



MINUTES

**MIDTOWN MANAGEMENT DISTRICT
BOARD OF DIRECTORS MEETING**

August 7, 2024

The Board of Directors of the Midtown Management District held a regular meeting, open to the public, on Wednesday, August 7, 2024, 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 | Vacant | Pos. 12 | Vacant |
| Pos. 4 | Vacant | Pos. 13 | Marylene Chan |
| Pos. 5 | Ryan M. LeVasseur | Pos. 14 | Christopher Johnston |
| Pos. 6 | Maggie Segrich | Pos. 15 | Jeanette Criglar, Ph.D. |
| Pos. 7 | Desmond Bertrand-Pitts | Pos. 16 | Kelly A. Young |
| Pos. 8 | Lewis Goldstein | Pos. 17 | Vacant |
| Pos. 9 | J. Allen Douglas | | |

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

In addition, present at the meeting, were Midtown Staff members Cynthia Alvarado, Marlon Marshall, David Thomas, Jaime Giraldo (via video conference), Chrystal Davis, Kandi Schramm (via video conference); Melissa Morton, CPA, of The Morton Accounting Services; Peggy Foreman of Burney and Foreman; Clark Lord of Bracewell, LLP; Ashley Small and Ashley Segura (who attended via video conference), of Medley, Inc.; Jessica Ortiz of Carr Riggs Ingram; Jennifer Gribble, Giselle Martinez, and Lynda Guidry (who attended via video conference) of the Midtown Super

Neighborhood #62; Jeri Brooks (via video conference) of One World Strategy Group, Maya Ford of Ford Momentum, LLC; Ericka Garcia of Camden Property Trust; Grant Sadler of Omega Dental and Midtown residents: Ed Reybitz and Clinton Turner.

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

Chair Criglar called the meeting to order and welcomed everyone.

Chrystal Davis called the roll of the Board of Directors and verified that a quorum was present.

2. RECEIVE PUBLIC COMMENTS

Grant Sadler with Omega Dental introduced himself and stated that he came to the meeting to learn more about the District.

3. CONSENT AGENDA

- A. APPROVE MINUTES FOR THE JUNE 5, 2024 BOARD MEETING**
- B. APPROVE FINANCIAL REPORTS FOR THE MONTH OF MAY 2024**
- C. APPROVE FINANCIAL REPORTS FOR THE MONTH OF JUNE 2024**
- D. APPROVE PAYMENT OF INVOICES FOR JUNE 2024**
- E. APPROVE PAYMENT OF INVOICES FOR JULY 2024**
- F. APPROVE EQUI-TAX REPORT FOR JUNE 2024**
- G. APPROVE EQUI-TAX REPORT FOR JULY 2024**
- H. RATIFY AGREEMENT WITH PADRÓN & COMPANY FOR WEBSITE REDESIGN**

Ms. Alvarado presented the various items on the consent agenda. Director Bertrand–Pitts made a motion to approve the consent agenda as presented. The motion was seconded by Director Segrich and carried by unanimous vote.

4. RATIFY RENEWAL OF INSURANCE POLICY FOR THE PERIOD BEGINNING AUGUST 1, 2024 AND ENDING JULY 31, 2025.

Cynthia Alvarado advised the Board that since there was no meeting held in July, due to the impact of Hurricane Beryl, it was necessary for Executive Director Matt Thibodeaux to act on behalf of the District to renew the District’s insurance coverage for the period beginning August 1, 2024 and ending July 31, 2025. She advised the Board of the total cost to renew the insurance coverage for the above referenced period was \$15,706.00 which was approximately 4.81% higher than the previous year. Director Young made a motion to ratify the actions taken

to renew the District's insurance coverage for the period beginning August 1, 2024 and ending July 31, 2025. The motion was seconded by Director Segrich and carried by unanimous vote.

5. **DESIGNATION OF AUTHORIZED REPRESENTATIVES TO ESTABLISH BANKING RELATIONSHIPS WITH APPROVED QUALIFIED BANKS AND OTHER FINANCIAL INSTITUTIONS**

Ms. Melissa Morton presented the Resolution designating authorized representatives to establish banking relationships with approved qualified banks and other financial institutions. She stated that the resolution designated and authorized Executive Director, Matt Thibodeaux, as Investment Officer and/or the District's Chief Operating Officer, Vernon E. Williams, to establish and/or terminate one or more accounts with banks and/or financial institutions from time to time. She further stated that the resolution provided that the Board Officers be notified in writing whenever a bank account is established or terminated on behalf of the District.

