



midtown
HOUSTON

**MINUTES OF THE MIDTOWN MANAGEMENT DISTRICT
BOARD OF DIRECTORS MEETING**

October 2, 2019

The Board of Directors of the Midtown Management District held a regular meeting, open to the public, on Wednesday, October 2, 2019, at 11:00 a.m. in the in the **3rd 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	Eileen J. Morris
Pos. 2	Gloria Haney	Pos. 11	Debbie Tyler Dillard
Pos. 3	Amar Mohite	Pos. 12	Dana Woodruff
Pos. 4	James Llamas	Pos. 13	Marylene Chan
Pos. 5	Willie H. Coleman	Pos. 14	Christopher Johnston
Pos. 6	Nancy J.W. Darst	Pos. 15	Herbert Baker
Pos. 7	Julie Tilton	Pos. 16	Gary Noble
Pos. 8	Vacant	Pos. 17	Charles Washington
Pos. 9	J. Allen Douglas		

All of the above were present except Directors Morris and Woodruff and Darst thus constituting a quorum.

In addition, present at the meeting were Midtown Staff members Matt Thibodeaux, Kandi Schramm, Cynthia Alvarado, Vernon Williams, Marlon Marshall, David Thomas, Madeline Peña and Mark Leija; Peggy Foreman of Burney & Foreman; Clark Lord of Bracewell LLP; Erica Rocha and Major Jesse Sampson of S.E.A.L. Security Solutions, LLC; Sergeant Haynes of Harris County Constables Precinct 7; and Midtown resident and business owners; Scott Harbers, Terry Puster of Baxter Development, Robert D. Jackson, Jacques Fox of Artisans, and Jeannette Baughman of Christus Health.

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

Chairman Coleman called the meeting to order and welcomed everyone.

RECEIVE PUBLIC COMMENTS

Scott Harbers, a resident of Midtown, asked the Board to consider doing a public art installation on the unused plot of land across from Mixed Emotions Art studio at Fairview and Tuam Streets.

Chairman Coleman assumed the gavel as presiding officer for the meeting.

CONSENT AGENDA

- A. APPROVE MINUTES FOR THE SEPTEMBER 4, 2019 BOARD MEETING**
- B. APPROVE FINANCIAL REPORT FOR THE MONTH OF AUGUST 2019**
- C. APPROVE PAYMENT OF INVOICES FOR SEPTEMBER 2019**

D. APPROVE EQUI-TAX REPORT FOR SEPTEMBER 2019

Ms. Alvarado presented the consent agenda. Director Lefsrud made a motion to approve the consent agenda as presented. The motion was seconded by Director Baker and carried by unanimous vote.

REVIEW, DISCUSS AND TAKE NECESSARY ACTION REGARDING THE AN ORDER SETTING THE RATE OF ASSESSMENT FOR YEAR FIVE OF THE SERVICE AND IMPROVEMENT PLAN AND ASSESSMENT PLAN (2015-2024).

Peggy Foreman presented the Order Setting the Rate of Assessment for Year Five of the Service and Improvement Plan and Assessment Plan. She stated that after reviewing the preliminary budget requests, the Finance and Executive Committees considered and agreed with the staff's recommendation that the rate of assessment remain at \$0.1181 per \$100 of assessed value. Ms. Alvarado reminded the Board that the rate of Assessment for the Midtown Management District has not changed in the past 15-years.

Director Baker made a motion to adopt the Order Setting the Rate of Assessment for Year Five of the Service and Improvement Plan and Assessment Plan as presented. The motion was seconded by Director Washington. Following all discussion, the motion carried by unanimous vote.

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

A. Service & Maintenance – Darcy John Lefsrud, Chair

Director Lefsrud reported that maintenance crews are staining the fence and the stage area at Glover Park. He also stated that a report showing tree trimming activity in the District has been added to the Service and Maintenance page of the Midtown website. Director Lefsrud reported that the committee is finalizing their FY 2020 budget requests which will include an increase in the number of hours for the graffiti abatement team.

