



MINUTES

**MIDTOWN MANAGEMENT DISTRICT
BOARD OF DIRECTORS MEETING**

June 7, 2023

The Board of Directors of the Midtown Management District held a regular meeting, open to the public, on Wednesday, June 7, 2023, 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	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, Arguijo, Siddiqi, Chan, and Washington.

In addition, present at the meeting, were Midtown Staff members Matt Thibodeaux, Kandi Schramm, Cynthia Alvarado, Marlon Marshall, David Thomas, Amaris Salinas, Willie Larry, and Chrystal Robinson-Davis; Robert Bradford, Consultant, Peggy Foreman of Burney and Foreman, Laura Knutson of Houston Bike Share and Jennifer Gribble of South Main Baptist Church and Super Neighborhood #62.

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 MAY 3, 2023, BOARD MEETING.
- B. APPROVE FINANCIAL REPORTS FOR THE MONTH OF APRIL 2023.
- C. APPROVE PAYMENT OF INVOICES FOR MAY 2023.
- D. APPROVE EQUI-TAX REPORT FOR MAY 2023.
- E. RESOLUTION DESIGNATING AUTHORIZED REPRESENTATIVES WITH REGARD TO INVESTMENT ACCOUNTS OF THE MIDTOWN MANAGEMENT DISTRICT.

Cynthia Alvarado presented the various items on the consent agenda. Director Ryan LeVasseur made a motion to approve the consent agenda as presented. The motion was seconded by Director Debbie Tyler-Dillard and carried by unanimous vote.

4. 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. Robinson-Davis presented the Service and Maintenance Committee report on behalf of Director Christopher Johnston. There were no action items. She reported on the progress of park maintenance activities, including the repair and replacement of certain light fixtures and the replacement of decomposed granite in Baldwin Park, She reported that certain landscaping improvements and seasonal planting replacement was also completed by the Field Services team.

Mrs. Robinson-Davis advised the Board that graffiti abatement occurs twice monthly and that 165 sites have been abated so far this year. She further advised the Board of the Legacy Maintenance Services schedule and stated that the Field Services team works throughout the District providing maintenance services in different quadrants each day.

She reported that the Committee is currently reviewing Dark Blocks reports and hopes to make recommendations for installation of additional lighting fixtures in the next few months.

Mrs. Robinson- Davis reminded everyone that the next Service and Maintenance Committee meeting is scheduled for Monday, June 26, 2023, at 4:00 p.m.

B. Urban Planning Committee – James Llamas, Chair

Director Llamas presented the Urban Planning committee report.

i. Request to extend the service and maintenance agreement with Houston Bike Share.

Laura Knutson, Project Manager of Houston Bike Share, presented a quarterly report of the services provided for the B-Cycle stations located at LaBranch and Alabama Streets, the

Ensemble Theater/HCC Metro Rail, Milam and Webster Streets, and Austin and Gray Streets. Ms. Knutson reported that the cost of providing services and maintenance for these 4 B-Cycle stations was \$625.00 per month per station or \$30,000.00 annually and shared a breakdown of these costs.

Ms. Knutson asked that the Board extend funding of services and maintenance for 4 B-Cycle stations for an additional 3-month period beginning June 1, 2023, in accordance with the terms of that certain Contribution Agreement between Midtown Management District and Houston Bike Share, effective as of February 23, 2023 (“Contribution Agreement”). Director Douglas made a motion to approve the extension of funding under the Contribution Agreement for 4 B-Cycle stations located within the District. The motion was seconded by Director Criglar and carried by majority vote. Director Llamas abstained from the vote.

Director Llamas reminded the Board that the next Urban Planning Committee meeting will be held on Monday, June 12, 2023, at 4:00 p.m.

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 contract between UPART and the City of Houston had been renewed and that the District was moving forward with the Mini Mural Maintenance project which will include repainting murals on various utility boxes in the District.

Ms. Alvarado also reported that the QR Code voting to select the designs for the planters along Elgin Street has ended and that approximately 280 votes were cast, of which 84% were cast by Midtown residents. The results were as follows:

- 1st place - The butterfly planter
- 2nd place - The planter with blue lines
- 3rd place - The blue tile planter

She announced that updates regarding the placement of the planters will be provided at a future meeting.

Ms. Alvarado reported that installation of the Juneteenth graphics for the Midtown sign in Bagby Park will occur on June 12, 2023 and that an Artist Talk, featuring the artist, Christopher Robinson, will take place on June 13, 2023 at 12:00 noon in the African American Library at the Gregory School. Finally, Ms. Alvarado announced that the next Cultural Arts & Entertainment Committee meeting will be held on Tuesday, June 20, 2023, at 3:00 p.m.

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

Director Tyler-Dillard presented the Marketing & Economic Development Committee report. There were no action items. Director Tyler-Dillard reported the social media numbers for Art in the Park event. She stated that the total number of media placements for the event was 61, and the media reach was 101,878,694 with a total publicity value of \$2,435,001.00. The top media placements were from Axios, Great Day Houston, and Fox 26. She stated that more than 1,600

guests registered for Art in the Park through Eventbrite and that the social media ads reached more than 125,000 users with 5,500 link clicks.

Director Tyler-Dillard also reported the social media numbers for the month of April 2023 which do not include the social media numbers for the Art in the Park 2023 event. She stated that there were 18 posts on the various digital social media platforms, with a reach of 330 new followers, 38,107 engagements, and 663,517 impressions on the various Midtown Houston Channels. The top media placements came from the Houston Chronicle, Texas Tasty, 365 Things to do in Houston, and Houstonia Magazine. The digital outcomes across all platforms for April 2023 were 43,135 reached, 3,446 engagements and 570 link clicks.

