



MINUTES

**MIDTOWN MANAGEMENT DISTRICT
BOARD OF DIRECTORS MEETING**

June 5, 2024

The Board of Directors of the Midtown Management District held a regular meeting, open to the public, on Wednesday, June 5, 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	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 Segrich, Johnston, and Young.

In addition, present at the meeting, were Midtown Staff members Matt Thibodeaux, Cynthia Alvarado, Vernon Williams, Marlon Marshall, David Thomas, Kayler Williams, Amaris Salinas, Willie Larry, Jaime Giraldo, Chrystal Davis, Kandi Schramm, Sally Adame (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 (via video conference), of Medley, Inc.; Jennifer Gribble and Lynda Guidry (via video conference) of the Midtown Super Neighborhood #62; Steve Hrnchir, General Engineering Consultant of Howard, Needles, Tammen & Bergendoff (HNTB) Corporation for the Texas Department of Transportation, (TX-DOT); Ericka Garcia of Camden Property Trust; 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

There were no public comments.

3. CONSENT AGENDA

- A. APPROVE MINUTES FOR THE MAY 1, 2024 BOARD MEETING**
- B. APPROVE FINANCIAL REPORTS FOR THE MONTH OF APRIL 2024**
- C. APPROVE PAYMENT OF INVOICES FOR MAY 2024**
- D. APPROVE EQUI-TAX REPORT FOR MAY 2024**

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

4. REVIEW, DISCUSS AND TAKE NECESSARY ACTION REGARDING THE 1ST QUARTER INVESTMENT REPORT FOR THE PERIOD ENDING MARCH 30, 2024.

Ms. Melissa Morton, CPA, of The Morton Accounting Services presented the written investment report for the 1st Quarter which ended March 30, 2024. She stated that the average yield rate on all accounts for the 1st Quarter was 1.7776% and the amount of interest earned was \$55,864. She further stated that the report reflects the compliance of the investment portfolio with the Investment Policies of the District and is in accordance with the investment provisions of the Texas Public Funds Investment Act.

A motion to accept the report as presented was made by Director Haney. The motion was seconded by Director Goldstein and carried by unanimous 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

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 the storm that occurred on May 16, 2024. She also reported that the Field Services Team

continues to respond to the ticket requests submitted via SeeClickFix and that a follow-up meeting between Midtown Staff and the Committee Chair was held on May 22, 2024 regarding the tracking of tickets submitted via SeeClickFix.

Mrs. Davis reported that Midtown Staff reviewed preliminary information and provided feedback regarding the Midtown Sidewalk Assessment and Repair project. She further stated that the Midtown Sidewalk Assessment report will be available in June 2024 and the preliminary recommendations for the sidewalk replacement panels will be reviewed and prioritized by Midtown Staff in collaboration with the Committee.

Mrs. Davis reported that CenterPoint Energy has installed test luminaires in the 200 block of Bremond Street and the 2700 block of LaBranch Street. She stated that the luminaire installed on La Branch Street will need additional testing and photometrics by CenterPoint because it is not a luminaire approved by the City of Houston (the "City"), however the District could move forward with installation of the test luminaire installed on Bremond Street. She stated that the Midtown staff will work with the City and CenterPoint to finalize locations for additional lighting and move the project forward.

Mrs. Davis announced that the Committee has received the Urban Forestry Management Plan (UFMP) for Baldwin Park and that the final report will be shared publicly on the Midtown website and/or via ENews.

Finally, Mrs. Davis reported that consultants with Lionheart Places LLC assisted with developing plans for refreshing the Elgin, McGowen, and Gray Street corridors. She further stated that the project will include hardscape improvements (such as sidewalk pavers, ramp pavers, street name pavers, benches, trash receptacles, and tree grates) and softscape improvements (such as ground covering for streets and turf, i.e. shrubs, perennials, mulch, compose and irrigation system). She stated that the total cost of this project is estimated to be approximately \$790,000.00. She stated that the team is working to finalize the bid documents to initiate the bid process and that work is anticipated to begin in the Fall of 2024.

