



MINUTES OF THE MIDTOWN MANAGEMENT DISTRICT BOARD OF DIRECTORS MEETING

May 4, 2022

The Board of Directors of the Midtown Management District held a regular meeting, open to the public, on Wednesday, May 4, 2022, at 6:00 p.m. in the first-floor conference room of the building located at 412 Pierce Street, Houston, TX 77002, inside the boundaries of the District, and the roll was called of the duly appointed members of the Board, to-wit:

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, Ed.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

All of the above were present except Directors Fulton, Arguijo, Tyler-Dillard, and Siddiqi, thus constituting a quorum.

In addition, present at the meeting were Midtown Staff members Matt Thibodeaux, Cynthia Alvarado, Chrystal Robinson-Davis, Marlon Marshall, David Thomas, Mark Sullivan, and Jaime Giraldo; Peggy Foreman of Burney & Foreman; Clark Lord of Bracewell LP; Pat Hall of Equi-Tax Inc., Carl O. Sandin of Perdue Brandon Fielder Collins & Mott LLP, and Michael Lewis of Super Neighborhood 62, Phillip Dee, Hellen Kelly, Bruce Roberson, and Toliman Au.

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

2. RECEIVE PUBLIC COMMENTS

Vice-Chair Lefsrud announced that members of the public are invited to speak during this portion of the agenda. Please limit your comments to 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 that you please announce yourself now.

There were no public comments.

3. CONSENT AGENDA

- A. APPROVE MINUTES FOR THE APRIL 6, 2022, BOARD MEETING.**
- B. APPROVE FINANCIAL REPORT FOR THE MONTH OF MARCH 2022.**
- C. APPROVE PAYMENT OF INVOICES FOR APRIL 2022.**
- D. APPROVE EQUI-TAX REPORT FOR APRIL 2022.**

Director of Operations Cynthia Alvarado presented the various items on the consent agenda. Director Young made a motion to approve the consent agenda as presented. The motion was seconded by Director Chan, which carried by unanimous vote.

REVIEW, DISCUSS AND TAKE NECESSARY ACTION REGARDING THE 1ST QUARTER INVESTMENT REPORT FOR THE PERIOD ENDING MARCH 31, 2022.

Mr. Thomas directed the Board's attention to the written Investment Report from Investment Officer Matt Thibodeaux. Mr. Thomas stated that as the District Accounting Manager he prepared the 1st Quarter Investment Report 2022 in accordance with Article III, Section 3.03 and Article IV, Section 4.06 of the Investment Policy of the District.

Mr. Thomas presented the investment report and stated that the average interest rate on all accounts was 0.0965% for the 1st Quarter. He further stated that the amount of interest earned was \$1,323.04.

Director Bertrand-Pitts made a motion to approve the Investment Report as presented. The motion was seconded by Director Chan 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

Director Johnston notified the board that the committee had received a notice of increase regarding Metropolitan Landscape contract. Staff will be working to negotiate the details. Further information will be brought to the board at a future meeting.

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

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

D. Urban Planning Committee – James Llamas Chair

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

ACTION ITEM: FINANCE ENGAGEMENT LETTER

Mr. Thomas reported that staff is preparing for an audit of the FY 2021 financial statements to take place. The fiscal year is completed, and the books have been closed. All invoices have been received.

In preparation for the annual audit Mr. Thomas reported that the auditors have provided an updated engagement letter. The updated engagement letter was provided to the Board of Directors prior to the meeting. Staff has received FY 2021 audit packets and are moving forward collecting and providing the required information and data to complete the audit process.

Director Young made a motion to approve the audit engagement letter as presented. The motion was seconded by Director Douglas and carried by unanimous vote.

F. Community Activity Report – Christopher Johnston, Liaison

i. Super Neighborhood #62

G. Nominating Committee- Gloria Haney, Chair

Director Haney reported that the nominating committee had met to review the proposed candidates that were nominated by Board Members for officer positions. The committee recommended the following:

Chair – Darcy Lefsrud

Vice Chair- James Llamas

Treasurer- Kelly Young

Secretary – Marylene Chan

Assistant Secretary – Desmond Bertrand- Pitts

Nominations were called for from the floor and hearing none. Each candidate was nominated and elected by the Board individually. This slate of officers were elected by acclamation. There term will be June 1, 2022 – June 1, 2024.

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

i. Security Coordinators Report

I. 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 – Contractors continue to work. The back of curb improvements from Pierce Street to Elgin Street remain to be completed. MRA staff continues to work with utilities companies to remove the remaining utility poles. Remaining projects include installation of pavers, bike racks, signs and striping.

Baldwin Park – Additional playground equipment installation is projected to be

completed by late summer.

PARTNER PROJECTS

The Gray Street Bike Buffer Design – This project is moving forward. This partnership with the Urban Planning Committee and the City of Houston will enhance bike safety on Tuam.

Glover Park – Bidding of this project has been completed. Bids will be submitted at the next MRA board meeting for their approval. Project enhancements include a bike rack and a bike fix-it station.

Parks and the Public Realm – The first advisory meeting was held. MRA is hoping to receive and compile public feedback by the end of May.

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

Ms. Alvarado introduced the new MMD Operations Supervisor, Chrystal Robinson-Davis.

Presentations:

Mr. Jason Cunningham RPA, CCA, the Deputy Chief Appraiser for the Harris County Appraisal District provided an in-depth presentation about how property values are determined in the county and how stakeholders can protest their property value.

Ms. Pat Hall the District Assessor & Collector at Equi-Tax provided a presentation about the way the annual Midtown Management District assessment is collected and timelines that determine when they are late.


Mr. Carl O. Sandin who is with the firm Perdue Brandon Fielder Collins & Mott LLP, is our attorney who collects delinquent assessments on behalf of the District. He reported on the process of collecting delinquent assessments.

NEXT MEETING DATE

Vice-Chair Lefsrud announced that the next Midtown Management District Board of Directors meeting will be held on Wednesday, June 1, 2022, 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

4/1/22

Date