



MINUTES
MIDTOWN MANAGEMENT DISTRICT
BOARD OF DIRECTORS' MEETING

January 8, 2025

The Board of Directors of the Midtown Management District held a regular meeting, open to the public, on Wednesday, January 8, 2025, 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 physically present except Directors Young, Tyler-Dillard, and Criglar, who were absent.

In addition, present at the meeting, were Midtown Staff members Matt Thibodeaux, Kandi Schramm, Vernon Williams, Kayler Williams, Chandler Snipe, Cynthia Alvarado, Marlon Marshall, Sally Adame (who joined via video conference), Jaime Giraldo, Chrystal Davis; Melissa Morton of The Morton Accounting Services; Peggy Foreman of Burney and Foreman; Clark Lord of Bracewell, LLP; Madison Walkes, Ashley Segura, and Ashley Small (who joined via video conference) of Medley, Inc.; Jennifer Gribble and Lynda Guidry (who joined via video conference) of the Midtown

Super Neighborhood #62; MMD Marylene Chan (who joined via video conference), Jordan Rueter, Chuck Luedemann, Jocias Pitre, and Juliet Garcia (who all joined via video conference), and Midtown resident Dwanye Harris.

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

Vice Chair Segrich called the meeting to order and welcomed everyone.

Cynthia Alvarado called the roll of the Board of Directors and verified that a quorum was present.

2. RECEIVE PUBLIC COMMENTS.

Jennifer Gribble, President of the Midtown Super Neighborhood #62 (“MSN #62”) thanked the Board for listening to the public comments at the MMD Board of Directors December 4, 2024, meeting and pausing on approving the Midtown Service and Improvement Plan. She also announced that MSN #62 will be meeting at 13 Celsius on Wednesday, January 8, 2025, at 5:45 p.m.

Ms. Alvarado announced that the Midtown staff are continuing to work on securing petitions in support of the District’s 10-Year Service and Improvement Plan and Assessment Plan (2025-2034), (the “Proposed Service Plan 2025-2034”). She stated that the owners of 55 properties (collectively valued at \$322 million) submitted signed petitions. She further stated that the Administrative Public Hearing (the “Public Hearing”) was postponed and will most likely take place during the 1st quarter of 2025. Ms. Alvarado further stated that there will likely be additional review and revisions to the Proposed Service Plan 2025-2034 and the budget for Fiscal Year 2025.

Director Douglas asked about the strategy and process going forward to allow for more feedback from the Board and the Midtown community. He also asked whether the petitions already obtained could still be used if there were changes to the Proposed Service Plan 2025-2034. Clark Lord responded to Director Douglas and pointed out that the process had been ongoing for more than a year and that there has already been a lot of feedback from Board Committees and Midtown stakeholders to the current draft of the Proposed Service Plan 2025-2034. He stated that the delay in the Public Hearing was to allow time for the Board to review and consider the comments made in the past few weeks and make any adjustments to the Proposed Service Plan 2025-2034 that the Board determines are appropriate. Attorney Lord stated that he was available to discuss any specific legal issues directly with Director Douglas or any Board member who had questions.

3. CONSENT AGENDA.

- A. APPROVE MINUTES FOR DECEMBER 4, 2024 BOARD MEETING**
- B. APPROVE FINANCIAL REPORTS FOR THE MONTH OF NOVEMBER 2024**
- C. APPROVE PAYMENT OF INVOICES FOR DECEMBER 2024**
- D. APPROVE EQUI-TAX REPORT FOR DECEMBER 2024**

Cynthia Alvarado presented the various items on the consent agenda.

Director Garcia made a motion to approve the consent agenda as presented. The motion was seconded by Director Johnston. 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 OF QUALIFIED BROKER/DEALERS.

Peggy Foreman presented the Resolution Regarding the Annual Review of the District's Investment Policy and List of Authorized Qualified Brokers of the Midtown Management District. She reminded Board Members that Texas Law requires the Board to review its Investment Policy and List of Authorized and Qualified Brokers annually. Ms. Foreman stated that there were no recommendations for any substantive changes to the Investment Policy. She also reminded the Board that the District has historically had a broad list of financial institutions identified on the exhibit attached to the Investment Policy (Exhibit A-VI) to allow the investment officer maximum flexibility, however the District only utilizes a small number of the financial institutions listed in the exhibit.

