



MINUTES

**MIDTOWN MANAGEMENT DISTRICT
BOARD OF DIRECTORS' MEETING**

March 5, 2025

The Board of Directors of the Midtown Management District held a regular meeting, open to the public, on Wednesday, March 5, 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 Butler
Pos. 2	Gloria Haney	Pos. 11	Debbie Tyler-Dillard
Pos. 3	Vacant	Pos. 12	Edmund Reybitz
Pos. 4	Vacant	Pos. 13	Marylène 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 Lefsrud, Bertrand-Pitts, and Tyler-Dillard, who were absent.

In addition, present at the meeting were Midtown Staff members Matt Thibodeaux, Vernon Williams, Kayler Williams, Chandler Snipe, Cynthia Alvarado, Marlon Marshall, Jaime Giraldo, Chrystal Davis, and Jeremy Rocha. Clark Lord of Bracewell, LLP; Melissa Morton of The Morton Accounting Services, Madison Walkes and Ashley Segura of Medley, Inc., and Erica Rocha of S.E.A.L. Security Solutions LLC., were also present in person. Staff members Sally Adame and Kandi Schramm joined via video conference. Jennifer Gribble and Lynda Guidry of the Midtown

Super Neighborhood #62; Tenel Tayar of the Fifth Corner; and Midtown residents and property owners Kay Walton, Leo Kozadinos, and Cindy Jackson joined via video conference.

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

Chair Criglar called the meeting to order and welcomed attendees.

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

2. RECEIVE PUBLIC COMMENTS.

Chair Criglar announced new leadership appointments within the committees. She stated that Director Segrich will serve as the Chair of the Economic Development Committee and Director Tyler-Dillard will serve as the Vice Chair of the Economic Development Committee. She also announced that Director Goldstein will replace Director Segrich as the Chair of the Urban Planning Committee. Director Segrich announced that the new Economic Development Committee will host the 1st meeting on Wednesday, March 19, 2025 at 10:00 a.m. She further stated that Midtown staff will provide the information on the Midtown website and provide agendas.

There were no other public comments.

3. CONSENT AGENDA.

- A. APPROVE MINUTES FOR FEBRUARY 5, 2025 BOARD MEETING**
- B. APPROVE FINANCIAL REPORTS FOR THE MONTH OF JANUARY 2025**
- C. APPROVE PAYMENT OF INVOICES FOR FEBRUARY 2025**
- D. APPROVE EQUI-TAX REPORT FOR FEBRUARY 2025**

Ms. Alvarado presented the various items on the consent agenda.

Director Chan made a motion to approve the Consent Agenda as presented. The motion was seconded by Director Butler. The motion was approved and carried by unanimous vote.

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

Mr. Marshall made the following reports regarding the status of current Midtown Redevelopment Authority (MRA) capital improvement projects:

Caroline Street Remedial Drainage Pilot Project – A remedial drainage project contractor is scheduled to complete site restoration of landscape areas in early March 2025. Upcoming work includes assessment of subsurface utility conflicts near the ponding areas that will be conducted to determine future remedial drainage scope of work.

Brazos Street Reconstruction – The project scope remains under review by the City of Houston to determine revisions required to meet the City’s current guiding mobility principles. The MRA staff will meet with the City of Houston to discuss future reconstruction projects in March 2025.

Midtown Decorative Street Light Installation – The CenterPoint Energy field inspection of the proposed installation sites for 81 new Midtown decorative streetlights is still pending.

Midtown Street Overlay and Sidewalk Program – Planning efforts continue on the next phase of street overlay and sidewalk projects. The phase consists of mill and asphalt overlay of pavement surface with sidewalks constructed to generally 5 feet width on local streets and 6 feet width on major thoroughfares. Truxillo Street and Isabella Street overlay and sidewalk improvements are currently in the conceptual design phase.

Midtown Development Survey – A draft of recommendations for programs, projects, and policies to accelerate development was presented to the MRA Board. The next steps include prioritizing recommendations and developing an implementation plan.

Sidewalk Assessment – The MRA consultant presented the proposed sidewalk repair segments of 20 feet or less at the February 2025 Service and Maintenance Committee meeting. The next steps include development of design and procurement documents.

