



**midtown**  
HOUSTON

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

**February 2, 2022**

The Board of Directors of the Midtown Management District held a regular meeting, open to the public, on Wednesday, February 2, 2022, 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=m470ea4f56221b626c760b21bbf952483> or dial US Toll Free 1-855-282-6330, and when prompted enter 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, Ph.D.
Pos. 4	James Llamas	Pos. 13	Marylene Chan
Pos. 5	Ryan M. LeVasseur	Pos. 14	Christopher Johnston
Pos. 6	Vacant	Pos. 15	Jeanette Criglar, Ph.D.
Pos. 7	Desmond Bertrand-Pitts	Pos. 16	Kelly A. 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.

At approximately 11:30 a.m. 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, Haney, Llamas, Bertrand-Pitts, Fulton, Arguijo, Chan, Johnston and Young. It should be noted that since there was not a quorum at the published meeting time of 11:00 a.m. The meeting recording begins at 11:30 a.m. at the same time a quorum of the Board of Directors in the room was obtained.

Directors LeVasseur and Washington attended and participated in the meeting via video conferencing and telephonic conferencing.

Director Tyler-Dillard attended by phone only without video capabilities.

Absent from the meeting were Directors, Mohite, Douglas, Siddiqi and Criglar.

Also, physically present at the meeting were Clark Lord of Bracewell LLP., and Midtown resident Trevor Smith.

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, Jaime Giraldo, and Danielle Fanfair. Also in attendance was Peggy Foreman of Burney & Foreman, Erica Rocha with S.E.A.L. Security Solutions LLC.

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

## **2. RECEIVE PUBLIC COMMENTS**

Michael Lewis with the Midtown Super Neighborhood spoke regarding the City of Houston Midtown Parking Benefits District and the Community Parking Program and the opportunity for the community to work together to benefit the community.

## **3. CONSENT AGENDA**

- A. APPROVE MINUTES FOR THE DECEMBER 1, 2021, BOARD MEETING.**
- B. APPROVE FINANCIAL REPORT FOR THE MONTH OF NOVEMBER 2021.**
- C. APPROVE THE FINANCIAL REPORT FOR THE MONTH OF DECEMBER 2021.**
- D. APPROVE PAYMENT OF INVOICES FOR JANUARY 2022.**
- E. APPROVE PAYMENT OF INVOICES FOR JANUARY 2022.**
- F. APPROVE EQUI-TAX REPORT FOR DECEMBER 2021.**
- G. APPROVE EQUI-TAX REPORT FOR JANUARY 2022.**

Ms. Alvarado noted that Item D. and E. on the Consent Agenda are the same action item. Item E should say approve payment of invoices for February 2022. Legal counsel recommended that the Consent Agenda be approve as is without Item 3E. That item will be included on the March 2022 Consent Agenda.

Director Young made a motion to approve the consent agenda without Item 3E. The motion was seconded by Director Johnston and carried by unanimous vote.

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

- A. Service & Maintenance Committee – Christopher Johnston, Chair**
- B. Cultural Arts & Entertainment Committee – Charles Washington, Chair**
- C. Marketing & Economic Development Committee – Debbie Dillard, Chair**
- D. Urban Planning Committee – James Llamas Chair**
  - i. City of Houston Parking Benefits District and Community Parking Program District Presentation**
  - ii. Bike Share Houston BCycle Station Request**

Staff was made aware of a letter from Bike Share Houston in December of 2021 requesting a split in funding for a BCycle Station to be located at The ION. The funding is available and was an approved item on the FY 2021 budget. Director Young made the motion to approve the request for funding that was an approved item on the FY

2021 budget. The motion was seconded by Director Washington and carried by unanimous vote. Directors Llamas and LeVasseur both abstained from discussion and voting.