Director Young made a motion to approve the Resolution designating authorized representatives to establish banking relationships with approved qualified banks and other financial institutions. The motion was seconded by Director Lefsrud and was carried by unanimous vote.

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

A. Service and Maintenance Committee – Christopher Johnston, Chair

Mrs. Davis presented the Service and Maintenance Committee report on behalf of Director Johnston. There were no action items. She provided updates regarding various maintenance projects and emergency maintenance services provided by the Field Services Team following hurricane Beryl. She also reported that the Committee and Midtown Staff are in the process of reviewing the District's current Emergency Action Plan and expanding it into a more comprehensive disaster recovery plan and will seek input from the following Committees: Public Safety, Marketing, Service and Maintenance, and Finance and will address both pre-disaster planning and post disaster recovery. Jeremy Rocha advised the Board that the work done to implement some of the initial recommendations made as part of the Urban Forestry Plan helped to prevent even more damages in Baldwin Park due to Hurricane Beryl. He stated that there were additional costs incurred as a result of Hurricane Beryl and that the final numbers would be presented at a future meeting once all costs are tabulated.

Mrs. Davis announced that the next combined Service and Maintenance Committee and Urban Planning Committee meeting will be held on Monday, August 19, 2024 at 4:00 p.m.

B. Urban Planning Committee – Maggie Segrich, Chair

Director Segrich provided the Urban Planning Committee report. There were no action items. She announced that the Midtown Staff was working to revise the Scope of Services for the Gray Street Buffer Design Project and re-issue the solicitation.

She further stated that the Committee and Midtown Staff are continuing work on reviewing the current City of Houston Maintenance Agreement and identifying additional enhancements and projects for inclusion in the written request to the City to amend the Maintenance Agreement.

Director Segrich further reported that the Committee and the Midtown Staff are discussing how to reallocate funding from the Bagby & Elgin Streets curb enhancement projects to other projects such as pavement marking replacements, relocating some of the planters on Elgin Street to the various parks in Midtown, and installing [additional] bike racks in some of the Midtown parks.

Finally, Director Segrich announced that the next Urban Planning Committee meeting will be held on Monday, August 19, 2024, at 4:00 p.m.

i. Midtown Parking Benefit District Advisory Committee

Director Segrich reminded the Board that the MPBD Advisory Committee meetings are held quarterly and that the next MPBD Advisory Committee meeting is scheduled for Thursday, September 19, 2024, at 3:00 p.m.

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

Ashley Small of Medley, Inc. presented the social media numbers for June 2024. She stated that there were 8 total media placements and mentions for the month. She also stated the total media reach was approximately 511,108 viewers, listeners, and readers with a total media value of approximately \$11,868. Mrs. Small reported that Midtown gained 379 new followers on its various social media channels, with 20,829 engagements (likes, clicks, and shares) in June. She stated that the content that received the most engagements included articles regarding the launch marketing for the Juneteenth art installation and Artist Talk, the Midtown Buzz Summer issue, the launch of the new Midtown website redesign and the blog content pertaining to office space available for lease and working in Midtown. Director Tyler-Dillard reported that 13, 500 printed copies of the Summer issue of the Midtown Buzz was distributed within the District in June 2024. She further reported that Midtown Staff have begun to work on the Committee's budget for FY 2025. Director Tyler-Dillard also stated that during one of the Reimagine Midtown Focus Group sessions, there was strong support for more projects focused on economic development in the

District and elevating Midtown businesses. She announced that effective in January 1st, 2025, the a standalone Economic Development Committee will be formed to concentrate on economic development projects

i. Website Redesign

Director Tyler-Dillard reported that Midtown Staff is working closely with Padrón & Company on the redesign of the Midtown website. which is expected to launch in mid to late September 2024.

Director Tyler–Dillard announced that the next Marketing and Economic Development Committee meeting will be held on Tuesday, August 20, 2024 at 3:00 p.m.

