



midtown
HOUSTON

MINUTES

**MIDTOWN MANAGEMENT DISTRICT
BOARD OF DIRECTORS MEETING**

August 2, 2023

The Board of Directors of the Midtown Management District held a regular meeting, open to the public, on Wednesday, August 2, 2023, at 6:00 p.m. in the **1st 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	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	Maggie Segrich	Pos. 15	Jeanette Criglar
Pos. 7	Desmond Bertrand-Pitts	Pos. 16	Kelly A. Young
Pos. 8	Lewis Goldstein	Pos. 17	Charles Washington
Pos. 9	J. Allen Douglas		

All of the above were present except Directors LeVasseur, Douglas, Goldstein, Arguijo, Johnston, Mohite, and Washington.

In addition, present at the meeting, were Midtown Staff members Matt Thibodeaux, Cynthia Alvarado, Vernon Williams, Marlon Marshall, and Chrystal Robinson-Davis; CPA Consultant Melissa Morton (via video conference), Peggy Foreman of Burney and Foreman, Clinton Turner, President of Super Neighborhood #62, Jennifer Gribble of South Main Baptist Church, Brad Sullivan of Lord of the Streets, Karlus Allen of New Power Chiropractic and Midtown residents Luke Romero and Scott Harbors.

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

Chair Lefsrud called the meeting to order and welcomed everyone.

Mrs. Robinson-Davis called the roll of the Board of Directors and verified that a quorum was present.

2. RECEIVE PUBLIC COMMENTS

There were no public comments made.

3. CONSENT AGENDA

- A. **APPROVE MINUTES FOR THE JULY 12, 2023, BOARD MEETING.**
- B. **APPROVE FINANCIAL REPORTS FOR THE MONTH OF JUNE 2023.**
- C. **APPROVE PAYMENT OF INVOICES FOR JULY 2023.**
- D. **APPROVE EQUI-TAX REPORT FOR JULY 2023.**

Ms. 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 Criglar and carried by majority vote.

4. RECEIVE DISCUSS AND TAKE NECESSARY ACTION REGARDING THE 2ND QUARTER INVESTMENT REPORT FOR THE PERIOD ENDING JUNE 30, 2023.

Ms. Melissa Morton presented the quarterly investment report for the period ending June 30, 2023. She stated that the average yield on all accounts for the 2nd Quarter was 1.6667% and that the amount of interest earned for the quarter was \$46,603.00. She stated that Midtown's investment portfolio is in compliance with the District's Investment Policy and the investment provisions of the Public Funds Investment Act. Director Siddiqui made a motion to accept the 2nd Quarter investment report as presented. The motion was seconded by Director Betrand-Pitts and carried by majority vote.

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

A. Service and Maintenance Committee – Christopher Johnston, Chair

Director Llamas presented the Service and Maintenance Committee report on behalf of Director Johnston. There were no action items. He reported that the Midtown Park Conservancy Field Service Team is temporarily working with SMC in planting and cleaning debris within the District. Director Llamas stated that the maintenance team is working to address some of the issues raised by speakers during public comments at the July Board meeting. He also reported that there were some current problems with the irrigation system at Holman and Main Street and the maintenance team is working to make the necessary repairs to the irrigation system equipment. Finally, Director Llamas reminded everyone that the next Service and Maintenance Committee meeting is scheduled for Monday, August 21, 2023, at 4:00 p.m.

B. Urban Planning Committee – James Llamas, Chair,

Director Llamas presented the Urban Planning committee report. There were no action items.

i. Midtown Parking Benefit District Advisory Committee

Director Llamas reported on the activities of the Midtown Parking Benefit District (Midtown PBD) Advisory Committee. He reported that the District received a second check in the amount of \$156,000 representing a portion of revenues from certain parking meters within the Midtown PBD for the period from July 1, 2022 to June 30, 2023. He stated that the Advisory Committee approved 2 projects for recommendation to ParkHouston for approval. The first project was to expend \$7500.00 to pay the service and maintenance costs for four previously suspended Bike Share stations located in Midtown for a 3-month period beginning September 1, 2023. The second project was to fund a proposal from HPD South Central Division, to spend \$29,840.00 to fund the Midtown Loud Noise Overtime program, which would pay for HPD officers to work overtime during peak periods to increase presence and focus on responding to calls and addressing violations the City's sound ordinance in Midtown. Director Llamas advised the Board that the Advisory Committee is evaluating several other projects and invited Board members to submit ideas for projects that would benefit the Midtown community. He stated that the next PBD Advisory Committee meeting is scheduled for Thursday, October 12, 2023, at 3:00 p.m. and will be open to the public.

Director Llamas reminded the Board that the next Urban Planning Committee meeting will be held on Monday, August 21, 2023, at 4:00 p.m.

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

Director Tyler-Dillard presented the Marketing & Economic Development Committee report. There were no action items. She reported the social media numbers for the month of June which include 7 media placements and a media reach of 1,301,062 with a total publicity value of \$53,364. The top media placements were Daily Advent, 365 Things to Do In Houston, and Culture Map. The driving factor of social media for the month of June was the Juneteenth Midtown Sign Wrap and the Juneteenth Artist Talk. The number of followers increased by 265. The digital outcomes across all platforms for June 2023 were 31,914 reached, 21,196 engagements and 120 link clicks.

Director Tyler-Dillard also provided updates regarding the Midtown Buzz and the 10-Year Management District Impact Report. Finally, Director Tyler-Dillard announced that the next Marketing & Economic Development Committee meeting will be held on Tuesday, August 15, 2023, at 3:00 p.m.