Mrs. Davis announced that the next combined Service and Maintenance Committee and Urban Planning Committee meeting will be held on Monday, June 17, 2024 at 4:00 p.m.

B. Urban Planning Committee – Maggie Segrich, Chair

Mrs. Davis provided the Urban Planning Committee report on behalf of Director Segrich. There were no action items. She reported that MRA released bid documents for the Gray Street Buffer Design Project to qualified firms on Friday, May 31, 2024 and bids are due on Wednesday, June 12, 2024. She stated that the cost estimates received from the consultant for the Bagby and Elgin Curb Design project did not meet the Committee's expectations and that the Midtown Staff and Committee will discuss funding options for the project.

Mrs. Davis also reported that Midtown Staff has reached out to the City regarding amending the current Maintenance Agreement with the City. The Committee will review the current Maintenance Agreement to determine whether any additional enhancements and projects should be included with the written request for amendment required to be submitted to the City.

Mrs. Davis also reported that the City's Tuam Water Line project is moving forward and is expected to be completed by the end of Summer or early Fall 2024.

Finally, she reported that projects such as the replacement of certain sidewalk panels and curb repairs in the District will be included in the \$165,000.00 allocated to the Urban Planning Committee for special projects.

Mrs. Davis announced that the next Urban Planning Committee meeting will be held on Monday, June 17, 2024, at 4:00 p.m.

i. Midtown Parking Benefit District Advisory Committee

Mrs. Davis reported that representatives of Walter P. Moore presented the results of the Speed Feedback Signage Study at the Midtown Parking Benefits District ("MPBD") Advisory Committee meeting on May 9, 2024. She further reported that additional information regarding the total cost of the project, which includes the installation of Speed Feedback Signs in high traffic areas of the District, will be presented at the next MPBD Advisory Committee meeting.

Finally, Ms. Davis announced 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 April 2024. She stated that there was a total of 16 media placements and that the total media reach was approximately 81,576 viewers, listeners, and readers with a total media value of approximately \$61,416.

Mrs. Small reported that Midtown gained 32 new followers on its various social media channels, with 30,890 engagements (likes, clicks, and shares) in April. She stated that the content that received the most engagements included articles regarding Art in the Park 2024, a highlight of local businesses, National Parks week content and Movie Night. She further stated that the increase in video posts resulted in a 155.1% increase in engagements across all media platforms.

Director Tyler-Dillard reported that the consultants are reviewing the final draft of the Spring/Summer issue of the Midtown Buzz, which is anticipated to be available for distribution in June 2024.

i. Website Redesign

Director Tyler-Dillard reported that there were 45 responses to the RFP for redesign of the Midtown website. The responses were reviewed by an evaluation team and a short list of 16 firms were identified for further review. The top 4 scoring firms were selected for interviews, beginning on June 5, 2024. She stated that the evaluation team will make a recommendation for a firm to provide website redesign services with a goal of launching the website in September 2024.

Director Tyler–Dillard announced that the next Marketing and Economic Development Committee meeting will be held on Tuesday, June 18, 2024 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. He reminded the Board that Midtown will host a Juneteenth Artist Talk on June 6, 2024 from 11:00 a.m. to 1:00 p.m., at the Eldorado Ballroom located at 2310 Elgin Street, Houston, Texas 77004. He further reported that the Juneteenth Sign Wrap was installed on the Midtown sign located at Bagby Park on June 3, 2024.

Director Bertrand-Pitts also reported that 3 new mini murals will be installed in the District by the end of June 2024 at the intersections of San Jacinto and Cleburne, Main and Alabama, and McGowen and Fannin. Director Bertrand-Pitts also reported that the Midtown Staff and consultants are preparing for Mistletoe Market 2024. He announced that the event will be held at Midtown Park on Saturday, December 14, 2024 and Sunday, December 15, 2024. Lastly, Director Bertrand-Pitts reported that the HueMan: Shelter - Bloomberg Public Art Challenge is continuing to move forward. He further stated that Bloomberg Philanthropies has requested a meeting with Mayor Whitmire prior to finalizing the terms of the grant agreement.

