



MINUTES

**MIDTOWN MANAGEMENT DISTRICT
BOARD OF DIRECTORS MEETING**

May 3, 2023

The Board of Directors of the Midtown Management District held a regular meeting, open to the public, on Wednesday, May 3, 2023, at 6:00 p.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	Amar Mohite	Pos. 12	Muddassir Siddiqi, Ed.D.
Pos. 4	James Llamas	Pos. 13	Marylene Chan
Pos. 5	Ryan M. LeVasseur	Pos. 14	Christopher Johnston
Pos. 6	Maggie Segrich	Pos. 15	Jeanette Criglar
Pos. 7	Desmond Bertrand-Pitts	Pos. 16	Kelly A. Young
Pos. 8	Lewis Goldstein	Pos. 17	Charles Washington
Pos. 9	J. Allen Douglas		

All of the above were present except Directors Mohite, Tyler-Dillard, Siddiqi, and Washington

In addition, present at the meeting, were Midtown Staff members Cynthia Alvarado, Vernon Williams, Marlon Marshall, David Thomas, Jaime Giraldo, and Chrystal Robinson-Davis; Ashley Small of Medley, Inc., Robert Bradford, Consultant, Peggy Foreman of Burney and Foreman, Clark Lord of Bracewell LLP, Scott Harbers, and Jennifer Gribble of South Main Baptist Church.

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

Chair Lefsrud called the meeting to order and welcomed everyone.

Mrs. Robinson-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 APRIL 5, 2023, BOARD MEETING.**
- B. **APPROVE FINANCIAL REPORTS FOR THE MONTH OF MARCH 2023.**
- C. **APPROVE PAYMENT OF INVOICES FOR APRIL 2023.**
- D. **APPROVE EQUI-TAX REPORT FOR APRIL 2023.**

Ms. Cynthia Alvarado presented the various items on the consent agenda. A motion to approve the consent agenda as presented was made by Director Haney. The motion was seconded by Director Arguijo and carried by majority vote. Director LeVasseur abstained from the vote.

4. REVIEW DISCUSS AND TAKE NECESSARY ACTION REGARDING THE 1ST QUARTER INVESTMENT REPORT FOR THE PERIOD ENDING MARCH 31, 2023.

Mr. Thomas directed the Board's attention to the written Investment Report from Investment Officer Matt Thibodeaux. Mr. Thomas stated that as the District Accounting Manager he assisted in preparing the 1st Quarter Investment Report 2023 in accordance with Article III, Section 3.03 and Article IV, Section 4.066 of the Investment Policy of the District.

Mr. Thomas presented the investment report and stated that the average interest rate on all accounts was 1.479% for the 1st Quarter. He further stated that the amount of interest earned was \$27,810.89. 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 Public Funds Investment Act.

A motion to accept the report as presented was made by Director Young. The motion was seconded by Director Chan and carried by unanimous vote.

5. REVIEW, DISCUSS AND TAKE NECESSARY ACTION REGARDING A RESOLUTION WAIVING THE AUTOMATIC RESIGNATION OF DIRECTOR DANIEL ARGUIJO.

Peggy Foreman presented the Resolution Waiving the Automatic Resignation of Director Daniel Arguijo to the Board of Directors. She explained that State law provides that a Director who misses 3 consecutive board meetings is considered to have automatically resigned, however such automatic resignation can be waived by a majority vote of the remaining Board members if circumstances warrant.

A motion to waive the automatic resignation of Director Daniel Arguijo was made by Director Llamas. The motion was seconded by Director Johnston and carried by unanimous vote.

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 reported the progress of maintenance activities completed by the Field Services team and others in the District. He also reported on graffiti abatement and receiving updated reports of See-Click-Fix and updated data on the Dark Blocks Project. Director Johnston also thanked Director Chan and the volunteers that participated in the Native Seed Give Away during Art in the Park 2023. He stated that the Good Neighbor letter regarding certain sidewalk repairs was sent to Ms. Alvarado and Mrs. Robinson–Davis for review and mailing. The next Service and Maintenance Committee meeting is scheduled for Monday, May 15, 2023, at 4:00 p.m.