Director Lefsrud made a motion to approve the Resolution Regarding the Annual Review of the District's Investment Policy and List of Authorized Qualified Brokers of the Midtown Management District as presented. The motion was seconded by Director Goldstein and carried by unanimous vote.

5. REPORT ON CAPITAL IMPROVEMENT PROJECTS OF THE MIDTOWN REDEVELOPMENT AUTHORITY.

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 has completed majority of the utility line connections. The substantial completion inspection is anticipated to occur in late January 2025. Once all work is completed, the effectiveness will be evaluated and the MRA staff will make a recommendation of whether to move forward with similar remedial

drainage work in other areas along Caroline Street or explore a different plan to address the ponding issues.

Sidewalk Assessment – The MRA staff are working with the design team to develop procurement documents to move forward with solicitation of bids for repair and/or replacement of sidewalk panels that are 20 feet or less which do not require submission of full design plans or approval of the City.

Midtown Development Survey – As previously reported at the December 2024 MMD Board meeting, MRA received approximately 300 responses to the Midtown Development Survey which ended in November 2024. The MRA staff is still reviewing, analyzing and assembling the survey results which will be presented to the MRA and MMD Boards at future meetings. The MRA staff anticipates meeting with some additional potential Midtown developers later in January 2025.

PARTNER PROJECTS

Gray Street Bikeway Enhancements – Consultants will provide a presentation at the Urban Planning Committee meeting on Monday, January 13, 2025. The MRA staff anticipates presenting recommendations regarding the project to the Board for approval at the February 2025 Board meeting.

CenterPoint Lighting Assessment Survey – The MRA staff received feedback from the City regarding additional requirements for the proposed new lighting installations. The 81 sites identified for new lighting installations are still being reviewed by City representatives to confirm compliance with these additional requirements.

Special Projects

Midtown Streetscape Refresh Project - The MRA staff will make a presentation to the Service and Maintenance Committee on Monday, January 13, 2025 including its recommendation regarding moving forward with the project. Upon obtaining Committee approval, the staff will present project recommendations to the Executive Committee at the January 2025 meeting and seek final Board approval at the February 2025 Board meeting.

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

Director Johnston presented the Service and Maintenance Committee report. There were no action items. Director Johnston provided an update on the status of the various

pending projects. He announced that there would be an in-depth discussion regarding the Tri-Party Agreement between Midtown Parks Conservancy, MRA and the District at the next Service and Maintenance Committee meeting.

Director Johnston announced that the next combined Service and Maintenance Committee and Urban Planning Committee meeting will be held on Monday, January 13, 2025, 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. She stated that the City legal department is reviewing the Maintenance Agreement with the City, which is being expanded to include maintenance of certain bicycle lanes, pedestrian walkways, and entry portals.

Director Segrich announced that the next Urban Planning Committee meeting will be held on Monday, January 13, 2025, at 4:00 p.m.

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

Mrs. Chrystal Davis announced that the Marketing and Economic Development Committee did not meet in December 2024. Ms. Ashley Segura of Medley, Inc. provided the communications report for November 2024. There were no action items.

Mrs. Davis announced that the next Marketing and Economic Development Committee meeting will be held on Tuesday, January 21, 2025 at 3:00 p.m.

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

Ms. Chandler Snipe presented the Cultural Arts & Entertainment Committee report on behalf of Director Bertrand-Pitts. There were no action items.

i. Assessment Funded Projects

Ms. Snipe reported that the deadline for receiving applications for the Micro Grants is January 12, 2025. She stated that the approved budget for the project was \$35,000 and that a panel of 3 judges will review the applications and make recommendations to award the Micro Grants.

ii. Grant – Non-Assessment Funded Projects

a. HueMan: Shelter Contracts for the Commissioned Public Art:

Ms. Snipes stated that agreements were finalized for the following project components.