**E. Finance and Budget Committee – Kelly Young, Chair**

**F. Community Activity Report – Christopher Johnston, Liaison**

**i. Super Neighborhood #62**

There was no meeting in January. Their next meeting is February 10<sup>th</sup> at 6:30PM virtually

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

**i. Security Coordinators Report**

**ii. Ratify the Interlocal Agreement for Law Enforcement Services with Harris County for March 1, 2022, through September 30, 2022**

Staff received annual contract for services with Harris County in mid-January. The contract for services was reviewed by our legal counsel and the financial portion was verified by our accounting manager for accuracy. This is an approved line item in the FY 2022 Board approved budget. The form of the contract is consistent with what we have seen in prior years. Due to timing issues with the County the contract was presented to the Executive Committee and recommended for ratification by the Board of Directors. Director Chan made the motion to ratify the interlocal agreement for law enforcement services with Harris from March 1, 2022, to September 30, 2022, as presented. Director Arguijo seconded the motion which carried by unanimous vote.

**H. Executive Committee – Darcy Lefsrud, Vice-Chair**

Items that were presented at the Executive Committee are action items on this agenda.

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

**Caroline Street** – The contractor has completed major roadway paving at all the signalized intersections. They have opened both lanes of traffic throughout the corridor. They are continuing to work on sidewalks and intersection ramps. There are some long lead items regarding installing some of the special pavers on ramps. The pedestrian lighting features between McGowen and Pierce have been installed. A good portion of landscaping has been installed, several trees, mulch and soil are being installed in the rain gardens.

The contractor is also working with the utility companies to relocate their lines to the upgraded poles. There are several utilities that share the same pole so there is a lot to coordinate. Once the utilities are removed from the old poles, the old poles can be removed. Once that is completed the contractor can go back and work in the area where the old poles were.

Remaining work includes, installing pavers some of the intersection ramps, finishing some of the driveways on side streets, completing sidewalks and completing the pedestrian amenities such as installing trash receptacles, signage, seating, and bike racks.

The most recent submittal from the contractor to complete the project was scheduled for March of 2022. To qualify that is what was approved in November 2021. Their December and January schedules have not been approved. January schedule has not been submitted. We are

anticipating that the project date completion will be most likely extended into the 2<sup>nd</sup> quarter.

**Baldwin Park** – This is a partner project with the Service and Maintenance Committee. The Management District has contributed funded for the upgrades to the playground equipment. The project includes additional lighting and electrical utilities, and expansion of the detention pond area due to expansion of the playground area. Some of the preliminary work has begun. We were not able to move further without a permit from the City of Houston which had been delayed. Just this week we did receive the permit to begin construction. Full mobilization will begin the week of February 7, 2022, and construction will begin on February 14, 2022. This is anticipated to be a 6-month project with completion in August 2022. The general park will remain open however the areas that are impacted by construction will be closed. As construction progresses, we will receive an updated phasing plan from the contractor which will be shared with the community. We are working with our media team to develop collateral media to disseminate with the community via the Midtown Houston website, eNews, and social media to keep them appraise of the project.

The MRA recently completed the **Capital Improvements Plan Survey**. This was a survey in which we solicited feedback from the community for approximately 30 days. The survey began in mid-December and completed in mid-January. Approximately 535 individuals responded. The results summary will be published on the Midtown Houston website and made available. The results will be reviewed and then the MRA will determine how the results will prioritize the projects related to the upcoming release of the CIP Plan for 2022.

**The Tuam Street Partner Project** Interlocal Agreement was approved by the MRA Board in January. This project includes Midtown upgrades and the MMD requested bicycle and pedestrian enhancements. We have not received a start date from the city of Houston. The city has publicly bid the project and accepted the bid from Harper Brothers Construction. However, we are not certain that Houston city council has approved the bid at this time.

**Street Overlay Project** a partnership project with the city of Houston. We are working with our consultants to review the pavement condition information documents that were provided to MRA by the city late last year. We are completing a field assessment to be sure that the condition of streets as provided is accurate. After that is complete, we can begin to prioritize the overlays with the city throughout the District. We will begin construction later this year.