D. Cultural Arts & Entertainment Committee – Desmond Bertrand-Pitts, Chair

Director Betrand-Pitts presented the Cultural Arts & Entertainment Committee report. There were no action items. He reminded the Board that the District will host Mistletoe Market 2024 on Saturday, December 14, 2024 and Sunday, December 15, 2024 and that the Staff and consultants are working hard to get community artists and business owners to participate in the event. Director Bertrand-Pitts further reported that the HueMan: Shelter - Bloomberg Public Art Challenge is continuing to move forward. He announced that Chandler Snipe will serve as the Program Supervisor for the project. Ms. Snipe introduced herself and shared information regarding her experience and excitement to work on the HueMan: Shelter Project. Director Bertrand-Pitts stated that the Committee was gathering information regarding a potential sponsorship of the “Big Walls, Big Dreams 2024 Festival” hosted by Elia Quiles of Up Art Studio.

i. Memorandum of Understanding between Midtown Management District and the City of Houston for the HueMan: Shelter Public Art Project.

Clark Lord shared information regarding the relationships between the Bloomberg Philanthropies, City, Midtown Redevelopment Authority (MRA) and the District relating to the HueMan: Shelter Public Art Project. He stated that re stated that there would be multiple agreements outlining and documenting the duties, responsibilities, and rights of the various parties. Chair Criglar asked the Staff to provide a flowchart outlining the role of each of the parties for the project. Mr. Lord asked the Board to authorize moving forward with all necessary agreements to facilitate implementation of the HueMan: Shelter Project Director Young made amotion to authorize moving forward with all necessary agreements to facilitate implementation of the HueMan: Shelter Project The motion was seconded by Director Bertrand-Pitts and was carried by unanimous vote.

Director Bertrand-Pitts announced that the next Cultural Arts and Entertainment Committee meeting will be held on Tuesday, August 20, 2024, 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 monthly meetings as it works on the FY 2025 Budget. She further stated that the Midtown Staff will be working with each of the Committee Chairs on their budget requests. Director Young also reminded each Committee Chair to review their 2024 projects, budgets, and expenditures to ensure that they are on target for project completion by the end of the year.

i. FY 2023 Audit Presentation by Carr Riggs Ingram

Melissa Morton reported that the FY 2023 Audit has been completed. Ms. Jessica Ortiz of Carr Riggs Ingram presented the draft of the FY 2023 Audit and stated that the District received a clean opinion and that there was no material weaknesses or unusual entries found. Ms. Ortiz walked the Board through the FY 2023 Audit Report and the Required Communications and answered questions. Director Chan asked Ms. Ortiz to consider adding additional language to Audit Note 5 to clarify the expansion of services provided to the District: Director Chan also asked Ms. Ortiz to consider adding additional explanatory language to Audit Note 4. Director Young made a motion to accept the FY 2023 Audit as presented, subject to clarifying changes to Audit Notes 4 and 5. The motion was seconded by Director Bertrand-Pitts and carried by unanimous vote.

Finally, Director Young announced that the next Finance Committee meeting is scheduled for Tuesday, August 27, 2024 at 1:00 p.m.

F. Community Activity Report – Christopher Johnston, Liaison

i. Super Neighborhood #62

Mrs. Davis informed the Board that the Super Neighborhood #62 did not meet in July and stated that the next SN #62 meeting is scheduled for Wednesday, August 14, 2024 at 5:45 p.m. in the Conservatory located at 606 Dennis Street, Suite 1, Houston, Texas 77006.

G. Public Safety Committee – Jeanette Criglar, Chair

Jaime Giraldo reported on public safety activities over the past 2 months and pending efforts to improve public safety in Midtown. He stated that 21 of the 25 Flock cameras have

been installed in the District and that the remaining cameras are expected to be installed by August 30, 2024.

Mr. Giraldo reported that he is working with Sgt. Chad Wall, DRT officer with the Houston Police Department (“HPD”) Central Patrol Division regarding the Directed Enforcement Initiative. He reminded the Board that the initiative will focus on the area that is west of Louisiana street and inside the Midtown boundaries. He also announced reminded the Board that the Midtown Loud Noise Initiative will resume again in August 2024. Mr. Giraldo reminded the Board that the Midtown Loud Noise Initiative was paused due to a City-wide Initiative focusing on higher priority violent crimes which required law enforcement personnel adjustments. He provided updates regarding the Bike Patrol Program which was funded by the Midtown Parking Benefit District beginning in June 2024. Mr. Giraldo stated that the Bike Patrol Program was on hold due to administrative issues, but that it will resume in August 2024. He again thanked the Midtown Field Services Team for their hard work in addressing clean-up and removal of debris in Midtown following the recent storms.

