7 applications have been received for the small arts grants. She stated that a total of \$3,400 in grants that will be awarded to individual artists and/or small arts organizations and that the projects are to be completed by December 31, 2018. Ms. Alvarado stated that the applications will be reviewed and evaluated and that recommendations for grant awards will be made at the November 2018 Board meeting.

Finally, Director Morris stated that the Committee completed its budget requests for FY 2019 and submitted same to the Finance Committee.

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

Director Tyler Dillard stated that the winter edition of the Midtown Buzz is expected to be published in January of 2019. She further stated that budget requests for FY 2019 were submitted to the Finance Committee.

D. Urban Planning Committee – Allen Douglas, Chair

Director Douglas reported on the activities of the Urban Planning Committee. He stated that the Committee submitted their budget requests for FY 2019 to the Finance Committee. He also stated that the Committee is still working to address certain issues relating to the Midtown Farmer's Market and encouraged everyone to come out and support the participating vendors.

E. Finance and Budget Committee – Dana Woodruff, Chair

Director Woodruff stated that overall the District's expenditures for FY 2018 were within budget. She stated that a portion of the Finance Committee's report was provided in connection with the agenda item related to the Order Setting the Rate of Assessment for Year Four of the Service and Assessment Plan.

i. Proposed Budget for FY 2019

David Thomas stated that all Committees have submitted their budget requests and that there is a narrow gap between anticipated revenues and budget requests that the Finance Committee is in the process of addressing so that it can finalize the proposed budget for FY 2019.

Director Woodruff thanked each of the Committees and the District Staff for their hard work in completing and submitting their budget requests for FY 2019.

F. Public Safety CommitTEE – Willie Coleman, Interim Chair

i. REPORT FROM SECURITY COORDINATOR, MARK LEIJA

Mr. Mark Leija reported on the activities of the Public Safety Committee. He stated that law enforcement officers and members of the S.E.A.L. Security team continue to work to increase visibility and presence in Midtown.

Mr. Leija stated that the District held its monthly meeting with the law enforcement professionals in Midtown to share information and discuss strategy. He reported that Precinct 7 Deputy Constables are increasing their patrol of the encampment areas. He further reported that beginning this month Houston Police Department South Central Division is leading a targeted weekly debris removal and cleanup in Midtown and that the Midtown Field Services Team will be assisting for one hour each weekday to help clean up a predetermined location set by HPD.

Mark Leija also reported on Midtown’s Annual National Night Out which took place on Tuesday, October 2, 2018 in Midtown Park. He stated that approximately 75 residents and guests attended, including Congresswoman Sheila Jackson Lee, Councilmember Robinson, HPD Captains and Command Staff, and representatives of the Houston Fire Department, S.E.A.L. Security Solutions, LLC and Harris County Precinct 7 Constables’ office. Mr. Leija reported that the District provided free engraving of bicycles to help owners identify recovered bikes. He stated that the bike engraving was well received and that the Public Safety Committee will continue this free service for Midtown residents as part of its evening Committee meetings.

The District was presented a Certificate of Congressional Recognition for National Night Out by Congresswoman Sheila Jackson Lee.

PROGRAMING REPORT FROM MIDTOWN PARKS CONSEVANCY

Amaris Salinas reported on events held in Bagby, Baldwin and Glover Parks, including regular events such as Yappy Hour, Fitness Classes, Dance and Zumba classes, movie nights and concerts. She stated that several events that were previously held at Bagby Park will move to Midtown Park due to renovations scheduled at Bagby Park.

Mechelle Phillips gave a very detailed report on programing in Midtown Park, including regular events such as Yappy Hour, numerous fitness, dance and Zumba classes, movie nights and concerts. In addition, Ms. Phillips reported on the special event “Get Fit in Midtown”, scheduled for October 6, 2018. Ms. Phillips advised the Board that a 3rd party has rented the Midtown Park to host the Puerto Rican Dominican and Cuban Festival on October 27, 2018.

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's capital improvement projects:

Midtown Park: The Park Contractor is currently working on improvements to the Travis Street ROW adjacent to the Front 90 area and on the Front 90 Plaza site. There are some utility conflicts with the sanitary sewer connections which will require some design modifications and re-routing. The design and construction management teams are investigating alternate routes for the sanitary sewer connections. Additionally, the construction team has encountered some unexpected elevation issues. The Staff and consultants are engaged in meetings with Camden to address the elevation issues.

Holman Street Pedestrian Enhancements: The one year landscape maintenance inspection was held this month and the contractor is working on punch list items to close-out the project.

Main Street Enhancements: The Substantial Completion inspection was conducted and the contractor has begun to address items on the punch list. Installation of the remaining pedestrian crossing markers will begin once Camden completes construction of its project. The programming and troubleshooting of the decorative lighting at the various intersections will continue at night during METRO rail shutdowns.

Caroline Street Reconstruction: The contractor will continue installation of water and sanitary sewer utilities on the east side of Caroline Street between Elgin and Tuam Streets and on certain side streets including Rosalie Street between Caroline and Austin Streets. The contractor continues to encounter older damaged utility lines which are not shown on the COH GIMS map. The Design Team is working with TxDOT and the City of Houston to address these issues.

ANNOUNCEMENTS

Ms. Alvarado stated that she along with several Board members attended the memorial service for former Board member Dan Barnum at Trinity Episcopal Church. She reported that it was a beautiful service that was very well attended. She also stated that flowers were sent on behalf of the Midtown Management District.

NEXT MEETING DATE

The next Midtown Management District Board of Directors meeting will be held on Wednesday, November 7, 2018, at 6:00 p.m. in the Community Room of Central Bank, located at 2217 Milam Street, Houston TX 77002.

ADJOURN

There being no other business, the meeting was adjourned.

Eileen Morris

Eileen Morris
Board Secretary

11-7-2018

Date