



midtown
HOUSTON

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

December 1, 2021

The Board of Directors of the Midtown Management District held a regular meeting, open to the public, on Wednesday, December 1, 2021, at 11:00 a.m. at the offices of Bracewell LLP, 711 Louisiana Street, Suite 2300, Houston TX 77002, and via Webex at the following link:

<https://bracewell.webex.com/bracewell/j.php?MTID=m221741ab437bbc8d8c4b4c0d02a7c66>

or by dialing US Toll Free 1-855-282-6330, and when prompted entering Access Code 2591 894 0887

The roll was called of the duly appointed members of the Board, to-wit:

Pos. 1	Darcy John Lefsrud	Pos. 10	Daniel Arguijo
Pos. 2	Gloria Haney	Pos. 11	Debbie Tyler-Dillard
Pos. 3	Amar Mohite	Pos. 12	Muddassir Siddiqi
Pos. 4	James Llamas	Pos. 13	Marylene Chan
Pos. 5	Ryan M. LeVasseur	Pos. 14	Christopher Johnston
Pos. 6	Nancy J.W. Darst	Pos. 15	Jeanette Criglar
Pos. 7	Desmond Bertrand-Pitts	Pos. 16	Kelly Young
Pos. 8	William Fulton	Pos. 17	Charles Washington
Pos. 9	J. Allen Douglas		

1. CALL MEETING TO ORDER AND VERIFY THAT A QUORUM IS PRESENT

It was announced that the meeting was being conducted in person and by videoconference in accordance with the provisions of Section 551.127 of the Texas Government Code. The meeting location was open to the public during open portions of the meeting.

Ms. Alvarado called the roll of the Board of Directors and verified that a quorum of the Board of Directors was physically present at the above referenced meeting location, specifically, Directors Lefsrud, Mohite, Llamas, Bertrand-Pitts, Fulton, Douglas, Criglar, Chan and Johnston.

Directors Haney, Arguijo, LeVasseur, Darst, and Young attended and participated in the meeting via video conferencing and telephonic conferencing.

Absent from the meeting was Director Siddiqi.

Also, physically present at the meeting were Clark Lord of Bracewell LLP.

The following persons attended the meeting virtually via video conferencing and/or telephonic conferencing: Midtown Staff members Kandi Schramm, Cynthia Alvarado, Vernon Williams, Madeline Peña, David Thomas, Amaris Salinas, Theresa Gilmore, Danielle Fanfair, and Jaime Giraldo; Peggy Foreman of Burney & Foreman; Rocha with S.E.A.L. Security Solutions LLC., Director Tyler-Dillard, and Director Washington.

Vice-Chair Lefsrud called the meeting to order and welcomed everyone.

2. RECEIVE PUBLIC COMMENTS

Ms. Alvarado stated that members of the public are invited to speak during this portion of the agenda. There is a limit to comments of no more than 3 minutes. Speakers may not yield all or a portion of their time to another person. State law prohibits the Board Chair or members of the Board from commenting on any statement or engaging in dialogue without an appropriate agenda item being posted in accordance with the Texas Open Meetings Act. Comments should be directed to the entire Board, not individual Board members. If you would like to speak during the Public Comments portion of the meeting, we ask, if possible, that you please sign-in with the District by sending an email to Cynthia Alvarado; CPM@, Operations Manager at: calvarado@midtownhouston.com and indicating your desire to speak during the Public Comments portion of the meeting. Please put PUBLIC COMMENTS- MMD Board Meeting in the subject line of your email.

No public comments were received.

3. APPROVE BOND, OATH AND SWORN STATEMENT FOR NEW BOARD MEMBER APPOINTED TO POSITION 10.

Director Mohite made a motion to approve the bond, oath and sworn statement for new Board member appointed to position 10. The motion was seconded by Director Douglas and carried by unanimous vote.