PARTNER PROJECTS

Gray Street Bikeway Enhancements – The construction contract for services in the amount of \$79,732.00 was awarded by the MMD Board to Jerdon Enterprise at their February 2025 board meeting. The MRA Construction Management & Inspection firm is expected to begin pre-construction activities in March 2025.

Special Projects

Midtown Streetscape Refresh Project – The contract of services in the amount of \$1,003,155.15 was awarded by the MMD Board to Landscape Arts in February 2025. The MRA Construction Management & Inspection firm is expected to begin pre-construction activities in March 2025.

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

A. Finance and Budget Committee – Kelly Young, Chair

Mrs. Morton presented the Finance and Budget Committee report on behalf of Director Young. Mrs. Morton summarized the District’s financial reports for the period ending January 31, 2025.

i. FY 2025 Amended Budget

Ms. Alvarado stated that, in effort to increase the security presence in the district, Midtown Management District will transition to two S.E.A.L. Security officers providing 24/7 coverage within the district. She further stated in order to accommodate that staffing increase, the budget needs to be amended to show that we are reallocating *assessment dollars* from the Cultural Arts Committee to the Public Safety Committee to offset the additional costs. The following amendments are:

- Discontinuation of Art in the Park that is funded under the Cultural Arts Committee.
- Discontinuation of Mistletoe Market that is funded under the Cultural Arts Committee.
- Reduction in Professional Development that is funded under the Cultural Arts Committee.
- Discontinuation of Black History Now event that is funded under the Cultural Arts Committee.
- Reduction in the estimate cost of the district Street Lighting electricity that is funded under the Public Safety Committee.
- Reduction in funds for the Houston Police Department Homeless Outreach Team (HPD HOT TEAM) funded under the Public Safety Committee. The S.E.A.R.C.H. Homeless Outreach Tema will remain in place.
- Increase for the S.E.A.L. Security program funded under the Public Safety Committee.

Director Chan made a motion to reallocate \$202,500.00 of assessment dollars from the Cultural Arts Committee to the Public Safety Committee there by amending the FY 2025 Budget. The motion was seconded by Director Haney, and it was carried by unanimous vote.

The next Finance and Budget Committee meeting is scheduled for Tuesday, March 25, 2025, at 1:00 p.m.

B. Public Safety Committee – Jeanette Criglar, Chair

Mr. Giraldo provided the Public Safety Committee reports on behalf of Chair Criglar. He reported on public safety activities over the past month and pending efforts to improve public safety in Midtown.

i. Amended S.E.A.L. Security Solutions LLC agreement.

Mr. Giraldo presented the amended agreement with S.E.A.L. Security Solutions LLC., to the Board. He outlined the key terms of the contract. He also stated that under the proposed agreement, S.E.A.L. Security will be contracted to provide two Level III Commissioned Armed Officers per shift, ensuring continuous 24/7 coverage with a total of 336 patrol hours per week. He also stated that these officers will operate Midtown branded marked patrol vehicles, conduct security rounds, submit daily patrol reports, provide monthly activity summaries, and attend Public Safety and Board meetings. Mr. Giraldo stated that additionally, the officers will monitor graffiti and tagging and collaborate with local law enforcement to address security concerns proactively. He also stated that the estimated annual cost of the contract will be \$668,000 (excluding holiday pay).

A motion to approve the Amended S.E.A.L Security Solutions L.L.C. Agreement was made by Director Butler. The motion was seconded by Director Young. Director Chan abstained from the vote. The motion was approved and carried by unanimous vote.

The next Public Safety Committee meeting will be held on Tuesday, March 18, 2025 at 11:30 a.m.

C. Service and Maintenance Committee – Christopher Johnston, Chair

Director Johnston presented the Service and Maintenance Committee report. He also provided an update on the status of various pending projects.

i. Amended agreement with the City of Houston to maintain certain Enhancements.

Mr. Marshall presented the amended maintenance agreement with the City of Houston to the Board, outlining the continued maintenance of certain enhancements within the Midtown Management District. He stated that the amended agreement updates the existing maintenance services agreement,

originally established through Ordinance No. 2019-0288 on April 17, 2019, between the Midtown Management District and the City of Houston. The key amendments include:

- An updated list of district improvements and locations covered under the agreement.
- Revised district maintenance obligations, clarifying the responsibilities of the District in maintaining these improvements.