B. Cultural Arts and Entertainment Committee – Eileen Morris, Chair

Ms. Cynthia Alvarado reported that the staff received positive feedback from the Texas Commission on the Arts (TCA) on the annual report submitted in June 2019 regarding Cultural Arts and Entertainment activities of the District. She stated that TCA indicated that it had no issues with the management, governance and projects of the Cultural Arts and Entertainment District, however TCA requested additional information to show how the reported attendance numbers were derived. Ms. Alvarado stated that she explained the methodology used to the TCA staff and that the annual report was amended the report to include the additional explanatory information. Ms. Alvarado advised the Board that the committee is finalizing plans for the 2019 Mistletoe Market. She stated that the committee plans to hire additional performing artists as a means of attracting more event attendees, using approximately \$20,000 from the City of Houston's Initiative Grant. Finally, Ms. Alvarado announced that a panel was being convened to review and make award recommendations for the cultural arts Micro grants.

C. Marketing and Economic Development Committee – Debbie Tyler-Dillard, Chair

Director Tyler-Dillard reported that the Midtown Buzz is expected to be finalized and ready for distribution within the next few days. She also announced that the resident event scheduled for the month of October at the Calais has been postponed at the request of the Calais management and will be rescheduled at a later date. Director Tyler-Dillard reported that the committee is looking to purchase certain marketing promotional items such as a prize wheel and phone holders for use in conjunction with various Midtown events.

Ms. Madeline Pena reported on Midtown's various social media platforms. She stated that Midtown's social media audience has grown significantly over the past several months and that the current data shows that there are 13,407 followers on Twitter, 15,558 followers on the Midtown Houston Facebook Page, 2,686 followers on the Midtown Park Facebook Page, 1,384 followers on the Bagby Park Facebook Page, 7,306

followers on Instagram, and 1,125 followers on Pinterest. Ms. Pena stated that the committee and staff will continue efforts to grow Midtown's social media presence.

D. Urban Planning Committee – Allen Douglas, Chair

Director Douglas reported that Director Llamas has identified 13 locations to install a total of 48 bike racks and fix-it stations and is in talks with certain property owners regarding obtaining permission to install the bike racks in the identified locations. Director Douglas also reported that the committee is exploring adding a BCycle station next to Retrospect Coffee on La Branch Street. He further stated that the committee is evaluating the Midtown Farmers Market and will bring recommendations to the Board at a future meeting.

Director Douglas also reported that the committee is working with the MRA on a traffic study to be conducted by Walter P. Moore of certain streets in Midtown to obtain data for use in connection with the City's update of its Major Thoroughfare Plan. Finally, he stated that the committee is finalizing their FY 2020 budget requests.

E. Finance and Budget Committee – Dana Woodruff, Chair

David Thomas reported on the District's finances. He stated that as of September 30, 2019, approximately 99% of the assessments have been collected and that revenues and expenses were within budget for FY 2019.

Mr. Thomas also reminded everyone that the budget process for FY 2020 is underway and stated that a copy of the timeline was included in the Board packet. He reminded each committee chair to submit their respective committee's final budget requests for FY 2020 to the Finance Committee for review by the stated deadline.

F. Community Activity Report – Christopher Johnston, Liaison

i. SUPER NEIGHBORHOOD #62

Director Johnston stated that Super Neighborhood #62 met on September 12, 2019 and held a candidate forum with candidates for City Council At-large Position #2 and District C, and the HISD School Board in attendance. He also stated that the group had a representative from Metro attend the meeting and share information regarding the proposed METRO bonds. Additionally, Director Johnston advised the Board that Super Neighborhood #62 expressed intent to focus on public safety issues and announced that it will create a public safety committee. Finally, he stated that the next meeting will be October 10, 2019 at 6:00 p.m. in the Crime Stoppers Building at 3001 Main Street. Houston, TX 77002.