4. CONSENT AGENDA

- A. APPROVE MINUTES FOR THE OCTOBER 6, 2021, BOARD MEETING.**
- B. APPROVE FINANCIAL REPORT FOR THE MONTH OF SEPTEMBER 2021.**
- C. APPROVE THE FINANCIAL REPORT FOR THE MONTH OF OCTOBER 2021.**
- D. APPROVE PAYMENT OF INVOICES FOR OCTOBER 2021.**
- E. APPROVE PAYMENT OF INVOICES FOR NOVEMBER 2021.**
- F. APPROVE EQUI-TAX REPORT FOR OCTOBER 2021.**
- G. APPROVE EQUI-TAX REPORT FOR NOVEMBER 2021.**
- H. RATIFY AN UPDATED LETTER OF SUPPORT FOR THE CITY OF HOUSTON'S ENTERTAINMENT ZONE.**

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

REVIEW, DISCUSS AND TAKE NECESSARY ACTION REGARDING THE ANNUAL REVIEW OF THE DISTRICT'S INVESTMENT POLICY AND LIST QUALIFIED BROKER/DEALERS.

Director Douglas made a motion to approve the Investment policy as presented. The motion was seconded by Director Bertrand-Pitts and carried by unanimous vote.

REVIEW, DISCUSS AND TAKE NECESSARY ACTION REGARDING THE 3RD QUARTER INVESTMENT REPORT FOR THE PERIOD ENDING SEPTEMBER 30, 2021.

Director Chan made a motion to approve the Investment Report for the period ending September 30, 2021. The motion was seconded by Director Mohite and carried by unanimous vote.

RATIFY ACTION REGARDING A RESOLUTION ADOPTING A TITLE VI COMPLIANCE PLAN FOR THE DISTRICT.

Director Johnston made a motion to approve the ratification regarding a resolution adopting a Title VI Compliance Plan for the district. The motion was seconded by Director Criglar and carried by unanimous vote.

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

A. Finance and Budget Committee – Kelly Young, Chair

i. FY 2022 Budget

Director Bertrand-Pitts made a motion to approve the FY 2022 budget as presented. The motion was seconded by Director Douglas and carried by unanimous vote.

B. Service & Maintenance Committee – Christopher Johnston, Chair

C. Cultural Arts & Entertainment Committee – Charles Washington, Chair

D. Marketing & Economic Development Committee – Debbie Dillard, Chair

E. Urban Planning Committee – James Llamas Chair

F. Community Activity Report – Christopher Johnston, Liaison

i. Super Neighborhood #62

G. Public Safety Committee- J. Allen Douglas, Chair

i. REPORT FROM SECURITY COORDINATOR, JAIME GIRALDO

H. Nomination Committee – Nancy Darst, Chair

I. Executive Committee – Darcy Lefsrud, Vice-Chair

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

Nothing to report.

WITH RESPECT TO THE FOREGOING AGENDA ITEMS, THE BOARD MAY 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

Vice-Chair Lefsrud announced that the next Midtown Management District Board of Directors meeting will be held on Wednesday, January 5, 2021, at 11:00 a.m. and that more details will be forthcoming.

ADJOURN

There being no other business, the meeting was adjourned.



Marylene Chan
Board Secretary

2/2/22

Date



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 meeting of the **Urban Planning Committee** and the **Service and Maintenance Committee** of the Midtown Management District Board of Directors will be held on **Monday, November 15, 2021 at 4:00p.m. via electronic video conference. To attend this meeting please use the following URL:** <https://midtownhouston.webex.com/midtownhouston/j.php?MTID=m75d8a219d8478607db170a9f4655e8aa> or dial in by phone 1-408-418-9388 when prompted enter meeting number: **2495 735 6113**. This committee meeting is **open to the public**, to review, consider, and discuss the following matters:

