

MINUTES OF THE
MIDTOWN MANAGEMENT DISTRICT
BOARD OF DIRECTORS MEETING

October 7, 2015

The Board of Directors of the Midtown Management District held a meeting, open to the public, on October 7, 2015 at 11:00 a.m. in the Midtown Management District 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:

Darcy John Lefsrud
Diane Cervenka
Jacques Fox
J. Allen Douglas
Kim Cook
Monte Large
Willie Coleman
Deborah Tyler Dillard
Eileen J. Morris

John Castillo
Marylene Chan
William R. Franks
Debra McGaughey
Gary Noble
Charles Washington
Amar Mohite
Nancy J.W. Darst

All of the above were present except Directors Coleman, Cervenka, Douglas and Castillo thus constituting a quorum.

In addition, present at the meeting were Cynthia Alvarado, Elizabeth Powell, Kandi Schramm, Marlon Marshall and Matt Thibodeaux of Midtown Management District; Peggy Foreman of Burney & Foreman; Clark Lord of Bracewell Giuliani; Cameron Palmore and Doug Oehl of Power Express, and Alberto Castanon of Rise Condominiums.

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

Chair Franks called the meeting to order and welcomed everyone.

RECEIVE PUBLIC COMMENTS.

Guests in attendance were invited to introduce themselves and address the Board on any issues of concern.

CONSENT AGENDA

- a. Approve Minutes for the September 2, 2015 Board meeting. (tabled)
- b. Approve the financial report for the month of August 2015.
- c. Approve the payment of invoices for September 2015.
- d. Approve Equi-Tax Report for September 2015.

Cynthia Alvarado announced that consent agenda item #a was being pulled and would be considered at the November 2015 Board meeting.

Director McGaughey made a motion to approve the remaining items on the Consent Agenda as presented. The motion was seconded by Director Large and carried by unanimous vote.

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

A. Public Safety Committee – John G. Castillo, Chair

Cynthia Alvarado reported on the activities of the Public Safety Committee. She stated that the September 15, 2015 Committee meeting was an evening meeting held in the Community Room at Central Bank and was well attended. Ms. Alvarado reported that according to Houston Police Department Crime Statistics, crime, including burglary of a motor vehicle, in Midtown is down.

Ms. Alvarado reported that National Night Out was held on October 6, 2015 in Bagby Park and that attendance at the event was good.

B. Marketing Committee

Director Darst reported on the activities of the Marketing Committee. She stated that the Committee is looking at developing and producing a short marketing video for Midtown and played a sample of a similar video that was produced for the Uptown/Downtown area in Dallas. Several Board members expressed support for the project and suggested that the Marketing Committee explore opportunities to partner with Midtown businesses such as developers, realtors, apartment complexes, etc. to help finance the costs of the video, as it would be a good tool to market the Midtown area.

Director Darst also reported that the Cultural Arts and Entertainment Guide is in its final proofing stage and should be sent to the printer soon.

C. Service & Maintenance Committee

Darcy Lefsrud reported on the activities of the Service and Maintenance Committee. He stated that the new Contractor for the Field Services Team and for Baldwin and Glover Parks is on board and is working diligently throughout the District. Marlon Marshall stated that the Field Services Team is focused on the areas around Baldwin Park in preparation for the Art in the Park event.

Director Lefsrud gave a brief description of "SeeClickFix", which is a software program that is currently being used by the City of Houston to record and monitor calls for service. Director Lefsrud described how the software could be designed for use in a smaller service area and allow the Staff to better track and manage service requests in Midtown. He stated that there were currently 90 open "311" tickets for the Midtown area. Several Board members expressed strong interest in the SeeClickFix Project and asked the Committee to get more information and come back with a recommendation regarding obtaining this service for Midtown.

D. Urban Planning Committee – Monte Large, Chair

Director Large reported on the activities of the Urban Planning Committee. He stated that after almost a year of lobbying, the Committee was notified that the City of Houston

Sunday Streets would be held in Midtown on December 13, 2015. He explained that the event was being sponsored by Cigna and that certain streets in Midtown would be closed to vehicular traffic and that citizens would be encouraged to walk, ride bikes and generally play in the streets. Director Large stated that the Sunday Streets Project has been extremely successful in other areas of the City and provides an excellent opportunity to have fun and meet and interact with neighbors and support local businesses.

Director Large also reminded Board members that the new B-Cycle Station was scheduled to be installed on November 17, 2015 on Smith Street near the Walgreen's store.

E. Finance Committee – Marylene Chan, Chair

Director Chan reported on the District's finances. She presented the comparison of actual to budgeted expenditures and the reasons for some of the major differences. Director Chan identified the completed Projects and those that were still outstanding for 2015.