Following this presentation, Director Johnston requested that the Service and Maintenance Committee conduct a further review of the amended agreement at the next combined committee meeting. As a result, there was no motion to approve the agreement by the Board. This item has been tabled until the next Board meeting for further evaluation and discussion.

Director Johnston announced that the combined Service and Maintenance Committee and Urban Planning Committee meeting will be held on Monday, March 18, 2025, at 4:00 p.m.

D. Marketing Committee – Debbie Tyler-Dillard, Chair

Ms. Alvarado presented the Marketing Committee report on behalf of Director Tyler-Dillard. There were no action items. Mrs. Segura of Medley Inc. presented the Marketing report for January 2025.

Ms. Alvarado announced that the next Marketing Committee meeting will be held on Tuesday, March 18, 2025, at 3:00 p.m.

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

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

i. Assessment Funded Projects

There are no assessment funded projects at this time.

ii. Grant – Non-Assessment Funded Projects**

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

Ms. Snipe provided an update on this grant-funded project. She stated that selected artists have been notified, and several art installation contracts

have been finalized. Additionally, Ms. Snipe reported that the Community Engagement Plan is in its early stages, focusing on businesses located on or near Milam Street in partnership with Ford Momentum.

b. 2025 MidtownHOU Micro Grant:**

Ms. Snipe provided an update on this grant-funded project and stated that the next steps of finalizing contracts are completed and that grantees will soon begin working on their projects and ongoing promotion of the artists' work will go through Midtown's communication channels.

Ms. Snipe announced that the next combined meeting of the Cultural Arts & Entertainment Committee and the Marketing Committee is scheduled for Tuesday, March 18, 2025, at 3:00 p.m.

F. Urban Planning Committee - Maggie Segrich, Chair

Director Segrich presented the Urban Planning Committee report. There were no action items. She reported on the progress of the current projects and the next steps to be taken regarding the Gray Street Bikeway Enhancements.

Director Segrich announced that the next combined Service and Maintenance Committee and Urban Planning Committee meeting will be held on Monday, March 17, 2025, at 3:00 p.m.

G. Nominating Committee – Gloria Haney, Chair

Director Haney provided an update on the process of filling vacant and expired positions on the Board of Directors. She stated that in February 2025, the Committee interviewed five candidates for potential Board appointments, with one more candidate left to be interviewed. The Committee expects to complete the interview process by the end of March 2025 and will present its recommendations at the April 2025 Board meeting. Additionally, she mentioned that the Committee is awaiting updates from the City of Houston regarding the status of current reappointments and new appointments.

H. Community Activity Report – Christopher Johnston, Liaison

i. Super Neighborhood #62

Director Johnston stated that he was unable to attend the February 2025 SN #62 meeting and announced that the next MSN #62 will be held on Wednesday, March 12, 2025, at 5:45 p.m. at South Main Baptist Church.

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

i. Staff Update

Ms. Alvarado presented the Service and Improvement Plan report on behalf of Co-Chairs Criglar and Young. She reported that, based on aggregated data from focus group participants and other community feedback, Midtown staff and Committee Chairs conducted a thorough review of the language in the plan to ensure clarity and alignment with Board and community priorities. Each Committee Chair received a draft of the updated plan and supporting documentation ahead of their February 2025 committee meetings. The draft was included on each committee's February agenda and presented for public input, at the meeting with edits made in real time.

ii. Draft of the proposed Service and Improvement Plan and Assessment Plan (2025-2034)

Ms. Alvarado provided an update on Service and Improvement Plan. She stated that there was no need for the Board to vote on the Plan at this time. Lastly, Ms. Alvarado informed the Board that staff were updating the Service and Improvement Plan tab on the Midtown website to reflect these ongoing developments.

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. 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.

7. ANNOUNCEMENTS

NEXT MEETING DATE

The next Midtown Management District Board of Directors meeting will be held on **Wednesday, April 2, 2025, at 11:00 a.m.**

8. ADJOURN

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



Desmond Bertrand-Pitts, Secretary

Date: 4-2-25