- METRO Bus Shelters
- TXDOT Underpasses
- Large Scale Mural
- Social Media Storyteller
- Film Storyteller

Clark Lord reminded the Board that the respective artist agreements were authorized at the time the Grant documents were approved with Bloomberg Philanthropies and that no further action by the Board was needed.

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

E. Community Activity Report – Christopher Johnston, Liaison

i. Super Neighborhood #62

Director Johnston presented the Super Neighborhood #62 report. He stated that the MSN #62 met on Wednesday, December 11, 2024, at 5:45 p.m. at South Main Baptist Church. Director Johnston reported that he advised MSN #62 that the District was rescheduling the December 18, 2024 Public Hearing to allow time to consider the recent recommendations from those providing public comments at the District’s last Board meeting on December 4, 2025. He further reported that MSN #62 had additional discussions regarding the current draft of the Proposed Service and Improvement Plan (2025-2034).

Director Johnston announced that the MSN #62 will meet on Wednesday, January 8, 2025, at 5:45 p.m. at 13 Celsius located at 3000 Caroline Street, Houston, Texas 77004.

F. Public Safety Committee – Jeanette Criglar, Chair

Mr. Giraldo presented the Public Safety Committee report on behalf of Director Garcia. He provided updates regarding the pending efforts to improve public safety in Midtown.

i. S.E.A.L. Security Solutions, LLC., Contract for Patrol Services.

Mr. Giraldo reported that the agreement with S.E.A.L. Security Solutions, LLC (“SEAL”) was up for renewal and that SEAL has requested a 3% increase in their fee for patrol services. A copy of the agreement was included in the Board Information Packet. He further stated that the budget for services in 2024 was \$372,980.00 and was increased to \$391,500.00 for 2025.

Ms. Foreman advised the Board that a couple of modifications would be made to the document contained in the Board Information Packet. She outlined the changes and stated that the changes had been agreed to by SEAL. To avoid disruption in patrol services, Ms. Foreman asked the Board to approve the contract subject to the changes presented and final review by counsel.

Director Garcia made a motion to approve the S.E.A.L Security Solutions, LLC Contract for Patrol Services subject to the changes presented and final review by counsel. The motion was seconded by Director Reybitz and carried by unanimous vote.

ii. S.E.A.L. Security Solutions, LLC., Midtown vehicle branding.

Mr. Giraldo presented artistic renderings of the proposed Midtown branding of the SEAL patrol vehicles used in Midtown to increase visibility. He further stated that SEAL will cover the cost of installing the Midtown branding on the patrol vehicles.

iii. Proposal from SMC relating to Homeless Encampment and Special Projects Clean-Up.

Mr. Giraldo also presented a proposal from SMC Landscape Services (“SMC”) relating to homeless encampment and special projects clean-up. He reminded the Board that \$35,000.00 was allocated in the FY 2025 budget for directed clean-ups. Mr. Giraldo presented the terms of the proposal and stated that SMC will provide a team of 3 employees equipped with all the necessary tools, equipment and supplies to provide bi-weekly clean-up services at various sites within the District. He also stated that the services will include removal and disposal of trash, debris and bio-hazardous materials. He further stated that the SMC team will be accompanied by law enforcement personnel during the clean-ups and that the services will supplement and not replace any clean-up services provided by the City.

Director Reybitz made a motion to approve the proposal from SMC Landscape Services relating to homeless encampment and special projects cleanup. The motion was seconded by Director Garcia and carried by unanimous vote.

Director Garcia announced that the next Public Safety Committee meeting will be held on Tuesday, January 21, 2025, at 11:30 a.m.

G. Executive Committee – Jeanette Criglar, Chair

Vice Chair Segrich stated that all matters discussed at the Executive Committee meeting were addressed in the various committee activity reports.

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, February 5, 2025, at 6:00 p.m.**

9. ADJOURN

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

Signed by:


Desmond Bertrand-Pitts, Secretary
Date: 2/7/2025