G. Public Safety – Willie Coleman, Interim Chair

i. SECURITY COORDINATOR'S REPORT

Mark Leija reported on various law enforcement and public safety issues impacting the Midtown Community.

He stated that representatives from the various law enforcement agencies and S.E.A.L Security continue to meet monthly to share information and discuss their respective agency's response to public safety issues in Midtown.

Mr. Leija stated that he continues to meet with Midtown residents and business owners regarding their specific safety concerns including issues resulting from vagrancy, homelessness and those who target them.

Mr. Leija advised the Board that Harris County Precinct 7 deputy constables reported observing several dozen people loitering in the area near 2301 Main Street. He stated that Precinct 7 deputy constables identified these individuals, checked for outstanding warrants and made several arrests of

persons with outstanding warrants on various charges. He further reported that law enforcement continues to monitor the area near the McDonald's at 2017 Main Street due to loitering activity in and around that area.

He stated that the Metropolitan Transit Authority Police Department conducted a 30 day rail safety initiative. He stated that during the week of August 23-30, 2019 there was high police visibility from 5:00 a.m. to 7:00 p.m. on all rail stop platforms.

He reported that S.E.A.L. Security continues to monitor certain areas as they patrol throughout the District.

Mr. Leija reported that according to HPD reports overall crime in Midtown is down 13 percent. He stated that HPD South Central has increased patrols in certain areas and that they are aware of a small encampment underneath Wheeler Street at Highway 59.

He also reported that HPD Central Division continues to clean up around Alabama Street and Richmond Avenue at the 527 Spur.

Mr. Leija reported that Rice Police Department has had an increase in bicycle theft on campus and that the department will conduct anti-theft initiatives.

Finally, Mr. Leija reported on the presentation made regarding the Harris County Diversion Center at the evening Public Safety Committee meeting on September 17, 2019. He stated that attendees included representatives from the Harris County District Attorney's office, Constable Alan Rosen, Constable May Walker's office. He thanked the Midtown residents, business owners and Board members who attended and participated in the meeting.

Finally, Mr. Leija thanked everyone who attended and supported National Night Out and Coffee with Cop events.

H. Nominating Committee – Nancy Darst, Chair

Ms. Cynthia Alvarado reported that the Committee has submitted required information to support the Board's recommendations for appointments and reappointments to fill Board Positions 1-9 to the City of Houston Office of Boards and Commissions.

I. Executive Committee – Willie H. Coleman, Chair

Chair Coleman stated that all matters discussed at the September 2019 Executive Committee meeting were discussed and considered in connection with other agenda items and that there was no additional information to report.

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

Marlon Marshall gave the following report on the status of current Midtown Redevelopment Authority capital improvement projects:

Midtown Park. The final completion inspection was held on September 13, 2019 and the Front 90 Plaza is now open for use by the public. The Front 90 public artwork installation in the fountain is currently scheduled to begin in November 2019. The Midtown staff and design team met with the restaurant broker last week to discuss design of a food hall to be constructed in the Front 90 section of the Park.

Caroline Street Reconstruction. The contractor has completed the waterline laterals installation at Tuam Street and continues to work on storm inlets at Rosalie Street and installation of sanitary sewer between Dennis Street and McGowen Street.

Bagby Park. The contractor has completed installation of stage lighting and concrete pours for the stage deck. The upcoming work includes a storage foundation slab and demolition of existing landscape drainage. The staff is working with the new tenant on some potential modifications to the Kiosk.

City of Houston Major Thoroughfare Plan Update. The Staff is working with the Urban Planning Committee on facilitating the conduct of a traffic study for certain streets in Midtown to get information to support the City's update to its Major Thoroughfare Plan.

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

No announcements

NEXT MEETING DATE


The next Midtown Management District Board of Directors meeting will be held on Wednesday, November 6, 2019 at 6:00 p.m. in the 3rd Floor Conference Room of the Midtown Management District's offices located at 410 Pierce Street Houston, Texas 77002.

ADJOURN

There being no other business, the meeting was adjourned.



Eileen Morris
Board Secretary



Date