1. Public Comments – None
2. Entertainment District Letter – The letter has been sent and will be ratified at The Executive Committee meeting on 11/18 and on the MMD Board meeting in December.
3. Update STEPS/pedestrian enhancements – Marlon stated that staff discussed project with Walter P. Moore consultants and is now a part of the general work order and will begin work in 1st quarter and report back to the committee at that time.
4. Update on parking benefits district – There are now changes in meter hours in Midtown and will be proposing adding a parking benefits agreement. This Fall the meter hours in the NW part of Midtown were extended from 7am to Midnight.
 - What happens to additional revenue that COH takes in? A portion of increment will go back to district where it was generated to enhance improvements in the area.
 - The City of Houston is developing a proposal to do potentially do that.
 - The COH has a comment period open, and we may want to think about pushing out communication to our residents on social.
 - The steering committee will choose the projects that the revenue goes towards + the sub-committee of the Midtown UP committee (TBD). Goal is to go to council by End of year.
5. Bike racks and buffer designs – Need to update the maintenance agreement with the COH. Staff will need to review cost estimates for maintenance projects. **Action Item: Get the input from Hannah Yi and office of City Engineer + Peggy Foreman**
6. Bike counters update – Nothing new to report
7. Discuss updates on Glover Park – Submitted an encroachment application for proposed projects such as fix-it stations, bike racks and relocating landscaping and trash receptacles and adjusting the sidewalks. Looking at letting Baldwin Park contractor look at it as an addendum pending proposed costs.
8. Discuss Midtown water line projects – Cit of Houston is working on water line projects with the next phase coming in 2022 along Tuam St. and Holman St. Staff is engaged so that when project is completed, the street design supports walkability and bikeability.

9. Discuss budget – Approving budgets in December Board meeting
10. Discuss Tuam Triangle project – Tuam St. + Genese St. (trying to figure out how to activate that space). Marlon said nothing new to report. Last meeting it was said that staff was looking at all of the entry portals holistically. Will revisit this project at the first of the year.
11. Discuss sidewalk repairs – No updates until Q1 of 2022.
12. Update regarding ongoing projects
 - Updates from Field Services team – Field services is going as regularly scheduled
 - Update on Baldwin Park upgrades – Nothing new to report
 - Update on graffiti abatement – going as regularly scheduled
 -
13. Discuss Budget – Approving budgets in December Board meeting
14. issues for future consideration by the Committee –
15. Next meeting date: Urban Planning
Monday, December 20, 4pm
Meeting links will be provided
closer to the date

16. Adjourn

SEAL

James Llamas
Christopher Johnston

James Llamas, Urban Planning Chair
Christopher Johnston, Service & Maintenance Chair
Midtown Management District

MIDTOWN MISSION: Midtown strives to provide an economically vibrant urban destination where arts and culture thrive alongside businesses and residents in a safe, active, diverse neighborhood.

**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 meeting of the **Marketing and Economic Development Committee** and the **Cultural Arts and Entertainment Committee** of the Midtown Management District Board of Directors will be held on **Wednesday, November 17, 2021, at 4:00 p.m. via electronic video conference. To attend this meeting please use the following URL:**

<https://midtownhouston.webex.com/midtownhouston/j.php?MTID=ma83883db7287fd6cbf628819f45ffb5d>
or dial in by phone 1-408-418-9388 when prompted enter meeting number: **2488 024 5695**. This committee meeting is **open to the public**, to review, consider, and discuss the following matters:

1. Welcome Guests and receive public comments
2. Updates on Marketing and Economic Development Committee
 - a. Review Draft of Midtown Buzz – Midtown Buzz will be sent out to print before the holidays and distributed the week of December 27th
 - b. Report on Social Media numbers for Q3 – We have surpassed our social media goals for Instagram and Midtown Houston Facebook. We are really close to hitting our goals for Twitter and the park Facebook pages.
 - c. Discuss upcoming guest blog topic – The Small Business Saturday blog was a success. It featured small business owners from All the Feels Shop. The owners emailed staff that they've had a few people visit their store after the blog was published.
3. Updates on Cultural Arts and Entertainment Committee
 - a. midtownHOU Arts Micro Grants 2021 – Nothing new to report
 - b. Midtown Mistletoe Market 2021 – Mistletoe Market will take place on December 10th and 11th at Bagby Park. Vendors, musicians, art classes have all been secured and are finalized.
4. Next Committee meetings - **Marketing and Economic Development Committee**
TBA
5. Adjourn

Debbie Tyler Dillard
Chair, Marketing

Charles Washington
Chair, Cultural Arts

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.



