



MINUTES

MIDTOWN MANAGEMENT DISTRICT BOARD OF DIRECTORS' MEETING

July 2, 2025

The Board of Directors of the Midtown Management District held a regular meeting, open to the public, on Wednesday, July 2, 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	Vacant
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	Vacant		

All of the above were physically present except Directors Lefsrud, Butler, Segrich and Johnston, who were absent.

In addition, present at the meeting were Midtown Staff members Vernon Williams, Kayler Williams, Chandler Snipe, Madison Walkes, Cynthia Alvarado, Marlon Marshall, David Thomas, Jaime Giraldo, Sharita Simpo, Amaris Salinas, Chrystal Davis, and Mechelle Phillips. Sally Adame and Kandi Schramm joined via video conference. Additional attendees were, Clark Lord of Bracewell, LLP (who joined via video conference); Kimberlie Spivey of Houston Community College (who joined via video conference), Jennifer Gribble and Giselle Martinez (who joined via

video conference) of the Midtown Super Neighborhood #62, Project Director Amber Honsinger of the Harris Center for Mental Health, Captain G. Orndroff, Deputy B. Walker, Sergeant Cristobal Manzanare, and Lieutenant Ashton Johnson-Hall of Harris County Constable Precinct 7.

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.

There were no public comments.

3. CONSENT AGENDA.

- A. APPROVE MINUTES FOR JUNE 4, 2025 BOARD MEETING**
- B. APPROVE FINANCIAL REPORTS FOR THE MONTH OF MAY 2025**
- C. APPROVE PAYMENT OF INVOICES FOR JUNE 2025**
- D. APPROVE EQUI-TAX REPORT FOR JUNE 2025**
- E. RECEIVE THE INVESTMENT REPORT FOR THE PERIOD ENDING IN DECEMBER 2024**
- F. RECEIVE THE INVESTMENT REPORT FOR THE PERIOD ENDING IN MARCH 2025**

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

Director Young made a motion to approve the Consent Agenda. The motion was seconded by Director Haney. The motion was approved and carried by unanimous vote. Directors Chan and LeVasseur abstained from the vote.

4. REVIEW, DISCUSS, AND TAKE NECESSARY ACTION REGARDING THE DISTRICT'S ANNUAL INSURANCE POLICY FOR THE PERIOD OF AUGUST 1, 2025 TO JULY 31, 2026.

Ms. Alvarado informed the Board that the Midtown staff are currently awaiting documentation from the insurance company regarding the District's annual insurance policy for the coverage period of August 1, 2025 through July 31, 2026. She further stated that the insurance policy typically includes coverage for various district-related liabilities and assets, with an estimated annual cost of \$15,000.00 per year. She also stated that the policy will be presented to the Board at the August 2025 board meeting to be reviewed and approved.

5. TERMINATION OF THE TRI-PARTY AGREEMENT BETWEEN THE MIDTOWN REDEVELOPMENT AUTHORITY/TIRZ#2, MIDTOWN PARKS CONSERVANCY, AND THE MIDTOWN MANAGEMENT DISTRICT.

Mr. Marshall informed the Board that at their request the termination of the Tri-Party Agreement between the Midtown Redevelopment Authority/TIRZ #2, Midtown Park Conservancy, and Midtown Management District is ready to proceed. He noted that formal approval is required from all three entities before the termination can be finalized. Documentation was prepared and executed by the three entities. The complete termination of the Tri-Party Agreement will take place once the Midtown Management District has procured all necessary maintenance contracts currently covered under the agreement. This process will begin within the next 30 days and should be completed by the end of 2025.

Mr. Marshall further explained that MMD currently has two separate maintenance agreements: one directly with SMC Landscaping for public right-of-way maintenance, which is set to expire in December 2025, and another scope of work managed by MPC but performed by SMC, which will need to be assumed by MMD. He noted that procurement for these services is expected to occur within the next 30 days.

