



MINUTES
MIDTOWN MANAGEMENT DISTRICT
BOARD OF DIRECTORS' MEETING

December 4, 2024

The Board of Directors of the Midtown Management District held a regular meeting, open to the public, on Wednesday, December 4, 2024, at 11:00 a.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	Ericka Garcia
Pos. 2	Gloria Haney	Pos. 11	Debbie Tyler-Dillard
Pos. 3	Vacant	Pos. 12	Edmund Reybitz
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 Lefsrud, Bertrand-Pitts, Douglas, and LeVasseur.

In addition, present at the meeting, were Midtown Staff members Matt Thibodeaux, Kandi Schramm (who joined via video conference), Vernon Williams, Kayler Williams, Chandler Snipe, Cynthia Alvarado (who joined via video conference), Marlon Marshall, David Thomas, Jaime Giraldo (who joined via video conference), Chrystal Davis, Willie Larry; Melissa Morton of The Morton Accounting Services; Peggy Foreman of Burney and Foreman; Clark Lord of Bracewell, LLP; Ashley Small and Ivy Batista (who joined via video conference) and Ashley Segura of Medley, Inc.; Jennifer Gribble and Lynda Guidry of the Midtown Super Neighborhood #62; Janice Gorman

of Williamsburg Enterprises; Erica Rocha of SEAL Security Solutions (who joined via video conference); Barry Espinosa of the Oxberry Group; Pastor Evan McClanahan of the First Lutheran Church; Tenel Tayar and Brandon Eads of the Fifth Corner District; and Midtown residents: Clinton Turner (who joined via video conference), Cynthia Aceves-Lewis, Michael Lewis, Jen Shar, and Christopher Urbanczyk.

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.

Midtown resident Jen Shar provided suggestions to the Board about revisions to the current draft of the proposed Midtown Management District’s 10-Year Service and Improvement Plan and Assessment Plan (2025-2034), “the Proposed Service Plan 2025-2034” and expressed concerns about the need for more public safety in Midtown. Ms. Shar expressed support for recommended changes to the Proposed Service Plan 2025-2034 made by the Midtown Super Neighborhood #62 (MSN #62) at its most recent meeting held on Wednesday, November 20, 2024 (the MSN #62 November 2024 meeting). Finally, Ms. Shar stated that she was opposed to paying an assessment.

Midtown resident Chris Urbanczyk stated that he supported the recommended changes to the Proposed Service Plan 2025-2034 made by MSN #62 at its November 20, 2025 meeting. He further expressed his concerns about the decline of economic development in Midtown, the unhoused population, and the need for additional public safety in Midtown.

Janice Gorman of Williamsburg Enterprises expressed her concerns regarding the impact of the unhoused population and vagrants on her company’s properties. She stated that her company’s costs for cleanup and security for their tenants have increased substantially and are unsustainable. She asked that the District provide a greater focus on public safety and security in Midtown.

Jennifer Gribble, President of the MSN #62, reminded the Board that MSN #62 conducted a survey of Midtown stakeholders in January 2023 and used the results of that survey to create the MSN #2 Action Plan, which identified the top three priorities for Midtown stakeholder as: public safety, economic development, and service and maintenance. Ms. Gribble stated that MSN #62 was concerned about the District’s allocation of funds in its budget toward projects that are not aligned with these three priorities.

Mrs. Gribble urged the Board to not approve the current draft of the Proposed Service Plan 2025-2034 and indicated a willingness to work with the District to revise the Proposed Service Plan 2025-2034 to align with the priorities identified by MSN #62.

Midtown resident Cynthia Aceves–Lewis expressed her concerns regarding the pace of progress and the level of services provided to the Midtown community by the District especially as related to public safety, service and maintenance, and economic development. She raised concerns regarding the current draft of the Proposed Service Plan 2025-2034. Mrs. Aceves-Lewis urged the Board not to approve the current draft of the Proposed Service Plan 2025-2034.

Tanel Taylor, commercial property owner of the Fifth Corner District, expressed his concerns regarding the need for more public safety and economic development in Midtown. Mr. Taylor further stated that the budget allocation in the current draft of the Proposed Service Plan 2025-2034 has yet to be revised and that he supports the recommendations presented at the MSN #62 meeting held on November 20, 2024.