Director Chan further reported that the Finance Committee had met with the Public Safety, Service and Maintenance, and Marketing committees to discuss their budget requests for 2016 and that she is awaiting budget requests from the Cultural Arts and Entertainment Committee and the Urban Planning Committee. She advised Board members that they will be asked to vote on the 2016 assessment rate at the November 4, 2015 Board meeting.

Director Chan invited Board members to attend the next Finance Committee meeting on October 21, 2015 to participate in further discussions about the 2016 budget requests.

F. Cultural Arts & Entertainment – Eileen Morris, Chair

Director Morris reported on the activities of the Cultural Arts & Entertainment Committee. She stated that work on the Cultural Arts Master Plan is almost complete. She further stated that there are now approximately 90 cultural arts venues in Midtown.

Director Morris also reported that the Committee is working with the Ensemble Theater to offer readings from the plays of Playwright August Wilson. She stated that the event will take place in Bagby Park on October 12, 2015, beginning at 6:15 p.m. and invited all to attend. She also reminded everyone that the 2015 Art in the Park event is scheduled for Saturday, October 24, 2015.

Director Morris reported that the agreements for the Mini Murals have been executed and that eight locations throughout Midtown have been identified and will be submitted to the City for consideration and approval. She also reported that the Committee will review and consider the work of potential artists and make a short list of artists for recommendation to the City to design and produce the Mini-Murals in Midtown. Director Morris advised the Board that the artist's designs are required to meet the City of Houston design parameters, including prohibitions against the use of logos, foul language, depictions of weapons, etc. Cynthia Alvarado stated that the goal is to complete installation of the Mini Murals by the end of 2015, depending on the amount of time required for City approvals and weather conditions.

Finally, Director Morris announced that the next Cultural Arts and Entertainment Committee meeting will be held at Music World Entertainment, 2202 Crawford Street, Houston, TX 77002 on October 22, 2015 at 3:30 p.m.

G. Nominating Committee – Debra McGaughey, Chair

Director McGaughey stated that there was no current committee activity to report.

H. Service and Improvement Plan – Willie Coleman, Chair

i. UPDATE REGARDING THE PETITIONS REQUESTING SERVICES AND IMPROVEMENTS FROM THE MIDTOWN MANAGEMENT DISTRICT.

Director Coleman reported that according to the Assessor-Collectors, as of August 31, 2015, the uncertified assessed value of property in Midtown is \$1,534,392,571. He reported that as of September 30, 2015, the District had secured 96 Petitions from property owners representing approximately 233 parcels of property and approximately \$153,994,706.00 (9.96%) of assessed value. He further stated that the Notice of Public Hearing had been issued and that preparations were underway for the Public Hearing scheduled for October 28, 2015. He encouraged all Directors to attend the Public Hearing. Director Coleman stated that the Committee would continue to collect signed Petitions up to the date of the Public Hearing.

I. Executive Committee – William Franks, Chair

Chairman Franks announced that Director Charles Washington has been appointed to serve as the Vice Chair of the Cultural Arts and Entertainment Committee. He thanked Board members for their work in the various committees.

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

Marlon Marshall gave the following report on the status of the current MRA capital improvement projects:

Bagby Park Project – Kiosk tenant Rico's has opened for business and several events have been scheduled in the Park.

Midtown Park Project – Construction continues on the parking garage. Excavation of the contaminated soil has been completed and garage flooring is being constructed. A pre-bid meeting was held and 3 qualified contractors have been asked to submit bids for park construction on October 22, 2015 and the project is expected to be awarded by the MRA Board at its October 29, 2016 Board meeting. Construction of the park is expected to begin in December 2015 and is scheduled to be completed in December 2016.

Caroline Street Project – TxDOT has agreed to rebid the project provided the MRA can provide evidence of a commitment for funding for the project. The City of Houston has agreed to participate by giving the MRA a "no interest" loan, however the terms of the loan have not yet been finalized. The Staff and Consultants are exploring other cost savings and will be meeting

with representatives of TxDOT in the next 2 weeks to further discuss proceeding with the project.

Holman Street Project – A pre-construction meeting has been held and the Contractor has secured a mobilization site. The Notice to Proceed will be issued with a start date of November 2, 2015.

Main Street Improvements Project – Project is still in the design phase.

WITH RESPECT TO THE FOREGOING AGENDA ITEMS, CONDUCT AN EXECUTIVE SESSION WITH REGARDS TO THE FOLLOWING, AS APPROPROATE 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.

ANNOUNCEMENTS

Vernon Williams announced that plans are underway for lighting and holiday events in Bagby Park and that more information would be presented at future meetings.

NEXT MEETING DATE

Chairman Franks announced that the next Midtown Management District Board meeting will be held on Wednesday, November 4, 2015, at 6:00 p.m. in the Central Bank Community Room located at 2217 Milam St., Houston, TX 77002.

ADJOURN

There being no other business, the meeting was adjourned.



Eileen J. Morris, Board Secretary

Date: 11/4/15