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

A. Public Safety Committee – Jeanette Criglar, Chair

Mr. Giraldo provided the Public Safety Committee report on behalf of Chair Criglar, noting no action items. He reported on the public safety activities over the past month and pending efforts to improve public safety in Midtown. Mr. Giraldo also announced that the Midtown Redevelopment Authority (MRA) has approved to implement a mental health program as an initiative to address the growing need for mental health outreach, particularly for individuals experiencing homelessness and those with severe mental illness within Midtown. Ms. Honsinger provided a presentation regarding the dedicated mental health intervention program and its collaboration with MMD. Further details of the initiative will be provided in upcoming board meetings.

The next Public Safety Committee meeting will be held on Tuesday, July 15, 2025 at 11:30 a.m.

B. Services and Maintenance Committee – Christopher Johnston, Chair

Director Lewis provided the Services and Maintenance Committee report on behalf of Director Johnston. He also provided an update on the status of various pending projects.

i. Streetscape Refresh – Construction Phase Services Contracts

a. Construction Management and Inspection – IDS Engineering Group

Mr. Marshall presented a proposal from IDS Engineering Group for construction management and inspection services associated with the Midtown Streetscape Refresh special project. He stated that the scope of work includes pre-construction setup and documentation, construction phase oversight, and ongoing field observation.

Mr. Marshall noted that the project duration is expected to be 120 days to substantial completion and 150 days to final completion. The staffing structure for the project will include a Construction Manager, Construction Manager Observer, and a Construction Administrator.

He further reported that the total cost of the proposal is \$43,443.50 and requested Board approval to proceed. A motion to approve the funding of the proposal in the amount of \$43,443.50 was made by Director LeVasseur. The motion was seconded by Director Lewis and was carried by unanimous vote.

b. Construction Administration – Lionheart Places, LLC

Mr. Marshall presented a proposal from Lionheart Places, LLC., for construction administration services associated with the Midtown Streetscape Refresh special project. He stated that the scope of work includes submittal reviews, field visits, field observation reports, punch walk and punch list, a final walk and a landscape conformance letter.

He further stated that the project timeline is estimated for April 28, 2025-October 31, 2025. He also stated that the proposal cost will not exceed \$15,000.00 and requested Board approval to proceed. A motion was made to approve the funding of the proposal not to exceed \$15,000.00 by Director LeVasseur. The motion was seconded by Director Young and carried by unanimous vote.

Director Lewis announced that the combined Service and Maintenance Committee and Urban Planning Committee meeting will be held on Monday, July 21, 2025, at 4:00 p.m.

C. Economic Development Committee – Maggie Segrich, Chair

Mrs. Davis presented the Economic Development Committee report on behalf of Director Segrich. There were no action items. She stated that the Economic Development Committee is continuing to review the pilot launch of a Community Camera Program. She reminded the Board that the initiative was developed in coordination with the Public Safety Committee and will support enhanced security monitoring at five initial locations throughout Midtown, with six months of service funded through the pilot program. Mrs. Davis further stated that several business and property owners participated and are excited about the advancement of the initiative. She further stated that the Committee is also working closely with other teams to ensure integration of camera data into broader public safety strategies and marketing efforts.

Mrs. Davis also stated that the Committee discussed the progress of the Midtown Business Database project. She stated that the next steps of the project consist of identifying data points for collection, data collection determination, and creating a plan for database maintenance. She further stated that the database is expected to support business retention, recruitment, and reporting efforts. Mrs. Davis concluded by stating that the Committee will continue to identify local workforce partners for potential collaboration and provide updates of the project in the upcoming board meeting.

Mrs. Davis announced that the next Economic Development Committee meeting will be held in-person at Josephine's located at 2808 Caroline Street, Houston, Texas 77004 on Wednesday, July 16, 2025, at 10:00 a.m.

D. Marketing Committee – Debbie Tyler-Dillard, Chair

Mrs. Davis presented the Marketing Committee report and noted that there were no action items. She reported that 2,000 prints of the *Midtown Buzz* Spring/Summer 2025 issue were distributed throughout the community in June 2025. She further shared that Midtown staff and the Committee have been in discussion regarding strategies to improve and track the distribution of printed materials delivered within the District. Additionally, Mrs. Davis noted that the Midtown Communications Report will be presented at the next board meeting.

Mrs. Davis announced that the next Marketing Committee meeting will be held on Tuesday, July 15, 2025, at 3:00 p.m.