Barry Espinosa of Oxford Group also expressed his concerns regarding the unhoused population, public safety in Midtown, and the provision of services and maintenance. He further stated that he has personally seen the acts mentioned by the other speakers. He stated that the lack of increase in economic development in Midtown is affecting his company's business and the growth of the neighborhood.

Finally, Pastor Evan McClanahan of First Lutheran Church expressed his concerns about the impact of homelessness and crime in Midtown and stated his belief that it is causing residents to relocate to the suburbs of Houston. He further stated that he is fully supportive of revising the Proposed Service Plan 2025-2034 consistent with the recommendations presented at the November 2024 MSN #62 meeting.

Chair Criglar thanked the speakers for their comments. She also urged the speakers to attend and participate in the District's monthly committee meetings to learn more regarding the work of the District Board and Staff and to offer new ideas and recommendations for consideration by the Board, especially the public safety and service and maintenance committees. She stated that economic development has recently been separated from the marketing committee to provide more focus on Midtown businesses. She stated that all Board members are volunteers and encouraged all interested and concerned Midtown residents and stakeholders to work with the District to make improvements for the betterment of the entire District.

3. CONSENT AGENDA.

- A. APPROVE MINUTES FOR NOVEMBER 6, 2024 BOARD MEETING**
- B. APPROVE FINANCIAL REPORTS FOR THE MONTH OF OCTOBER 2024**
- C. APPROVE PAYMENT OF INVOICES FOR NOVEMBER 2024**
- D. APPROVE EQUI-TAX REPORT FOR NOVEMBER 2024**

Mrs. Chrystal Davis presented the various items on the consent agenda.

Director Johnston made a motion to approve the consent agenda as presented. The motion was seconded by Director Bertrand-Pitts. The motion was approved and carried by unanimous vote.

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

Attorney Peggy Foreman stated that this item was being pulled from the agenda and would be considered at a future Board meeting.

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

Director Segrich made a motion to take the Finance Committee report and agenda item 5(e)(I) relating to the Budget for FY 2025 out of order. The motion was seconded by Director Bertrand-Pitts and carried by unanimous vote.

Finance Committee – Kelly A. Young, Chair

i. Approve Budget for FY 2025

Melissa Morton, CPA, of The Morton Accounting Services, presented a detailed overview of the proposed budget for FY 2025. She stated that the proposed revenue from assessments for FY 2025 is projected to be \$3,276,860.00, representing a slight decrease compared to 2024 and is based on the 2024 certified assessed valuations. Ms. Morton stated that grant revenue is anticipated to be \$300,000.00, which is the remaining balance of funds awarded for the HueMan: Shelter Bloomberg Public Art Challenge Project grant and is expected to be received in 2025.

Ms. Morton also stated that revenues of approximately \$179,000.00, representing a portion of the parking revenues from the Midtown Parking Benefits District, is anticipated to be received in FY 2025. The total from all funding sources is projected at \$3,937,679.00, which is a slight increase over 2024 total revenues.

Ms. Morton also presented each of the expense categories and highlighted the differences in comparison to FY 2024. She stated that utilizing funding from all sources, the total budget for public safety related projects is expected to increase by approximately \$229,479.00 for a total public safety budget of \$1,511,850.00 for 2025.

Director Tyler-Dillard made a motion to approve the budget for FY 2025 as presented. The motion was seconded by Director Garcia. Following all discussion, the motion was carried by majority vote. Director Chan abstained from the vote and the remaining Board members voted in favor of the motion.

Chrystal Davis announced that the next Finance Committee meeting is scheduled for Tuesday, January 28, 2025, at 1:00 p.m.