**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**

Director Washington announced a reminder that February is Black History Month. There will be local exhibitions and shows on HGTV about Black History Month.

He also announced that he will also be an artist in residence in Angola for one month. He is looking forward to being able to bring back what he learns and share his experience.

Vice-Chair Lersrud thanked everyone in attendance and thanked those attending meetings and making the process happen during these trying times.

**NEXT MEETING DATE**

Vice-Chair Lersrud announced that the next Midtown Management District Board of Directors meeting will be held on Wednesday, March 2, 2022, at 11:00 a.m. and that more details will be forthcoming.

**ADJOURN**

There being no other business, the meeting was adjourned.

  
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Marylene Chan  
Board Secretary

3/2/22  
\_\_\_\_\_  
Date



## MIDTOWN MANAGEMENT DISTRICT

**Public Safety Committee and the Service and Maintenance Committee**  
**Tuesday, January 18, 2022, at 11:30 a.m.**

**1. Welcome Guests and Receive Public Comments** Sgt Nick Matson, Sgt, Wall, Susanna Deltoro, Sean Quitzau, Jaime Giraldo, Peggy Foreman, Cynthia Alvarado, Allen Douglas, Jeanette Criglar, Kirby, LeVoy Darden, Lt. Ted Naradovy, Brian Walker, Brianna Vu, Cedric METRO PD, Chelsea Stormes, Cherie Benoit, Christopher Johnston, Cindy Jackson, Daniel Knapp, Erica Rocha, Jeanette Baughman, Jesse Sampson Erica Rocha, Kay Walton, Mark Sullivan Mary, METRO PD, Sgt Brian Alms.

Cindy Jackson spoke about the Old Label Warehouse regarding concerns about the safety of the building. Jaime provided an update on the status; Midtown staff has sent several letters to the owner; Department of Neighborhoods is involved as is the city of Houston Department of Habitability. The owner who is in California is being sent citations and is up to date on taxes. There is no response from the owner.

South part of Midtown close to Wheeler – TXDOT has taken down a house and purchased 3 properties. This is part of the North Highway Improvement Project – segment 3B has been given a green light to move ahead.

Mr. Dodwad – lives south of St. Joseph and Webster Street – reports that when you drive down the street people are walking up to cars and knocking on cars.

Maintenance issue – Hadley and LaBranch installed new pipes and there is a big open whole and no curbs. So, trash is being dumped into the hole.

**2. Receive updates from the Public Safety Committee:**

**a. Houston Police Department – South Central Division**

Ms. Criglar reported that the Rise Club reported in May of 2021 for loud music came up in court last week. There was no trial that day, but it has been rescheduled for mid-April 2022. It had to be rescheduled because the officer didn't show, and the ticket was written improperly. The prosecutor is willing to pursue it. NOTE - court is all day long – starts at 7AM and cases start at 2PM. It is hard to make it all the way through court.

Ms. Walton – the group that has been working on updating the sound ordinance is asking that these cases be heard in night court! That way night shift officers can attend, and citizens don't have to take the day off to attend. If HPD could provide input to CM Alcorn's office and let them know that is a better fit for officers, this will help.

**b. Houston Police Department – Central Division**

Sgt Wall – Central Division has some overtime funds available, so they are kicking off a sound enforcement this weekend at midtown and neighboring bars. Checking into 2222 Louisiana at the Chevron. They continue to check the encampments in Alabama and the Spur encampments.

Working on Hot Spots -2220 Main @76 Gas Stations. 2012 Smith case  
gone down. At Randall's there was a response to a night call. Man threatened to kill himself. P7 was  
called. HPD CIP unit was also requested. Lt. Cousins with P7 convinced him to drop the knife. HPD  
took him to jail because he had open warrants.