E. Urban Planning Committee – Lewis Goldstein, Chair

Director Goldstein presented the Urban Planning Committee report and there were no action items. He stated that the Gray Street Bikeway Enhancement project is on hold by

the City of Houston until further notice. He further stated that the proposed Pedestrian Lighting Assessment project initial phase will exceed the \$30,000.00 currently allocated to planning studies in the Urban Planning Committee budget.

Director Goldstein stated that the project initial stage consists of 3 phases:

- Phase 1: Existing conditions assessment, community night walk, nighttime vulnerability assessment and estimated cost of the project.
- Phase 2: Stakeholder engagement and development of a master plan.
- Phase 3: Final implementation and construction Documentation.

He stated that the Committee is evaluating a potential reallocation of the Urban Planning Committee special project budget in the amount of \$165,000.00 to fund the Pedestrian Lighting Assessment project. Director Goldstein concluded by stating that the Committee intends to propose a collaborative partnership on the project with the Public Safety Committee, the Parking Benefits Advisory Committee, and the Midtown Redevelopment Authority to ensure comprehensive planning and implementation.

Director Goldstein announced that the next combined Service and Maintenance Committee and Urban Planning Committee meeting will be held on Monday, July 21, 2025, at 4:00 p.m.

i. Parking Benefit District Advisory Committee – Maggie Segrich, Chair

Mrs. Davis presented the Parking Benefit District report on behalf of Director Segrich. There were no action items for consideration. She reported that the Committee approved to recommend funding in the total amount of \$135,354.00 for the following public safety initiatives to the ParkHouston City of Houston Council members:

- HPD Central Division Loud Noise Reduction Initiative for \$31,264.00.
- HPD Central Division Midtown Traffic and Parking Initiative for \$41,480.00.
- HPD Central Division Vagrant & Property Crime Reduction Initiative for \$60,810.00.
- Hydrate the Officers proposal for \$1,800.00.

Lastly, Mrs. Davis reminded the Board that the Committee will continue to evaluate the impact of the existing projects and explore new strategies to address quality of life enhancements throughout the District.

Mrs. Davis announced that the next Parking Benefit District Advisory Committee meeting will be held in-person on Thursday, September 11, 2025 at 3:00 p.m.

F. 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 for consideration.

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 announced that METRO has approved the designs for all three bus shelter artworks, with approvals received from the METRO Board Chair, CEO, and Mayor Whitmire. Additionally, the Committee confirmed a new location for the large-scale mural, which will be located at Career and Recovery Resources. Ms. Snipe also shared that the second of three Community Engagement Walks, led by Laura Conely of Urban Paths, took place on June 14, 2025. These walks aim to connect residents with the evolving public art landscape in Midtown.

She further stated that a 10-minute televised segment with *Houston Life* (KPRC/Channel 2) is scheduled to film on July 10, 2025, and will feature interviews with representatives from Career and Recovery Resources. The interview will air closer to the opening of the HueMan: Shelter Project. Ms. Snipe provided an update on the storytelling component led by artist Emanuele Bean, noting that final adjustments are being made to the scope of work. The documentary film team is targeting an early 2026 teaser release, with the full film expected in Spring 2026.

Lastly, Ms. Snipe reported that HueMan: Shelter artist and Uprise cohort t-shirts were printed and delivered on June 17, 2025, as part of continued branding and community visibility efforts for the initiative.

b. 2025 MidtownHOU Micro Grant:

Ms. Snipe reported that the team is currently preparing the cycle report for the current Houston Endowment grant. Concurrently, work has begun on the application for the next grant cycle to support ongoing cultural arts and community engagement programs in Midtown. She noted that the

District's advocacy efforts include promoting Midtown's successes and expanding visibility through strategic partnerships.

Ms. Snipe also provided an update on the 2025 Midtown HOU Arts Microgrants program. As of May 2025, 50% of the grantees have completed their projects. The remaining grantees are scheduled to complete their events or installations in Q3 and Q4 of 2025. She added that all completed projects are being featured on the Midtown Houston website and will continue to be highlighted through Midtown's newsletters, social media channels, and printed cultural arts guides.