A. Service and Maintenance Committee – Christopher Johnston, Chair

Director Johnston presented the Service and Maintenance Committee report.

i. Reallocate funding for Baldwin Park Lighting Program

Director Johnston advised the Board that the Service and Maintenance Committee was working to re-allocate and designate \$50,700.00 from the FY 2024 Service and Maintenance Committee budget to cover a portion of the costs of the Baldwin Park Lighting program. He reminded the Board that some of the lighting equipment in Baldwin Park is now obsolete and that additional funding is needed to move forward with the project which is anticipated to be completed in the 1st quarter of FY 2025.

ii. Graffiti abatement on private property

Director Johnston advised the Board that the Service and Maintenance Committee plans to implement a pilot project in 2025 to abate graffiti on certain strategically located highly visible private properties in the District. He further stated that the budget for the pilot project is \$10,000.00 and that the cost of graffiti abatement will be shared 50/50 with affected commercial property owners.

iii. Request to allocate additional funding from reserves toward Special Projects major repairs, replacements, and upgrades of legacy improvements.

Director Johnston advised the Board that the bids came in higher than expected for the Midtown Streetscape Refresh project, which consists of major repairs, replacements, and upgrades of certain legacy improvements within the District. He stated that the scope of work includes long-term tree management, care and maintenance, planting of new trees, tree pruning, landscape management and

preservation, irrigation system calibration and upgrades, pedestrian lighting installation, pavement striping, replacement of missing or damaged landscaping, trees, drain grates, utility covers and litter bins. Director Johnston stated that the work will span approximately 65 total blocks on Elgin, Gray and Main Streets.

Director Johnston stated that following the initial bid process, MRA re-bid the project and the low bid for the Midtown Streetscape Refresh Project came in at \$921,541.15, which exceeded the approved special projects budget of \$750,000.00.

Director Johnston made a request for an additional amount not to exceed \$350,000.00 from reserve funds to move forward with the Midtown Streetscape Refresh Project.

Director Goldstein made a motion to approve an additional amount from reserve funds not to exceed \$350,000.00 to complete the Midtown Streetscape Refresh Project. The motion was seconded by Director Segrich. Following all discussion, the motion was carried by unanimous vote.

Director Johnston announced that the next combined Service and Maintenance Committee and Urban Planning Committee meeting will be held on Monday, December 16, 2024 at 4:00 p.m.

B. Urban Planning Committee – Maggie Segrich, Chair

Director Segrich presented the Urban Planning Committee report. There were no action items.

i. Midtown Gray Street Bikeway Enhancements

Director Segrich reported that the Urban Planning Committee has selected the first location to install graphic pavement markings at Austin and Gray Streets. She further stated that for ease of reference and clarity moving forward the project name was changed from “Gray Street Buffer Designs” to “Gray Street Bikeway Enhancements”.

Director Segrich announced that the next Urban Planning Committee meeting will be held on Monday, December 16, 2024, at 4:00 p.m.

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

Director Tyler-Dillard presented the Marketing and Economic Development Committee report and summarized the communications report for October 2024. There were no action items.

Director Tyler–Dillard announced that the next Marketing and Economic Development Committee meeting will be on Tuesday, January 21, 2025 at 3:00 p.m.

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

Director Bertrand-Pitts presented the Cultural Arts & Entertainment Committee report. There were no action items.

Director Bertrand-Pitts announced that the next combined Cultural Arts and Entertainment Committee and Marketing and Economic Development Committee is scheduled for Tuesday, January 21, 2025, at 3:00 p.m.

E. Finance Committee – Kelly Young, Chair

See summary of Finance Committee Report under paragraph 5 above.

F. Community Activity Report – Christopher Johnston, Liaison

i. Super Neighborhood #62

Mrs. Chrystal Davis presented the Super Neighborhood #62 report on behalf of Director Johnston. She stated that the MSN #62 met on Wednesday, November 20, 2024, at 5:45 p.m. at South Main Baptist Church and that Kelly Young, in her role as Executive Director of the Houston Housing Coalition, gave a presentation regarding housing resources needed to service the unhoused population and offered solutions to help address homelessness in Houston. Mrs. Davis also reported she and Ms. Alvarado presented the current draft of the Proposed Service Plan 2025-2034 at the MSN #62 meeting and that Midtown resident, Cynthia Aceves-Lewis, also made a presentation offering modifications to the current draft of the Proposed Service Plan 2025-2034.

Mrs. Davis announced that the next MSN #62 meeting is scheduled for Wednesday, December 11, 2024 at 5:45 p.m. at South Main Baptist Church, 4100 Main Street, Houston, Texas 77002.