Director Bertrand-Pitts announced that the next Cultural Arts and Entertainment Committee meeting will be held on Tuesday, June 18, 2024, at 3:00 p.m.

E. Finance Committee – Kelly Young, Chair

Ms. Morton presented the Finance Committee report on behalf of Director Young. She summarized the District’s financial reports for the period ending April 30, 2024. Ms. Morton also presented the timeline and process for the FY 2025 budget.

The next Finance Committee meeting is scheduled for Tuesday, July 30, 2024 at 1:00 p.m.

F. Community Activity Report – Christopher Johnston, Liaison

i. Super Neighborhood #62

Mrs. Davis presented the Community Activity report on behalf of Director Johnston. She stated that the Super Neighborhood #62 (“SN #62”) meeting was held on Wednesday, May 9, 2024 at South Main Baptist Church at 6:30 p.m. She further reported that Spencer Guitierrez, Deputy Director with the office of Congresswoman Lizzie Fletcher provided updates regarding Congresswoman Fletcher’s advocacy efforts to extend federal disaster recovery funding. She also reported that Link Houston presented the 2024 Equity in Transit report and that Freed-Montrose Neighborhood Library representatives issued library cards and provided general information about the library during the meeting.

Ms. Davis announced that beginning June 2024, Super Neighborhood #62 meetings will be held on the 2nd Wednesday of each month at 5:45 p.m. and the next SN #62 meeting will be held on Wednesday, June 12, 2024 at 5:45 p.m. at South Main Baptist Church and that TX-DOT will make a presentation and provide updates on the NHHIP Project.

F. Public Safety Committee – Jeanette Criglar, Chair

Jaime Giraldo reported on public safety activities over the past month and pending efforts to improve public safety in Midtown. He stated that 12 of the 25 Flock cameras have been installed in the District and that the remaining cameras are expected to be installed by June 14, 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 further stated that he and Sgt. Brian Alms of HPD South Central Division are working to implement a Bike Patrol Program which will be funded by the MPBD. Mr. Giraldo announced that the Bike Patrol Program will utilize off-duty HPD Officers and is anticipated to begin in mid-June 2024.

Mr. Giraldo thanked the Midtown Field Services Team for their hard work in addressing clean-up and removal of debris in Midtown following the recent storms. He announced that the Foot Patrol Program in the Mid-Main area has ended and that businesses in the area reported being happy with the services provided. Mr. Giraldo announced that he is working with the various law enforcement agencies and SEAL Security Solutions to improve the area surrounding Lord of the Streets in the 3400 block of Fannin Street.

Chair Criglar and Director Arguijo each commented on the work of the Midtown Loud Noise Ordinance Enforcement Team and each stated that they have observed an improvement in the noise volume near their respective homes.

The next Public Safety Committee meeting will be held on Tuesday, June 18, 2024 at 11:30 a.m.

G. Nominating Committee - Gloria Haney, Chair

Ms. Alvarado gave the report of the Nominating Committee. She reminded the Board that recommendations to fill some of the expired and vacant positions on the Board were sent to the City for consideration in May 2024. She also reminded everyone that the Committee is still actively looking for candidates to recommend for appointment to the District Board. Lastly, Ms. Alvarado announced that the new board member orientation will be held at the Midtown offices on Monday, June 10, 2024 from 12:00 p.m. to 4:00 p.m.

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

i. Report Regarding the Reimagine Midtown Charette

Ms. Alvarado reported that the 3rd Reimagine Midtown Charette scheduled for Monday, May 20, 2024 was cancelled and rescheduled for Monday, June 10, 2024 from 1:00 p.m. to 3:00 p.m., because of the recent storm. The Charette will be held at MATCH, located at 3400 Main Street, Houston, Texas 77002 and is open to the public.