B. Urban Planning Committee – James Llamas, Chair

Director Llamas presented the Urban Planning committee report. There were no action items. Director Llamas shared information regarding the METRO BOOST plan for improvements to certain METRO bus stops within the District. He reported that the committee is reviewing the plan and the potential opportunities to partner with METRO for aesthetic enhancements to bus stops in the District, such as decorative treatments to the pavement, plantings, way finding signage, lighting, and bike racks. Once costs for such improvements are determined, the committee will make recommendations to the Board. Director Llamas reminded the Board that the next Urban Planning Committee meeting will be held on Monday, May 15, 2023, at 4:00 p.m.

i. Request from Bike Share for additional maintenance funding.

Director Llamas advised that funding for certain maintenance costs for the initial 3-month period will end soon and that the Board will be asked to provide additional funding at the June 2023 Board meeting.

No action was taken on this agenda item.

C. Cultural Arts & Entertainment Committee – Charles Washington, Chair

Ms. Alvarado presented the Cultural Arts & Entertainment Committee report on behalf of Director Washington. There were no action items.

She reported that the District received a letter of concern regarding the noise that occurred during Art in the Park 2023 and that several Board Members, certain City of Houston Council Members, and others were copied on the letter. Ms. Alvarado reported that she sent a written response to the resident and that a copy of the response was included in the Board Packet. Ms. Alvarado advised the Board that a sound permit was provided by the City of Houston for the dates of the event, the hours of amplification were from 8:00 a.m. to 10:00 p.m. and that at no time did the District violate the terms of the sound permit. She further reported that the District will continue to look at ways to mitigate the impact of sound at events in the park, including the purchase of a sound meter to monitor noise levels during the three (3) annual District sponsored events.

Ms. Alvarado also reported that the committee will be announcing the artwork selected for a small pilot project regarding the planters located on Elgin Street. She stated that there are seven planters located on Elgin in front of Glover Park that have been uniquely painted by local artists and that the public has been invited to vote (using a QR code located near the

planters) for their favorite painted planters to be installed in the neighborhood. Additionally, the QR code will be printed on postcards and distributed within the District. Ms. Alvarado also announced a brief video presentation for Art in the Park 2023 was available for viewing immediately after the board meeting. Finally, she announced that the next Cultural Arts & Entertainment Committee meeting will be held on Tuesday, May 16, 2023, at 3:00 p.m.

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

Mrs. Robinson-Davis presented the Marketing & Economic Development Committee report on behalf of Director Debbie Tyler-Dillard. There were no action items. She reported that there were 18 posts on the various digital social media platforms. The statistics show that for the month of March 2023, across all media platforms, there was a reach of 53,444 with 832 engagements, and 3,175 link clicks. She stated that the top media placements came from the Houston Chronicle and TV Channel WB39. She also reported that the new Midtown Cultural Arts Guide has been posted on the Midtown website and will be distributed to apartments and other businesses within the District. Mrs. Robinson-Davis stated that the Midtown Buzz and the 10-Year Management District Impact Report are the next priority projects for the committee. She reminded the Board that the next Marketing & Economic Development Committee meeting will be held on Tuesday, May 16, 2023, at 3:00 p.m.

E. (Intentionally Omitted)

F. Community Activity Report – Christopher Johnston, Liaison

i. Super Neighborhood #62

Director Johnston reported on the status of the Super Neighborhood #62 Action Plan (SNAP). He stated that the goal was to develop a plan similar to plans created by other Houston area communities and present it to the Midtown Management District and to Houston City Council. He further reported that Super Neighborhood #62 is currently forming groups that are similar to District committees to work with the District and the Midtown Redevelopment Authority. Director Johnston also reported that representatives from the Houston Police Department gave general updates and that METRO representatives provided a presentation regarding the METRO Boost plan. Director Johnston announced that the next Super Neighborhood meeting will be held on Thursday, May 11, 2023, at 11:00 a.m.

