



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

January 6, 2021

The Board of Directors of the Midtown Management District held a regular meeting, open to the public, on Wednesday, January 6, 2021, at 11:00 a.m. via video and telephonic conferencing, 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 | Vacant | Pos. 16 | Vacant |
| Pos. 8 | Vacant | Pos. 17 | Charles Washington |
| Pos. 9 | J. Allen Douglas | | |

All of the above were present thus consulting a quorum.

In addition, present at the meeting were Midtown Staff members Matt Thibodeaux, Kandi Schramm, Vernon Williams, Cynthia Alvarado, Marlon Marshall, David Thomas, Madeline Peña, Theresa Gilmore, Pat Hall of Equi-Tax, Inc., Clark Lord of Bracewell LLP, Peggy Foreman of Burney and Foreman, Ryan LeVasseur of Rice Management Company, Erica Rocha of SEAL Security Solutions, Kelly Young of Career and Recovery Resources, Andrew Pavelich, C. Broussard, Julie Shockley, and Scott Harbers.

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

Chair Morris called the meeting to order and welcomed everyone. Chair Morris also asked for a moment of silence to acknowledge the passing of Midtown staff member, Mark Leija.

RECEIVE PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

- A. APPROVE MINUTES FOR THE DECEMBER 2, 2020 BOARD MEETING**
- B. APPROVE FINANCIAL REPORT FOR THE MONTH OF NOVEMBER 2020**
- C. APPROVE PAYMENT OF INVOICES FOR DECEMBER 2020**
- D. APPROVE EQUI-TAX REPORT FOR DECEMBER 2020**

Ms. Alvarado presented the consent agenda. Director Coleman made a motion to approve the consent agenda as presented. 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. Finance and Budget Committee – Dana Woodruff, Chair

Director Woodruff reported that approximately seventeen percent (17%) of 2020 assessments have been collected. David Thomas reported that he is working with vendors to gather remaining invoices for FY 2020 so that he can begin the process of closing the books for FY 2020. Director Woodruff reminded everyone that the budget process will begin in a few months and asked Committee Chairs to start thinking about projects for FY 2022.

B. Service and Maintenance – Darcy John Lefsrud, Chair

Director Lefsrud stated that the Committee did not meet in December. He reported that the stage at Glover Park was replaced in 2020 and announced that the District will resume tree trimming over the next few months. Lastly, he stated that the next Service and Maintenance virtual meeting will be on January 25, 2021 at 3:30 p.m.

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

Chair Morris reported that the Committee did not have a December meeting. She announced that the Houston Arts Alliance (HAA), the administrator for the City of Houston arts grant approved an extension until December 31, 2021 for completion of cultural arts grant projects which were unable to be completed by the end of 2020 due to COVID-19. Ms. Alvarado reported that a few of the artists who received the Midtown Micro Arts Grants would benefit from the extension as they have not been able to complete their projects. Ms. Alvarado announced that she will be working with HAA and the artists regarding timely compliance.

Chair Morris announced that the staff is working on Art in the Park 2021 and that applications for artists/vendors are being accepted with an application deadline of February 15, 2021.

Finally, Director Morris announced that the Committee will have a joint meeting with the Marketing and Economic Development Committee on January 20, 2021 at 4:00 p.m.

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

Director Tyler-Dillard reported that the Staff coordinated the installation of Midtown’s new holiday banners and stated that Midtown plans to use these banners each year during the holiday season. She also stated that the Midtown Buzz is being drafted and that a recommendation was made to include an article paying special tribute Mark Leija. Director Tyler-Dillard also announced that the committee videos being produced by the Marketing and Economic Development Committee are expected to be completed this month and will begin airing shortly after completion. Ms. Peña shared a sample of the committee videos with the Board and attendees.

Director Tyler-Dillard announced that the Committee will have a joint meeting with the Cultural Arts & Entertainment Committee on January 20, 2021 at 4:00 p.m.

E. Urban Planning Committee – James Llamas, Chair

Director Llamas reported that the Urban Planning Committee met in December and discussed the Committee’s pending projects. He announced that the B-cycle stations at Brazos and McGowen Streets as well as the newest B-cycle station located next to Station Museum will be re-painted using Midtown colors. He also reported that work on the pedestrian safety enhancements for the pilot locations at Brazos and Webster Streets and at Elgin and Jackson Streets, has been completed and invited Board members and attendees to go by the locations and provide feedback to the Committee regarding the project. Director Llamas stated that the safety improvements were designed to make the crossings more visible and encourage drivers use caution and make slower turns. Director Llamas further reported the Committee has been looking at safety issues along Smith and Tuam Streets and is planning to engage with the City of Houston on ways to address those safety concerns.

