



midtown
HOUSTON

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

January 8, 2020

The Board of Directors of the Midtown Management District held a regular meeting, open to the public, on Wednesday, January 8, 2020, at 11:00 a.m. in the in the **3rd Floor Conference Room of the Midtown Management District's offices** located at **410 Pierce Street Houston, Texas 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	Vacant	Pos. 17	Charles Washington
Pos. 9	J. Allen Douglas		

All of the above were present except Directors Darst, Douglas, Morris and Woodruff thus constituting a quorum.

In addition, present at the meeting were Midtown Staff members; Matt Thibodeaux, Kandi Schramm, Cynthia Alvarado, Vernon Williams, Marlon Marshall, Mark Sullivan David Thomas and Mark Leija; Peggy Foreman of Burney & Foreman; Clark Lord of Bracewell Law Firm, Jesse Sampson of S.E.A.L Security Solutions, LLC, Terry Puster of Baxter Development, and Gary Bernard, General Manager of 2016 Main.

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

Chairman Coleman called the meeting to order and welcomed everyone.

RECEIVE PUBLIC COMMENTS

Gary Bernard, General Manager of 2016 Main, requested an update on efforts to relocate the Greyhound Bus Station. Chair Coleman referred him to the Midtown Staff for more information regarding the Greyhound Bus Station.

CONSENT AGENDA

- A. APPROVE MINUTES FOR THE DECEMBER 4, 2019 BOARD MEETING**
- B. APPROVE FINANCIAL REPORT FOR THE MONTH OF NOVEMBER 2019**
- C. APPROVE PAYMENT OF INVOICES FOR DECEMBER 2019**

D. APPROVE EQUI-TAX REPORT FOR DECEMBER 2019

Ms. Alvarado presented the consent agenda. Director Lefsrud made a motion to approve the consent agenda as presented. The motion was seconded by Director Noble and carried by unanimous vote.

REVIEW, DISCUSS AND TAKE NECESSARY ACTION REGARDING A LANDSCAPING MAINTENANCE AGREEMENT WITH METRO FOR MAINTENANCE OF A PORTION OF THE MAIN STREET MEDIAN LANDSCAPING.

Ms. Foreman reminded Board members that the District has been working with the Metropolitan Transit Authority (METRO) for some time now to come to an agreement regarding landscape maintenance responsibilities for the 3 esplanades that are adjacent to the METRO Rail Line on Main Street between the Wheeler Transit Center and Gray Street.

Ms. Foreman outlined the terms of the Joint Landscaping Maintenance Agreement with METRO for Maintenance of a portion of the Main Street Median pursuant to which the Midtown Management District or its subcontractor will perform certain ongoing routine maintenance of landscaping and the irrigation system for the 3 esplanades, and pay the associated costs. She further advised the Board that pursuant to the terms of the agreement, METRO will reimburse the District for the actual costs of such services in an amount not to exceed \$46,000 per year for each of the next 8 years, provided the total reimbursement shall not exceed \$368,000.

Director Lefsrud made a motion to approve the Joint Landscaping Maintenance Agreement with METRO for Maintenance of a portion of the Main Street Median as presented. The motion was seconded by Director Baker. Following all discussion, the motion carried by unanimous vote.

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

A. Service and Maintenance – Darcy John Lefsrud, Chair

Director Lefsrud reported on activities of the Service and Maintenance Committee. He stated that the Committee did not meet in December 2019 but that regular maintenance activities by the Field Services Team are ongoing. He stated that the Committee's regular monthly meeting date falls on a federal holiday and he is working to reschedule the January meeting.

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

Ms. Alvarado reported that Mistletoe Market, held on December 6th and 7th at Midtown Park, was a well-attended and successful event. She stated that Ms. Peña distributed a post-event survey to the artist vendors and market visitors and received positive feedback on the quality of the event along with suggestions to improve the overall experience for both vendors and attendees.

Ms. Alvarado also announced that the "Calls to Creatives" for both the Midtown Valentine's Market and the Midtown Art in the Park have been issued and artists are expressing interest. Ms. Alvarado stated that the Committee did not host a December 2019 meeting.

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

Director Dillard reported that the Marketing and Economic Development Committee did not host a December 2019 meeting. She announced that subject to final appointment by the Board Chair, the Committee will soon have a new community vice chair.

D. Urban Planning Committee – Allen Douglas, Chair

i. Letter of Support for proposed Walkable Places Pilot Area in Midtown.