Ms. Snipe announced that the Midtown Sign Wrap honoring Pride Month was installed on May 30 and will remain on view through mid-July 2025. Lastly, Ms. Snipe stated that the Midtown Management District hosted A Make Music Day Celebration at Bagby Park on June 20, 2025. The event featured an informal Juneteenth line dance class held before Midtown Movie Night as was part of the annual Make Music Day celebration.

Ms. Snipe announced that the next combined meeting of the Cultural Arts & Entertainment Committee and the Marketing Committee is scheduled for Tuesday, July 15, 2025, at 3:00 p.m.

G. Finance and Budget Committee – Kelly Young, Chair

Director Young presented the Finance and Budget Committee report. There were no action items for consideration. Director Young reported that the committee did not meet in June 2025, however, the Committee is moving forward into budget season and starting discussions at the committee level regarding potential projects for consideration in FY 2026. She further stated that all proposed contracts and projects for consideration for FY 2026 must be informed by the Midtown Service and Improvement Plan (2025-2034). Lastly, Director Young stated that Midtown Staff and Committee will be reviewing metrics to confirm that the alignment of current projects is viable and sustainable.

Director Young announced that the next Finance and Budget Committee meeting will be on Tuesday, July 29, 2025, at 1:00 p.m.

H. Nominating Committee – Gloria Haney, Chair

Director Haney reported that there were no new updates at this time regarding the status of board member appointments and reappointments recommended to the City of Houston Office of Boards and Commissions. She noted that the Committee continues to monitor communications from the City and will share additional information as it becomes available. There were no action items to report for this meeting.

I. Community Activity Report – Christopher Johnston, Liaison

i. Super Neighborhood #62

Ms. Alvarado presented the Community Activity Report on behalf of Director Johnston. She congratulated and announced the new appointments of the following Midtown Super Neighborhood #62 members:

- Giselle Martinez – President
- Alexander Spike – Vice President of Business & Institutions
- Julianne Agno – Vice President of Communications
- Jennifer Gribble – Vice President of Administration

Ms. Alvarado announced that the next MSN #62 social will be held on Wednesday, July 9, 2025, at 5:45 p.m. at 13 Celsius, 3000 Caroline Street, Houston, Texas 77004.

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

i. Staff Update

Ms. Alvarado stated that Midtown staff has worked to bring the language of Key Metrics and Key Indicators forward in the drafted Midtown Management District Service and Improvement Plan (2025-2034). She further stated that the new language is written above the estimated expenditure for each committee. She also stated that additionally, as part of the annual budget process Midtown Staff and Committee Chairs are working to bring forward Key Metrics and Key Indicators that relate to the specific projects associated with the annual budget.

Ms. Alvarado also stated that Midtown staff and Committee Chair have written into the Plan, specifically under **#1 objective for the Public Safety Committee**. The following update states:

1. Prepare and Implement a Public Safety Plan

Prepare and implement a comprehensive Public Safety Plan that is flexible and outlines a community approach to reducing and preventing crime, accidents, and other threats to public safety, that empowers stakeholders to actively participate in crime deterrence measures and promotes tangible safety improvements.

For the purpose of this document Plan is defined as flexible month by month document that allows for the community to be responsive to public safety concerns in a timely, proactive manner.

Ms. Alvarado further stated that Midtown staff and Committee Chair have written into the Plan specifically, under **#1 Objective for the Economic Development Committee** which now states:

1. Prepare and Implement a Comprehensive Economic Development Strategy

Collaborating with local agencies such as the Midtown Redevelopment Authority and others to develop a document that helps guide the economic growth and resilience of Midtown that identifies priorities and actions to foster economic prosperity as it relates to the region.

On page 24 under **District Operations/Nominating Committee**, the local government code that stipulates the qualifications to serve as a board member of the board of directors for the Midtown Management District was added to the Plan.

Also included under **District Administration Chapter 375**, of the Local Government Code, Sec. 375.063, stipulates QUALIFICATIONS OF DIRECTORS sets forth the qualifications to serve on the MMD Board.

K. 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.

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, August 6, 2025, at 11:00 a.m.**

9. ADJOURN

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



Desmond Bertrand-Pitts, Secretary

Date: _____


Christopher Johnston, asst. secretary