- a. METRO Police Dept
- b. Houston Community College Police Dept
- c. S.E.A.L. Security Solutions

A lot of calls to 76 Gas Station – dealing and using drugs, shooting dice. CITGO at 1025 Alabama for  
people loitering. 1000 Elgin a very aggressive panhandler, fights SEARCH and the employees. 408  
Webster – multiple issues with people sleeping in the drive thru. Residential patrols – a couple of  
vehicles broken in to.

- a. Walgreen's – on Smith. They do continue to check on the old label warehouse.
- b. 95 calls – YTD calls 1087

**d. Public Intoxication Transport Team**

40 proactive calls – 16 received housing assistance. 4 were transported to the sobering  
center

**3. Receive updates from the Service and Maintenance Committee:**

- a. Ongoing Projects
- b. Issues for future considerations – the possibility of cleaning on Pierce

4. Next meeting date – **Public Safety Meeting**  
**Tuesday, January 18, 2022, at 11:30 a.m.**  
**Information will be provided**

**Service and Maintenance Committee**  
**To be announced**

5. Adjourn.

*J. Allen Douglas/ca*

*Christopher Johnston/ca*

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J. Allen Douglas, Chair  
Public Safety Committee  
Midtown Management District

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Christopher Johnston, Chair  
Service and Maintenance Committee  
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

### Marketing and Economic Development Committee and the Cultural Arts and Entertainment Committee Wednesday, January 19, 2022, at 4:00 p.m.

Debbie Tyer-Dillard – Marketing Committee Chair  
Charles Washington – Cultural Arts Committee Chair  
Daniel Arguijo – MMD Board Member  
Cynthia Alvarado – Operations Manager  
Madeline Peña – Marketing and Communications Manager

Kanessa Lewis – with the Nigeria Cultural Parade and Festival at Root Park first Saturday in October Festival - She lives in Midtown

Jasmine Ayers an artist and teacher in the community. Works at Shape Center at Live Oak in 3<sup>rd</sup> Ward.

#### 1. Welcome Guests and receive public comments

#### 2. Updates on Marketing and Economic Development Committee

a. **Review Draft of Midtown Buzz** – Graphic designer is working on the Buzz and will have a draft by February 2<sup>nd</sup> – that draft will be reviewed by internal staffing (Cynthia and Vernon) then we are ready to move ahead. There will be a new fresh look with more photos and illustrations.

We are going to deliver the Buzz to elected officials and key governmental offices and they will be delivered to newsstands and neighboring business in downtown and to our apartment properties.

b. **Report on Social Media numbers for Q4** - Madeline presented the social media numbers. Overall, we saw growth in all areas of social media. Last year we audited our social media and realized certain topics perform better than others. So, we are working to develop content that responds to topics. Instagram will be focusing on short video content.

1. Capital Improvement Projects
2. New art installations in the park
3. Cultural Arts – grants and other topics
4. Public Safety

c. **Discuss Q1 Marketing campaigns** – this plan is still in progress with our marketing team.

d. **Digital Kiosks in Midtown** – City of Houston has been working on this since the summer of 2021. The kiosks will serve as a way finding. The first one in Midtown will be at Gray and Bagby. It will be installed by the end of the month for a ribbon cutting by the end of the month. The kiosks will also deliver content such as activities, cultural and civic resources. Our team is trying to determine what apps better serve our community.

#### 3. Updates on Cultural Arts and Entertainment Committee

a. **Report on Midtown Mistletoe Market 2021** –  
This was a well-attended event. We received a lot of good feedback from artists/vendors and guests. Madeline will have a short video highlight for the February board meeting. **Completed**

b. **Midtown Art in the Park 2022**  
Due to planned construction at Baldwin Park the 2022 fine art festival will be taking place at Bagby Park on Saturday, April 2, 2022. We will have space for 22 artists, there will be a variety



of acoustic music and art classes, as well as chalk art and the dog park will be activated.

**c. midtownHOU Arts Micro Grants 2022**

Staff will be working with Fresh Arts to help with this grant process. The goal is to engage with qualified artists to distribute all the grant funds at one time without having to come back for a second round of grants.