Director Tyler-Dillard announced that the new Midtown Cultural Arts Guide has been posted on the Midtown website and has been distributed to apartments complexes and other businesses within the District. She also gave updates regarding the Midtown Buzz and the 10-Year Management District Impact Report. Finally, Director Tyler-Dillard announced that the next Marketing & Economic Development Committee meeting will be held on Tuesday, June 20, 2023, at 3:00 p.m.

E. Finance Committee – Kelly Young, Chair

Director Young provided the Finance Committee report. There were no action items. David Thomas summarized the written financial reports for April 2023 and the Equi-Tax assessment and collections report for May 2023. Director Young announced that the next Finance Committee meeting will be held on Tuesday, July 25, 2023, at 10:00 a.m.

F. Community Activity Report – Christopher Johnston, Liaison

i. Super Neighborhood #62

Mrs. Robinson-Davis provided the Community Activity report on behalf of Director Johnston. She reported that Super Neighborhood #62 held a meeting at the Whole Foods Market on May 11, 2023, at 6:30 p.m. which included a discussion with Houston Police Department (HPD) representatives regarding homeless outreach in Midtown. She announced that new officers were elected for Super Neighborhood #62, namely:

President	Clinton Turner
President Elect	Jennifer Gribble
Recording Secretary	Betty Winters
Communications Secretary	Giselle Morales
Vice President of Businesses & Institutions	Jennifer Gribble
Vice President of Residents	Kelly Reynolds
Treasurer	Vacant/TBD

The next meeting will be held in September 2023, however the monthly social gatherings will continue on the last Wednesday of each month at Baldwin Park.

G. Public Safety Committee – Jeanette Criglar, Chair

Director Criglar provided an update on public safety activities within the District. She reported that the HPD Homeless Outreach Team and the Midtown S.E.A.R.C.H. Homeless Outreach have observed 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.

Director Criglar shared statistics from the HPD Homeless Outreach Team for the month of May 2023, specifically, there were 176 citizen contacts, 52 homeless identification cards issued, 4 clients received temporary shelter and 2 clients received permanent supportive housing. In addition, 6 citations were issued and 2 suspects placed in jail (1 felony and 1 misdemeanor). She reminded the Board that the Midtown Redevelopment Authority provided funding to the HPD Homeless Outreach Team to pay for overtime hours in the Midtown area to provide both homeless outreach and enforcement services.

Director Criglar also provided statistics reported by the S.E.A.R.C.H Homeless Outreach Team for May 2023, which included 38 new outreach client enrollments, 64 housing assessments, 18 coordinated access referrals and 20 persons were provided permanent supportive housing. She announced that the total number of clients housed since the S.E.A.R.C.H Homeless Outreach Team began its work under contract with the District was 329 which includes 73 persons housed in 2023.

Finally, Director Criglar announced that the next Public Safety Committee meeting will be held on Tuesday, June 20, 2023, at 11:30 a.m.

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

Mrs. Robinson-Davis presented the Service and Improvement Plan committee report on behalf of Directors Criglar and Young. She stated that the committee has continued to update the timeline and worked on plans to host various focus groups with stakeholders and property owners to gather ideas for future services and improvement projects and programs. Mrs. Robinson-Davis announced that the focus groups will begin in July 2023. Director Douglas asked the committee to consider adding realtors to the focus groups and to look at preparing an inventory of empty retail space in Midtown.

I. Executive Committee – Darcy Lefsrud, Chair

Chair Lefsrud stated that all matters discussed at the Executive Committee meeting were addressed in the various other committee reports. He announced that the next Executive Committee meeting will be held on Tuesday, June 28, 2023 at 10:00 a.m.

5. 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 MRA Staff and consultants are continuing to work with the contractor regarding certain landscape items that were covered under the one-year warranty provisions. The design team is still working on solutions to some issues that TxDOT has determined the contractor will not be required to address as part of the punch list items for project closeout. CenterPoint Energy is currently in the process of installing decorative street lights.

Brazos Street – Following the initial meeting with City of Houston representatives to discuss the project, the City requested additional information which the staff and consultants are in the process of providing. Planning is underway for public engagement regarding the project which is expected to occur this summer.

PARTNER PROJECTS

Safe Street Survey - The staff and consultants are working to summarize the information received and finalize the results for a presentation to the MRA Board of Directors which is anticipated to occur before the end of the 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 MRA 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 – No proposals/bids were submitted for design of the Gray Street Buffer Project on the May 23, 2023 due date. The staff and consultants are reviewing and modifying the project scope.

Tuam Street Water Line – The staff and consultants are meeting with the City later today regarding this project and are awaiting cost estimates from the contractor for the Midtown recommended bicycle and pedestrian enhancements before final decisions can be made.

6. 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.

7. ANNOUNCEMENTS

Midtown Staff member, Amaris Salinas, announced upcoming activities in the various Midtown Parks.

NEXT MEETING DATE

Chair Lefsrud announced that the next Midtown Management District Board of Directors meeting will be held on **Wednesday, July 12, 2023, at 11:00 a.m.**

There were no other announcements.

8. ADJOURN

There being no other business, the meeting was adjourned.



Marylene Chan
Treasurer

7/12/23

Date