Director Llamas presented a draft of a letter to the City of Houston Director of Planning and Development Department supporting including Midtown as a Walkable Places Pilot Area. He stated that Midtown's inclusion as a Walkable Places Pilot Area offers an opportunity for the Midtown community to participate in crafting proposed regulations before they are considered and approved by the Houston Planning Commission and City Council. He further stated that Midtown residents and businesses would benefit greatly from the new regulation framework proposed in the Walkable Places Project which will prioritize a quality pedestrian realm and people-oriented site and building design over car-oriented features such as setbacks and surface parking.

Director Johnston made a motion to approve the Letter of Support for Midtown's inclusion as a Walkable Places Pilot Area as presented. The motion was seconded by Director Mohite. Following all discussion, the motion carried by unanimous vote.

ii. Agreement for installation of certain designated Bicycle Racks and Fix-It Stations in Midtown

Director Llamas reminded the Board that the Committee has been working on identifying locations for installation of U shaped Bicycle Racks and Fix-It Stations at various locations throughout Midtown. Ms. Foreman presented the terms of a draft contract for installation of 12 Bicycle Racks and 8 Fix-It Stations in the public right-of-way at a cost of \$1,200 plus approved expenses.

Director Baker made a motion to approve the Agreement to install 12 Bicycle Racks and 8 Fix-It Stations in designated locations throughout Midtown. The motion was seconded by Director Washington. Following all discussion, the motion carried by unanimous vote.

Director Llamas advised the Board that the Committee will hear a presentation from a proposed operator for the Midtown Farmer's Market at the January Committee meeting.

E. Finance and Budget Committee – Dana Woodruff, Chair

Ms. Alvarado reported that there was no Finance Committee meeting in December 2019 and that the Staff is working to finalize transactions and close out the accounts for 2019.

F. Community Activity Report – Christopher Johnston, Liaison

i. SUPER NEIGHBORHOOD #62

Director Johnston that he attended the December 2019 Super Neighborhood #62 meeting at which an informative presentation about the Houston Police Department's Homeless Outreach Team was given. He said the presentation provided information to Midtown stakeholders regarding HPD's efforts to assist the City in addressing issues relating to impact of homelessness in the City.

G. Public Safety – Willie Coleman, Interim Chair

I. SECURITY COORDINATOR'S REPORT

Mark Leija reported on various law enforcement and public safety issues impacting the Midtown Community and efforts to address those issues.

He stated that representatives from the various law enforcement agencies and S.E.A.L Security Solutions, LLC continue to meet monthly to share information and discuss their respective agency's response to public safety issues in Midtown. He provided details of various meetings with Midtown residents and business owners regarding public safety concerns.

Mr. Leija reported that members of the Midtown Staff attended a meeting with City of Houston representatives to discuss and plan a strategy for the mid-December 2019 clean-up of the area on Wheeler/Richmond Street between Spur 527 and Alabama. He also announced that the building which housed the Neartown HPD Store Front is being demolished and redeveloped and the Neartown HPD Store Front has been relocated to Artesian Street near the Municipal Courthouse.

Mr. Leija invited the Board and guests to attend the upcoming "Coffee and Conversation" event hosted by the City of Houston Department of Neighborhoods in the 3rd floor Midtown Conference Room on Friday, January 17, 2020 from 10AM to 12PM. He stated that the goal of the event is to bring together executives from the City of Houston and other agencies for a cup of coffee and conversation about Midtown concerns.

Finally, Mr. Leija reminded everyone about the upcoming self-defense training for women scheduled for February 17 -20, 2020.

H. Executive Committee – Willie H. Coleman, Chair

Chair Coleman stated that there was no December Executive Committee meeting.

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

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

Midtown Park. The Staff and Consultants are still working on design concepts for the proposed Front 90 food hall to ensure it is a good fit for the space available. The temporary art installation in the elevator housing has been completed.

Caroline Street Reconstruction. During construction, the TxDOT contractor discovered some historic bricks in the roadways. The contractor has been asked by the City of Houston to preserve the bricks. Discussions are underway to determine how this discovery and the requirement to preserve the historic bricks will impact the project.

Bagby Park. The stage canopy is being fabricated and is expected to be installed in February 2020. The storage facility is being redesigned to include a restroom and construction is anticipated to begin in the 2nd Quarter of 2020.

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).**

There was no executive session.

ANNOUNCEMENTS


There were no announcements

NEXT MEETING DATE

Ms. Alvarado advised the Board that the next Midtown Management District Board of Directors meeting will be held on Wednesday, February 5, 2020 at 6:00 p.m. in the 3rd Floor Conference Room of the Midtown Management District's offices located at 410 Pierce Street, Houston, Texas 77002.

ADJOURN

There being no other business, the meeting was adjourned.


Eileen Morris
Board Secretary

2-5-2020
Date