G. Public Safety Committee – Jeanette Criglar, Chair

Mr. Giraldo presented the Public Safety Committee report on behalf of Director Jeanette Criglar. He provided an update on public safety activities within the District. He reported that there appears to be an increase in the unsheltered population in Midtown, which is believed to be due, in part, to the decommissioning of homeless encampments in adjacent areas of the City.

i. Authorization for an agreement with Flock Group, Inc.

Mr. Giraldo answered questions and provided additional information and a sample of the type of data that could potentially be provided to the District if the proposal for installation of the Flock Camera System is approved. A motion to authorize legal counsel to proceed with the negotiation of an agreement with Flock Group Inc., for installation of the Flock Camera

System was made by Director Llamas. The motion was seconded by Director Criglar. Following all discussion, the motion failed by majority vote. For 2, Against 6, Abstain 3.

Mr. Giraldo announced that the next Public Safety Committee meeting is scheduled for Tuesday, May 16, 2023, at 11:00 a.m.

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

Director Criglar reported on the status of activities for the Service and Improvement Plan Committee. She reported that the committee has been working on an overall timeline for its work and that it plans to host various focus groups with stakeholders and property owners to discuss their respective visions and ideas for future services and improvement projects and programs. Director Criglar announced that the focus groups are anticipated to begin in July 2023. The next committee meeting is scheduled for May 23, 2023, at 9:00 a.m.

I. Executive Committee – Darcy Lefsrud, Chair

Chair Lefsrud stated that the Executive Committee received a report regarding the District's finances and that assessment collections were slightly less than prior year's collections at the same point in time and that District expenditures were within budget. He reported that the Finance Committee and staff will be working with the various committees on the timing of expenditures for the remainder of the year. There were no action items. The next Finance and Budget Committee meeting will be held on Tuesday, May 30, at 10:00 a.m.

7. REPORT ON CAPITAL PROJECTS OF THE MIDTOWN REDEVELOPMENT AUTHORITY (MRA)

Mr. Marlon Marshall presented the following reports regarding the status of current Midtown Redevelopment Authority capital improvement projects:

Caroline Street – The contractor is making progress on addressing certain punch list items. The contractor is being asked to address some landscape items that are covered under the one-year warranty provisions. The MRA staff and consultants are working with TxDOT to address other issues relating to the project, including issues arising as a result of the Texas Department of Licensing and Regulation (TDLR) inspection report. The MRA staff is also addressing landscaping issues at Baldwin Square and the Tuam Street intersection.

Brazos Street – The MRA staff and consultants held an initial meeting with City of Houston representatives to discuss concept designs for the project. Public engagement is anticipated to occur this summer.

PARTNER PROJECTS

Safe Street Survey The consultants have received comments from the survey and will incorporate the information into the final document to present to the MRA Board of Directors before the end of summer.

Parks and Public Spaces Master Plan – The Parks and Public Spaces Master Plan will be presented to the MRA Board at the May 2023 Board meeting. The public comment period ended March 8, 2023 and the team is currently working to review and update the plan

Gray Street Buffer designs – The Gray Street Project will be the initial project for the on-call contractor. Bids for the contract are due on Tuesday, May 23, 2023. MRA will evaluate the bids and make a recommendation at the upcoming MRA Board meeting.

Tuam Street Water Line – The requests for additional improvements and changes to the scope of work relating to certain bicycle and pedestrian enhancements were provided to the City of Houston. The MRA team is awaiting formal approval from the City along with final pricing information for the enhancements.

8. 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.

9. ANNOUNCEMENTS


NEXT MEETING DATE

Chair Lefsrud announced that the next Midtown Management District Board of Directors meeting will be held on **Wednesday, June 7, 2023, at 11:00 a.m.**

There were no other announcements.

10. ADJOURN

There being no other business, the meeting was adjourned.



James Llamas
Board Vice-Chair

6/7/23

Date