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

Ms. Alvarado presented the Cultural Arts & Entertainment Committee report on behalf of Director Washington. There were no action items. Ms. Alvarado reported that the application has been launched for participation in the 2023 Mistletoe Market event to be held in Baldwin Park in December 2023. Ms. Alvarado announced that the Committee is also working on the Call for Creatives for the Hispanic Heritage Sign Wrap and Artist Talk. She announced that the next Cultural Arts & Entertainment Committee meeting will be held on Tuesday, August 15, 2023, at 3:00 p.m.

E. Finance Committee – Kelly Young, Chair

Director Young presented the Finance Committee report. There were no action items. She announced that the Committee will resume having monthly meetings as it works on the FY 2024 Budget. She stated that the Staff will be working with each of the Committee Chairs on their budget requests. Director Young also reminded each Committee Chair to review their 2023 projects, budget, and expenditures to ensure that they are on target for project completion by the end of the year. Director Young announced that the next Finance Committee meeting will be held on Tuesday, August 29, 2023, at 10:00 a.m.

F. Community Activity Report – Christopher Johnston, Liaison

i. Super Neighborhood #62

Clinton Turner and Jennifer Gribble were introduced as the newly elected President and President-Elect of Super Neighborhood #62. Mr. Turner stated that he was looking forward to working with the District.

G. Public Safety Committee – Jeanette Criglar, Chair

Director Criglar presented the Public Safety Committee report. There were no action items. Director Criglar stated that various law enforcement agencies reported that they have observed an increase in the unsheltered population in Midtown and that they continue working to manage the impact on the Midtown community.

Jamie Giraldo reported on various public safety activities including the decommissioning of homeless encampments at Spur 527, Milam and Alabama, Richmond and Main and on Blodgett Street. He stated that 19 people were provided housing and 10 structures were removed. He reported on his activities in July, including multiple inspections conducted throughout the District and actions taken, meetings with various property and business owners regarding public safety issues, attending meeting with the SEARCH Outreach Team, the bi-annual luncheon with law enforcement agencies in Midtown, planning for National Night Out and Coffee with a Cop to be held on October 3rd and 4th.

Mr. Giraldo reported that an additional SEAL officer has been temporarily engaged to assist with persons sleeping on and otherwise blocking the sidewalks in Midtown in violation of the City ordinance regarding same

Director Criglar announced that the next Public Safety Committee meeting will be held on Tuesday, August 15, 2023, at 11:30 a.m.

H. Service and Improvement Plan – Jeanette Criglar, Co-Chair Kelly A. Young, Co-Chair

Mrs. Robinson-Davis presented the Service and Improvement Plan Committee report on behalf of Directors Criglar and Young. She stated that the Committee has continued to update the timeline and is still working on plans to host various focus groups with stakeholders and property owners. Robinson-Davis also reported that the Committee has begun production of a Midtown

Management District educational video, which is expected to be completed in early September 2023. Mrs. Robinson-Davis announced that the focus groups meetings will begin in September 2023.

I. Executive Committee – Darcy Lefsrud, Chair

Chair Lefsrud stated that all matters discussed at the Executive Committee meeting were addressed in the various other Committee activity reports. He thanked everyone for their work on behalf of Midtown and announced that the next Executive Committee meeting is scheduled for August 30, 2023, at 10:00 a.m.

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

Mr. Marlon Marshall presented the following reports regarding the status of current Midtown Redevelopment Authority capital improvement projects:

Caroline Street – The Design team is gathering pricing from contractors to perform work in pilot test areas that are experiencing ponding along the curb; Upcoming work includes cathodic protection system testing.

Brazos Street – The MRA Staff are awaiting a response from the City of Houston to the project design concepts submitted during the initial Design Concept Review meeting. MRA Staff anticipates that the next follow-up meeting will address the next action steps for public engagement regarding the project.

PARTNER PROJECTS

Safe Street Survey - MRA Staff and consultants are continuing to work to finalize the Safe Street Survey report which is anticipated to be complete in the next few weeks. Once completed, a full presentation will be made to the MRA Board of Directors.

Parks and Public Spaces Master Plan –MRA is working with the Mayor’s Office of Special Events and to review limiting traffic on Main Street between McGowen and Anita. If approved, a temporary closure of the street may take place. MRA will present partnership proposals to the Urban Planning and Cultural Arts & Entertainment Committees once it receives the timeline, and feedback on the scope of work from the Mayor’s Office of Special Events.

Gray Street Buffer designs –MRA has updated the procurement documents based on the feedback received from various contractors following the initial solicitation and plans to re-advertise for bids in August 2023.

Urban Forestry Plan - MRA has partnered with the Urban Planning Committee for the Urban Forestry Plan. The priority pruning and fertilization plan has to be approved by the City of Houston Forestry Department. MRA has submitted the Urban Forestry Plan to the City of Houston and is awaiting feedback.

Mill and Overlay of Streets – The City of Houston has started the Mill and Overlay project on Dennis Street. The following streets or portions thereof have been identified for inclusion in the mill and

overlay project: Additional streets will Berry, Dennis, Stuart, Anita, Francis, Hadley, McIlhenny, and Rosalie. Work will continue through September 2023.

7. **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.

8. **ANNOUNCEMENTS**


NEXT MEETING DATE

Chair Lefsrud announced that the next Midtown Management District Board of Directors meeting will be held on **Wednesday, September 6, 2023, at 11:00 a.m.**

There were no other announcements.

9. **ADJOURN**

There being no other business, the meeting was adjourned.



Marylene Chan
Secretary

9/16/23

Date