

MINUTES OF THE
MIDTOWN MANAGEMENT DISTRICT
BOARD OF DIRECTORS MEETING

May 6, 2015

The Board of Directors of the Midtown Management District held a meeting, open to the public, on May 6, 2015 at 6:00 p.m. in the Community Room of Central Bank located at 2217 Milam 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:

Roger Neal
Monte Large
Willie H. Coleman, Jr.
Eileen Morris
Kim Cook
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 thus constituting a quorum.

In addition, present at the meeting were Matt Thibodeaux, Cynthia Alvarado, Elizabeth Powell, Marlon Marshall and Kandi Schramm of the Midtown Management District; Vernon? Peggy Foreman of Burney & Foreman; Alyssa Hill of Carr Riggs and Ingram; Edward Valker of Rosalie Avenue HOA; Kate Rickel of Rosalie Avenue HOA; Jacques Fox of Artisans; Darcy John Lefsrud; Anna Jaroqicz; Harvey Yunis; Adele Corrigan; J. Allen Douglas; Thomas George of the Baldwin Square Homeowners Association; Jagdeep Chadha; Poonam Chadha; Don & Patricia Forester; Bimal Patel; Raul Caro; Juan Maldonado; HPD Sgt. Shannon Farquar; HPD Capt. Heather Morris, HPD Officers R.C. Gonzales and M. Goldwater.

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.

Several guests expressed concerns regarding the recent shooting incident at a nightclub located in Midtown. Edward Valker of the Rosalie Avenue HOA introduced himself and presented his concerns regarding the recent incident at the Empire Club, Harvey Yunis asked for the Board's assistance with contacting the TABC regarding the renewal of the liquor license for the Empire Club. Thomas George of the Baldwin Square HOA expressed concerns about several matters including lighting, the need for more pruning of trees, maintenance of telephone and power lines, and vagrants and others loitering near the Baldwin Square properties.

CONSENT AGENDA.

- a. Approve Minutes for the March 4, 2015 Board meeting.
- b. Approve Minutes for the April 1, 2015 Board meeting.
- c. Approve the financial report for the month of February 2015.
- d. Approve the payment invoices for April 2015.
- e. Approve Equi-Tax Report for March 2015.

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

REVIEW, DISCUSS AND TAKE NECESSARY ACTION REGARDING THE DISTRICT'S AUDIT FOR FY 2014

Director Chan stated that the staff has been working diligently with Carr Riggs Ingram on the FY 2014 Audit and thanked everyone for their work. She introduced Alyssa Hill of Carr Riggs Ingram who briefly described the audit process and presented the FY 2014 Audit. Ms. Hill stated that there were no significant changes from prior years, no major adjustments and that the District received a clean unmodified opinion. Several Board members asked questions and Ms. Hill responded. Director Coleman made a motion to approve the Audit for FY 2014. The motion was seconded by Director Chan. Following all discussion, the motion carried by majority vote. Director Neal opposed the motion.

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

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

Director Castillo reported on the activities of the Public Safety Committee. He stated that the April 2015 statistical crime reports from the Houston Police Department (HPD) showed an increase in auto thefts in Midtown. He stated that HPD and the Public Safety Committee were encouraging Midtown residents and visitors to park their vehicles inside their gated communities and in garages whenever possible.

Director Castillo introduced several HPD Representatives including Captain Heather Morris who heads the South Central Division. Sgt. Farquar gave a detailed report on the recent shooting incident at the Empire Club and answered questions from Board members and other attendees. HPD representatives gave a general report on other efforts to deter crime in Midtown. Peggy Foreman reminded the meeting attendees that the Management District has no law enforcement authority but contracts with Harris County for extra law enforcement patrol services in Midtown and can act as an advocate for the Midtown community on law enforcement related issues. Director Castillo stated that the Committee and the Board was aware of the community's concerns and will continue to work on the issues and provide the opportunity to communicate those concerns to HPD and other law enforcement agencies. Director Castillo also invited attendees to the next Public Safety Committee meeting on Tuesday, May 19, 2015 at 11:30 a.m. in the Midtown Management District offices.

B. Marketing Committee – Michelle LeBlanc, Chair

Elizabeth Powell, District Coordinator, reported on the activities of the Marketing Committee. She stated that the Committee has been working on Phase 2 of the Website development and on the Cultural Arts and Entertainment and Nightlife Guide with PH Design Shop.

C. Service & Maintenance Committee – Roger Neal, Chair

Director Neal reported on the activities of the Service and Maintenance Committee. He stated that Committee and Staff are still working through issues with the new maintenance contractors. Director Neal stated he scouted and identified locations for twenty six (26) new oak trees to be planted in the public right of way. He further reported that 615 linear feet of new sidewalks have been installed with another 600–1000 linear feet of new sidewalks being planned for installation in the next few months. Director Neal also announced that the Committee was working on plans for repairing and replacing pavers as needed on Elgin Street from Main to Caroline Streets and also on repairs to the irrigation systems in Baldwin Park and along Elgin Street. He stated that the Committee would submit a request to use capital reserve funds for these projects once final cost estimates are obtained.

D. Urban Planning Committee – Monte Large, Chair

Director Large reported on the activities of the Urban Planning Committee. He reported that the “Before I Die Wall” and “Art Crosswalk Pilot Project” have been completed. The committee is still working on securing a location for an additional Houston B-Cycle station in Midtown. Elizabeth Powell played a short video showing the installation of the Art Crosswalk Project at the intersection of Main & Elgin Streets.