J. Executive Committee – Darcy Lefsrud, Chair

Chair Criglar stated that all matters discussed at the Executive Committee meeting were addressed in the various committee activity reports. She thanked immediate Past Chair Darcy Lefsrud for his many years of service to the Midtown community. Cynthia Alvarado made a special presentation in recognition of Director Lefsrud’s outstanding service as a Board Member, Committee Chair, Board Vice-Chair, and Chair of the Board.

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:

Brazos Street – MRA Staff met with representatives of the City of Houston Mayor’s Office of Economic Development and the Department of Public Works on June 4, 2024 to discuss certain

pending projects that are currently on temporary hold. MRA is awaiting a response from the City and will update the Board at a future Board meeting.

Brazos Street Bridge Landscape Improvements – The work was completed however, the landscaping was damaged by the recent storm on May 16, 2024. 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.

Sidewalk Assessment – The sidewalk assessment report has been updated to include pending and proposed projects being undertaken by other governmental entities to avoid duplication of work by MRA. MRA will identify smaller segments of the sidewalks project that will be funded through the Urban Planning Committee’s special projects allocation for replacement of sidewalk panels and curb repairs. The project is expected to move forward in the Fall of 2024. The larger segments of the project will be funded by the MRA and is also expected to begin in the Fall of 2024.

PARTNER PROJECTS

Gray Street Buffer Designs – MRA staff and consultants held a pre-bid meeting in May 2024. The bids for the project are due on June 12, 2024. A presentation will be provided to the Service and Maintenance Committee at the June 2024 meeting. A recommendation will be made to the Board after the Committee meeting.

Urban Forestry Plan – MRA received the final report from the contractors. The Service and Maintenance Committee is currently reviewing the report which will be made available for public review.

CenterPoint Lighting Assessment Survey – MRA staff will discuss 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. PRESENTATION: TEXAS DEPARTMENT OF TRANSPORTATION – NORTH HOUSTON HIGHWAY IMPROVEMENT PROJECT (TX-DOT NHHIP)

Mr. Marshall advised that the MRA Staff has been in communication with TX-DOT for more than 18 months regarding potential project improvements/upgrades to be constructed in connection with the NHHIP and is awaiting input from the Mayor's office regarding Houston area TIRZ's participation in NHHIP related projects.

Mr. Steve Hrnchir of Howard, Needles, Tammen & Bergendoff (HNTB) Corporation made a presentation regarding the TX-DOT North Houston Highway Improvement Project (NHHIP). He reported that the NHHIP is designed to enhance safety, create additional roadway capacity to manage congestion, incentivize transit and promote ridesharing, and improve mobility and operational efficiency on I-45 from U.S. Highway 59/I-69 to Beltway 8 North, including improvements along US 59/I-69 between I-45 and Spur 527. He stated that the project is divided into three segments: Segment 1 is Beltway 8 North to I-610; Segment 2 is I-610 to I-10; and Segment 3 is the Downtown Loop System: (I-45, I-10, and US 59/I-69). Mr. Hrnchir highlighted the various projects for each segment. He stated that TX-DOT is in the process of obtaining bids for Segment 3 work which is expected to begin in October of 2024 and take approximately 3 years to complete. He said that interested community members can find more information on the TX-DOT website or through participating in "in-person" and virtual public meetings regarding the NHHIP. Mr. Hrnchir stated that the entire NHHIP is expected to be completed in 2038.

9. ANNOUNCEMENTS

NEXT MEETING DATE

The next Midtown Management District Board of Directors meeting is scheduled for **Wednesday, July 10, 2024, at 11:00 a.m.**

10. ADJOURN

The Board thanked Chair Lefsrud for his service as Chair of the Midtown Management District Board of Directors.



Desmond Bertrand-Pitts, Secretary

Date: 8/7/24