G. Public Safety Committee – Jeanette Criglar, Chair

Director Garcia presented the Public Safety Committee report. She shared information on pending efforts to improve public safety in Midtown along with plans for a new project in 2025. Director Garcia reported that the Harris County Precinct 7 Constable was assigning an additional deputy constable to work in Midtown at no additional cost to the District. There were no action items.

Director Garcia announced that the next Public Safety Committee meeting will be held on Tuesday, December 17, 2024, at 11:30 a.m.

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

Mrs. Davis announced that the scheduled Administrative Public Hearing will be held on Wednesday, December 18, 2024 at 6:00 p.m. in the 1st floor conference room of the Midtown offices, 410 Pierce Street, Houston, Texas 77002. She further stated that the District is still accepting petitions to provide the services that are described in the Proposed Service Plan 2025-2034. Clark Lord provided an explanation of the process for adopting a new Service and Improvement Plan and Assessment Plan and reminded the Board that the upcoming Administrative Public Hearing is a Hearing on the Proposed Service Plan. He stated that the Board would vote on whether to adopt a new Service and Improvement Plan and Assessment Plan at a future board meeting.

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.

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 (MRA) capital improvement projects:

Caroline Street Remedial Drainage Pilot Project – The contractor was notified by AT&T that there were significant utility conflicts under the sidewalk where the contractor was supposed to make utility line connections. The MRA project team submitted a revised design plan to the City of Houston “the City” for approval to move forward with the project. Pending City approval, MRA anticipates project completion in the first half of 2025.

Sidewalk Assessment – The MRA staff has received confirmation that sidewalk panels measuring less than 20 linear feet do not require submission of full design plans or the approval by the City prior to repair or replacement. The MRA staff is in the process of

identifying those sidewalk segments that are eligible to move forward with repair and/or replacement.

Midtown Development Survey - As part of their efforts to accelerate development in Midtown, the MRA staff has met with various developers to gather information regarding barriers to development and has distributed the Midtown Development Survey to the general public, with a goal of obtaining feedback regarding barriers to development. MRA received approximately 300 responses to the survey which ended in November 2024, and the staff is currently reviewing, analyzing and assembling the survey results which will be presented to the MRA Board at a future meeting.

PARTNER PROJECTS

Expansion of Maintenance Agreement with the City – The Midtown staff have previously submitted a request to expand the current Maintenance Agreement with the City to include maintenance of certain bicycle lanes, pedestrian walkways, and entry portals. The request is still under review by City representatives.

Gray Street Bikeway Enhancements – The project scope of work will be revised to reduce the number of graphic pavement marking locations from 6 to either 1 or 2. Based on the bids received, the total cost for 2 locations is approximately \$117,132.00. The Midtown staff will make recommendations regarding the project at a future Board meeting.

CenterPoint Lighting Assessment Survey – CenterPoint Energy has approved 81 installations of additional lighting in the District. The 81 sites are now being reviewed by the City of Houston to confirm suitability for new lighting installations. These first 81 installations do not require additional sitework to address conflicts for installation of the required conduit, however, CenterPoint Energy will need to conduct a field assessment prior to beginning work.

Special Projects

Midtown Streetscape Refresh Project - The Midtown staff issued a request for clarification for the bids received. After clarifications, the low bid received was \$921,541.15 for the Midtown Streetscape Refresh project. The MRA staff recommended that the budget be increased by an additional amount not to exceed \$350,000.00 (which amount includes the bid price differential and additional funds for a contingency to cover any change orders and construction administration).

7. WITH RESPECT TO THE FORGOING 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).

Upon entering into executive session, the presiding officer shall note which agenda items will be discussed.

There was no Executive Session.

8. ANNOUNCEMENTS

NEXT MEETING DATE

The next Midtown Management District Board of Directors meeting will be held on **Wednesday, January 8, 2025, at 11:00 a.m.**

9. ADJOURN

There being no further business to come before the Board, the meeting was adjourned.

Signed by:

Desmond Bertrand - Pitts

528C64D6E5294DE...

Desmond Bertrand-Pitts, Secretary

Date: 1/8/2025