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 the **Public Safety Committee** of the Midtown Management District will hold a meeting on **Tuesday, November 16, 2021, at 11:30 a.m.** via electronic video conference. To attend this meeting please use the following URL:

<https://midtownhouston.webex.com/midtownhouston/j.php?MTID=m4a0215f7dd6409077a755e684800f313>

or dial in by phone **1-408-418-9388** when prompted enter meeting number: 2498 379 4874

This committee meeting is **open to the public**, to review, consider, and discuss the following matters:

1. Welcome Guests and Receive Public Comments – no public comments

The committee chair was not able to attend due to a family emergency.

James Llamas – MMD BOD
Jeanette Criglar – MMD BOD

Lt Spencer from South Central
Sgt. Brian Alms – South Central

Lucy Viera – Central
Sgt. Chad Wall – Central

Sgt. Haynes – Precinct 7

Jesse Sampson – SEAL
Erica Rocha – SEAL

Sean Quitzau – SEARCH

Brandon – PIT Team

Lt. Jackie Reese – METRO

Brianna Vu
Kay Walton – 2016 Main
Barbara Canetti
Scott Harbers
Cory Cloud

Jaime Giraldo
Cynthia Alvarado
Peggy Foreman

2. Receive, discuss, and take necessary action regarding monthly reports from:

a. Houston Police Department – South Central Division

BMVs are up due to cost and lack of parts! HPD keep your vehicles safe.

b. Houston Police Department – Central Division –

Shooting at CVS on Elgin at Main – HPD reports it looks like it was a robbery. One dead and one injured.

c. Harris County Constable- Precinct 7

Continued activity at Walgreen's – they are making arrests and returning stolen merchandise

d. METRO Police Dept

Along the rail in Midtown

98 citations written for fare evaders

1 assault

1 theft

1 criminal mischief

They are keeping deployment at The Ensemble platform from 6AM to 8AM daily – checking for fares and keeping vagrancy down

5PM to 7PM handles the same project at The Ensemble platform.

Overnight shift cleans the trains

e. Houston Community College Police Dept – not able to attend today

f. S.E.A.L. Security Solutions

144 calls for service – majority were suspicious individuals on property
Loitering is picking up around the Bagby at Dennis area.

Citgo at 1025 Alabama

Chevron – 2200 Smith

They are continuing to patrol the residential area.

SEARCH and SEAL working on early morning outreach

g. Public Intoxication Transport Team

78 calls from Midtown

260 proactive calls

Brandon is fluent in American Sign Language

h. SEARCH Homeless Outreach

Working in high traffic areas – mid-main area and main at webster area

They continue to proceed with night outreach. COH is working to close down the Hill Top Encampment at Hamilton at Pierce. Closing in a compassionate manner – everyone will be offered housing. This is happening today and throughout the remainder of the week. Productive collaboration with Lord of the Streets – LaVoy is at LOTS every Tuesday morning from 9AM to 12PM. Stakeholders can send individuals to LOTS on that day at 3401 Fannin at Francis. 70% of clients that SEARCH engages with are actively engaged in a housing search.

3. Update on community events – Cynthia reported that the City of Houston hosted their Sound Ordinance meeting last night. Good attendance. A lot of people reported on their experiences with sound issues and HPD. There will be another meeting on Thursday, November 18th both in person and virtually. The city has done a good job of getting the information out. Cynthia sent the information directly to our email lists.

**4. Next meeting date – Tuesday, December 21, 2021, at 11:30 a.m.
Combined Service and Maintenance / Public Safety Meeting
information will be provided**

5. Adjourn.