The next Public Safety Committee meeting will be held on Tuesday, August 20, 2024 at 11:30 a.m.

i. Interlocal Agreement with Harris County for Law Enforcement Services to be provided by Precinct 7 Deputy Constables

Mr. Giraldo announced that comments to the Agreement with Harris County for law enforcement services were again sent to the Precinct 7 Constable for review and correction. He stated that the current agreement will expire on September 30, 2024 and would need to go before Commissioner’s Court for approval and that due to timing issues it may be necessary . He advised the Board that it may be necessary to ask the Board to ratify the execution of the Agreement with Harris County, at the September 2024 Board of Directors meeting in order to avoid a gap in services. Finally, Mr. Giraldo stated that while the Agreement with Harris County is not yet final, but that an estimated 5%-8% increase in cost is anticipated for law enforcement services.

H. Nominating Committee - Gloria Haney, Chair

Ms. Alvarado stated that the City has not yet taken action on the recommended Board appointments and reappointments.

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

i. Report Regarding the Reimagine Midtown Charette

Maya Ford of Ford Momentum provided a report regarding the public engagement process for the proposed 10-Year Service and Improvement Plan and Assessment Plan. Ms. Ford stated that Ford Momentum is working with One World Strategy Group to aggregate data from a series of Midtown events such as the Reimagine Midtown survey, Listening Sessions, Focus Groups and Reimagine Midtown Charrettes. She further stated that Ford Momentum and One World Strategy Group are continuing to assist the District with the public engagement process relating to the 10-year Service and Improvement Plan and Assessment Plan.

Ms. Ford presented a report showing the results of the data compiled from participating Midtown stakeholders showing the stated community priorities and needs. She stated that public safety and maintenance continues to be at the forefront of stakeholder concerns. She also announced that the District will host a Town Hall for stakeholders to have one more opportunity to provide feedback regarding the Service and Improvement Plan and Assessment Plan on August 21, 2024, at 6:00 p.m. at South Main Baptist Church.

J. Executive Committee – Jeanette Criglar, Chair

Chair Criglar stated that all matters discussed at the Executive Committee meeting were addressed in the various committee activity reports. She further announced that the Executive Committee and certain other Board committees would resume in person meetings at the discretion of the committee chair.

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

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

Caroline Street – The City approved the Caroline Street remedial drainage improvement plan which is anticipated to resolve the ponding in the parking spaces along Caroline Street. MRA awarded the contract to construct the improvements to Elite Construction Services. The project is expected to start in October 2024 and take approximately 60 days to complete.

Brazos Street – MRA Staff met with the City of Houston Mayor’s Office of Economic Development Public Works on June 4, 2024 concerning projects that are on temporary hold. MRA has provided information requested by the City and is still awaiting a response from the City.

Brazos Street Bridge Landscape Improvements – The work was completed however, the landscaping was damaged by Hurricane Beryl. The contractor is working to repair the

damages. The project will soon be transferred to the Midtown Service and Maintenance Team for maintenance and upkeep after the repairs are made by the contractor.

Sidewalk Assessment – MRA has identified smaller segments of the sidewalk project that will be funded through the Urban Planning Committee’s special projects budget allocated for sidewalks and curb repairs. The initial phases for the major sidewalk improvements will occur along Isabella and Truxillo Streets. The project is expected to start in 2025.

PARTNER PROJECTS

Gray Street Buffer Designs – MRA staff and consultants are in the process of re-issuing the solicitation for a revised Scope of Services and will provide additional updates and recommendations at the September 2024 Board meeting.

Urban Forestry Plan – MRA received the final report from the contractors. The Service and Maintenance Committee is still reviewing the report. It will be made available for public comment viewing after the final review.

CenterPoint Lighting Assessment Survey – MRA has discussed the newly installed test luminaires with the Service and Maintenance Committee to determine which luminaire provides the best lighting option for the District.

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

Ms. Alvarado encouraged attendance at the Town Hall meeting on Wednesday, August 21, 2024 at 6:00 p.m. at South Main Baptist Church in the Fellowship Hall to discuss the proposed 10-year Service and Improvement Plan and Assessment Plan.

NEXT MEETING DATE

The next Midtown Management District Board of Directors meeting will be held on **Wednesday, September 4, 2024, at 11:00 a.m.**

9. ADJOURN



Desmond Bertrand-Pitts, Secretary

Date: 9/4/2024