Lastly, Director Llamas announced that the next Urban Planning Committee meeting will be held on January 25, 2020 at 4:30 p.m.

F. Community Activity Report – Christopher Johnston, Liaison

i. Super Neighborhood #62

Director Johnston reported that Super Neighborhood #62 held a meeting in December with a presentation from the City Planning Department and design consultants for the Downtown Management District regarding updates on the design and status of the North Houston Highway Improvement Project. He reported that there was discussion of the potential to landscape areas connecting Midtown, Third Ward and Museum Park.

Director Johnston also reported that there was discussion regarding public safety issues, specifically compliance and enforcement of COVID-19 regulations at bars and nightclubs in Midtown.

Finally, Director Johnston stated that the next SN #62 meeting would take place on February 11, 2021.

G. Public Safety – J. Allen Douglas, Chair

i. Security Coordinator’s Report

Director Douglas stated that the December 2020 meeting consisted of a presentation from Wayne Young regarding the transition of the Ed Emmitt Diversion Center building currently located at the northwest corner of Caroline and Dennis Streets to a facility providing permanent supportive housing to un-housed individuals. He gave an overview of the report provided by the SEARCH Homeless Outreach Counselor regarding efforts to address encourage and assist those living on the streets of Midtown to get into better housing situations.

Director Douglas also reported that there was discussion of efforts to address problems regarding and alleged lack of compliance with the Governor’s COVID-19 operating restrictions by certain Midtown bars and nightclubs. He stated that the various agencies including TABC, HPD, and HFD are discussing the issues and difficulties related to enforcement of COVID-19 operating restrictions.

Director Douglas also stated that Cynthia Alvarado and Mark Leija had conversations with the regional Loss Prevention Managers of CVS and Walgreens to discuss issues related to numerous calls for service for regarding shoplifting at the companies’ Midtown stores.

Lastly, Director Douglas announced that the next Committee meeting will be on January 19, 2021 at 11:30 a.m. via telephone and video conferencing.

H. Nomination Committee – Nancy Darst, Chair

Director Darst reported that the committee is waiting on City Hall for approvals regarding appointments and reappointments to the City of Houston for consideration. Ms. Alvarado announced that Kelly Young will be formally sworn in at the February 3, 2021 Board meeting.

I. Executive Committee – Eileen Morris, Chair

Chair Morris stated that all matters discussed at the Executive Committee meeting have been discussed and addressed in the various Committee reports. She thanked the Board members and the staff for their hard work on behalf of the Midtown Community in spite of the unprecedented challenges faced in 2020.

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:

Bagby Park

The Contractor completed the punch list items as well as the remaining items at the restroom and storage facility. An inspection was held this week and the bathroom sinks will have to be re-located approximately 1-1/2 inches before passing inspection and being approved for use by the public. The Authority and the MPC programming team are working on a plan to allow a portion

of the park to be made available for public use by the end of January 2021. The kiosk tenant, La Calle Tacos, is still awaiting issuance of permits by the City of Houston and is looking to open sometime in the Spring of 2021.

Caroline Street Reconstruction

The Contractor continues to work on road paving north of McGowen Street and will shift shortly to the western lanes between McGowen and Hadley Streets. The Contractor also continues to work on the streetscape amenities south of McGowen Street and is installing conduit for additional street lighting. Work is expected to begin soon on sidewalks between Elgin and McGowen Streets.

Partner Projects

Baldwin Park in Partnership with the MMD Service and Maintenance Committee.

The design team is updating plans to include electrical and lighting improvements. Construction is anticipated to begin in the Summer of 2021.

STEPS Pilot Project in Partnership with the Urban Planning Committee.

The pedestrian safety enhancements pilot projects on Brazos & Webster Streets and on Elgin & Jackson Streets is anticipated to be completed by the end of January 2021. The Staff will work with the Urban Planning Committee to identify additional locations to construct pedestrian safety enhancements within the District.

City of Houston Tuam Street Project in Partnership with the Urban Planning Committee.

A draft of the funding agreement for certain proposed Midtown improvements including a dedicated bike lane to be constructed as part of the City's Tuam Street Water Line Improvement Project has been submitted to Harris County Precinct One Commissioner Rodney Ellis' office for review.

WITH RESPECT TO THE FOREGOING AGENDA ITEMS, CONDUCT AN EXECUTIVE SESSION WITH REGARDS TO THE FOLLOWING, AS APPROPRIATE 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

Chair Morris announced that the next Midtown Management District Board of Directors meeting will be held on Wednesday, February 3, 2021, at 6:00 p.m. via video and telephonic conferencing.

ADJOURN

There being no other business, the meeting was adjourned.

DocuSigned by:

Marylene Chan

CA3EF7D600B04BD...

Marylene Chan, Board Secretary

2/9/2021

Date: _____