E. Finance Committee – Marylene Chan, Chair

Director Chan reported on the District’s finances. Director Chan stated that the Committee and Staff would be reviewing the FY 2015 Budget and actual expenditures to date and would recommend some budget amendments to the Board at a future Board meeting.

F. Cultural Arts & Entertainment – Eileen Morris, Chair

Director Morris reported on the activities of the Cultural Arts & Entertainment Committee. She advised the Board that due to bad weather conditions the 2015 Art in the Park event was postponed twice and has been rescheduled for October 24, 2015. In response to a question from Director Noble, Cynthia Alvarado reported that of the 65 artists who committed to the event, only 6 indicated they could not participate in October, mainly due to scheduling conflicts.

Director Morris reported that the Committee continues to work with Design Workshop and other Midtown Stakeholders on the Cultural Arts Master Plan.

G. Nominating Committee – Debra McGaughey, Chair

Director McGaughey stated that the Committee conducted 10 interviews to fill a total of 5 vacant positions on the Board. She explained the process utilized and advised the Board that the Committee felt strongly that since most of the vacant positions had been previously filled by Midtown residents, it was important to ensure that resident property owners were adequately represented on the Board. Director McGaughey reported that the Committee also wanted representatives from the restaurants/nightlife business sector and with marketing skills and experience. Peggy Foreman explained that positions 7, 8, and 9 and 11 were unexpired terms and that persons approved to fill those positions would be able to join the Board immediately since positions with unexpired could be filled by a majority vote of the existing Board, however, the candidate being recommended to fill position 1, would be subject to approval by the Mayor and City Council, since position 1 is currently occupied and the term will not expire until June 1, 2015 or the date such position is filled by a person appointed by the Mayor and City Council.

Director McGaughey announced the following Nominating Committee recommendations:

<u>Position</u>	<u>Name</u>	<u>Status</u>
1	Darcy John Lefsrud	Property Owner/Resident
7	Diane Cervenka	Property Owner/Resident
8	Jacques Fox	Agent of Property Owner
9	J. Allen Douglas	Property Owner/Resident
11	Deborah Tyler Dillard	Resident

Director McGaughey gave brief summary of each person's background stated that resumes were on the Board table for review.

Director Coleman made a motion to approve the recommendations of the Nominating Committee. The motion was seconded by Director Noble and carried by unanimous vote.

Director McGaughey then announced that the Nominating Committee was also seeking Board approval to recommend to the Mayor and City Council that the following persons be appointed or re-appointed to the Board:

<u>Position</u>	<u>Name</u>
1	Darcy John Lefsrud
2	Kim Cook
3	Amar Mohite
4	Monte Large
5	Willie Coleman
6	Nancy J. W. Darst
7	Diane Cervenka
8	Jacques Fox
9	J. Allen Douglas

H. Service and Improvement Plan – Willie Coleman, Chair

Director Coleman stated that the Service and Improvement Plan Committee is still actively working to secure signed Petitions from Midtown property owners. He stated the Committee has secured 43 petitions representing approximately \$68,906,031.00 in assessed value. Director Coleman asked the Board and Staff to continue working to obtain more signed petitions from property owners. He asked all property owners attending the meeting to please review the proposed Service and Improvement Plan and Assessment Plan and consider signing a Petition.

I. Executive Committee – William Franks, Chair

Director Franks reported that all matters discussed at the April 28, 2015 Executive Committee meeting had already been considered under the various agenda items. Director Franks stated he wanted to thank the Committees and Staff for working hard and

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 – Park is now open to public. The grand opening event for the Park was postponed due to weather. The Kiosk tenant is still working on build-out and equipping the kiosk and is expected to be open for business at the end of May or early June 2015.

Midtown Park Project – Excavation for the parking garage has started on the northern end of the site. Unfortunately, the Contractors encountered some unidentified utilities and unanticipated materials during excavation which caused a slight delay, but which are being resolved and excavation is continuing on a different part of the site. The garage groundbreaking was also postponed due to bad weather conditions.

Caroline Street Project – The project is stalled pending a decision from the City of Houston regarding the MRA's request for funding to cover the cost of utility replacements.

Holman Street Project – The Houston Community College (HCC) has received City approval of its construction plans. MRA and HCC will jointly bid the Project in June and plan to award the contract in July with construction to start in August 2015. The project will take approximately 1 year to complete.

Main Street Improvements Project – Consultants are still working on the preliminary design of the project.

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

There were no announcements.

PRESENTATIONS:

NEW MIDTOWN WEBSITE

Elizabeth Powell gave a brief presentation regarding the new Midtown website and demonstrated some of the new features of the website. She advised everyone that the development of Phase 2 of the website is underway and that it will include a more robust calendar and should be launched in the summer of 2015.

PROPOSED SERVICE AND IMPROVEMENT PLAN AND ASSESSMENT PLAN (2015-2024)

In lieu of giving a formal presentation, Cynthia Alvarado invited and answered questions regarding the proposed Service and Improvement Plan and Assessment Plan (2015-2024).

NEXT MEETING DATE

Chairman Franks announced that the next Midtown Management District Board meeting will be held on Wednesday, June 3, 2015, at 11:00 a.m. at Midtown Management District Offices, 410 Pierce, 3rd floor conference room, Houston, Texas 77002.

ADJOURN

There being no other business, the meeting was adjourned.



Eileen J. Morris, Board Secretary

Date: June 3, 2015