**d. Report on Final City Initiatives Grant Report to Houston Arts Alliance**

Due January 31, 2022. This is a report that covers the \$140,000 grant that Midtown received in the last quarter of 2019. Due to COVID the grant completion deadline was extended through the end of 2021. **In process**

**e. Report on Texas Commission on the Arts Annual Report – due June 15, 2022**

This year the Midtown Cultural Arts District will be 10 Years old. The district is required to report to the Texas Commission on the Arts about the projects. Ten Year Report is due – June 15, 2022.

Update – The seven cultural arts districts met in December with The Houston Endowment to determine ways that The Endowment could help enhance funding, to positively impact cultural tourism. Cynthia has been asked to supply The Endowment with an inquiry for funding. **Completed**

4. Next Committee meetings – **Marketing and Economic Development Committee  
Cultural Arts and Entertainment Committee  
Wednesday, February 16, 2022, at 4:00pm  
Meeting links will be provided closer to the date**
5. Adjourn

*Debbie Tyler-Dillard*

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Debbie Tyler-Dillard, Chair  
Marketing and Economic Development Committee

*Charles Washington*

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Charles Washington, Chair  
Cultural Arts and Entertainment Committee

**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**  
**Urban Planning Committee Notes**  
**Monday, January 24, 2022, at 4:00p.m.**

**Updates on Urban Planning Committee**

**1. Welcome and receive public comments – No public comments**

- 2. Update on City of Houston Maintenance Agreement** – Received a response from Hannah and updates are straightforward but need to submit design plans. Next step – Have Marlon ask the engineers take the design concepts for the Gray St. buffer areas and turn it into an engineering sheet to submit to the COH. 1 drawing should suffice for all 5-6 locations intended.

- **Action Items:** Send Marlon Proposed Locations & Design Concept (bike rack & buffer design)
- Bike Lanes – Proposing taking up maintenance of the La Branch, Gray & Austin St. lanes
  - Pavement markings and replacements - \$10,000/year estimated cost

- 3. Update on STEPS/pedestrian Enhancements** – Meeting with consultants, will update committee once presented to the MMD Board.

- 4. Update on parking benefits district** – The COH shared a draft of the ordinance in December. The Parking Benefits District would take a portion of the incremental revenue generated between 6pm – Midnight within a certain boundary and split the monies (40% COH and 60% Midtown). The revenue would be hosted by a Midtown appointed and COH approved committee which would include MMD reps, Super neighborhood Reps, and other key stakeholders. The committee would direct the funds towards certain projects approved by COH and Midtown would carry forward.

- Potential projects: Bikeway maintenance, bike racks, mobility & safety projects.
- **Action Items:** Ms. Alvarado will please invite Maria Irshad, assistant director of ParkHouston to attend the MMD Board meeting to present the PBD and the CPP to the full board and community. **completed**

- 5. Discuss BCycle ION Proposal** – A request has been received from BikeShare (12-17-2021) to assist in funding a Bicycle Station at The ION. This request will follow the normal protocol to verify that the funding is available. It will be vetted by the Executive Committee and possibly sent to the MMD Board as an action item. NOTE - Ask BCycle if Midtown can have branded bikes.

- **ACTION ITEM** – Ms. Alvarado will find out about placing this on the Executive Committee agenda **Completed.**

**6. Update on partnership projects**

- **Glover Park** – Plans have been submitted for review and waiting on approvals.
- **City of Houston water line projects** – Finalize Interlocal terms on Tuam, it is on agenda


- for approval at MRA meeting on 1/27
- **Tuam triangle –**
  - **Sidewalk repairs –**

**Discuss issues for future consideration by the Committee-** Combined meetings with Service and Maintenance to continue

Next meeting date: **Monday, February 21st, 4:00pm**  
**Meeting links will be provided closer to the date**

Adjourn

SEAL

  
James Damas, Urban Planning Chair  
Midtown Management District  
Urban Planning Committee

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