



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

December 2, 2020

The Board of Directors of the Midtown Management District held a regular meeting, open to the public, on Wednesday, December 2, 2020, at 11:00 a.m. via video and telephonic conferencing, 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	Vacant	Pos. 16	Vacant
Pos. 8	Vacant	Pos. 17	Charles Washington
Pos. 9	J. Allen Douglas		

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

In addition, present at the meeting were Midtown Staff members Matt Thibodeaux, Kandi Schramm, Vernon Williams, Cynthia Alvarado, Marlon Marshall, David Thomas, Madeline Peña, and Mark Sullivan Pat Hall of Equi-Tax, Inc., Clark Lord of Bracewell LLP, Peggy Foreman of Burney and Foreman, William Fulton, Ryan LeVasseur, Gary Bernard of 2016 Main Owners Association, Erica Rocha of SEAL Security Solutions, Julie Shockley, and Jim Nutter of Harris County.

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

Chair Morris called the meeting to order and welcomed everyone.

RECEIVE PUBLIC COMMENTS

Midtown resident, Gary Bernard of the 2016 Main Owners Association spoke regarding public safety in the neighborhood. He inquired about the recent encampment under the Pierce Elevated

at Milam Street. He stated that 2016 Main residents reported being harassed and asked for more law enforcement for that area.

CONSENT AGENDA

- A. APPROVE MINUTES FOR THE NOVEMBER 4, 2020 BOARD MEETING**
- B. APPROVE FINANCIAL REPORT FOR THE MONTH OF OCTOBER 2020**
- C. APPROVE PAYMENT OF INVOICES FOR NOVEMBER 2020**
- D. APPROVE EQUI-TAX REPORT FOR NOVEMBER 2020**

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

REVIEW, DISCUSS AND TAKE NECESSARY ACTION REGARDING THE ANNUAL REVIEW OF THE DISTRICT'S INVESTMENT POLICY AND LIST QUALIFIED BROKERS/DEALERS

Director Coleman made a motion to approve the District's Investment Policy and List of Qualified Brokers/Dealers subject to one correction, specifically, that "Logic Investment" be changed to "Logic Investment Pool". The motion was seconded by Director Douglas and carried by unanimous vote.

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

A. Service and Maintenance – Darcy John Lefsrud, Chair

Director Lefsrud reported that the Committee had a joint meeting with the Urban Planning Committee. He stated that the Committee requested assistance from MRA for design questions within the District. He reported that the Midtown Parks Conservancy is reviewing a proposal to potentially install an electric charging station at the Midtown Park garage. As part of the ongoing Dark Blocks Project, he reported there is an outstanding request for additional lighting in the area adjacent to Lovett Square, an HOA community on the west side of the District. He indicated that the HOA representatives reported that the area surrounding their community is too dark at night. Director Lefsrud stated that he will go by and check the area and then report back to the Committee. He further reported that the decking on the stage at Glover Park was completed. Lastly, he thanked the staff for all of their hard work on behalf of the Service and Maintenance Committee this year and announced that the Committee would not meet in December.

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

Chair Morris reported that the Committee had a joint meeting with the Marketing Committee. She stated that MidtownHOU Arts Micro Grant projects are in process and that all projects should be completed by the end of December 2020. She also reported that the mini murals are complete and that a press release will be sent out about the projects.

Chair Morris reminded the Board that Mistletoe Market will be a virtual event this year, including chalk art, a public art display in Midtown Park, a holiday window display at Camden McGowen Station and winding up with a holiday edition of Beats and Eats.

She further announced that the staff is already working on Art in the Park 2021, which will also be a virtual event. Finally, Director Morris announced that the Committee would not meet in December.

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

Director Dillard stated that the Committee videos have been delayed and are expected to be completed and released in early 2021. She also stated that the next edition of the Midtown Buzz is slated for a release in February 2021 and that the Committee is reviewing suggestions for articles. Ms. Peña gave a report regarding the Instagram promotional giveaway project and stated that approximately 1,100 people were reached with this successful promotion. She also stated that Midtown continues to host virtual programming that can be found on the Midtown Houston Facebook page. Director Dillard announced that the Committee would not meet in December.

D. Urban Planning Committee – James Llamas, Chair

Director Llamas stated that the Committee had a joint meeting with the Service and Maintenance Committee. He reported that the Committee requested assistance from MRA with design of improvements for the Tuam triangular median area on Fairview and Genese Streets. He asked that anyone with any ideas or suggestions regarding a design for the area, please contact him. MRA representatives met with representatives of the Downtown Management District and their consultants to receive updates on the design and status of the North Houston Highway Improvement Project and potential cap areas over the freeway between Midtown and Museum Park. Director Llamas reported that the Committee also requested assistance from MRA on the design of the sidewalk improvements at Glover Park to allow for the future installation of bike amenities on Austin Street.

He reported that design work for the first phase of the pedestrian safety improvements has been completed and the project is moving forward.

Lastly, he expressed the request to expend funds before the end of the year for bike share stations. This project with a board approved line item in the 2020 would involve refurbishing of the Bicycle Station near the intersection of McGowen Street at Brazos Street. He announced that the next Urban Planning Committee meeting will be held on December 14, 2020 at 3:30 p.m.

E. Finance and Budget Committee – Dana Woodruff, Chair

Mr. Thomas gave the Finance Committee report. He reported that the Board approved FY 2021 budget is in process of being uploaded to the Midtown Houston website. He stated that 99% of assessments for 2019 have been collected and that assessments for 2020 have also begun to be collected. He reminded the Board that due to the Covid-19 pandemic some of the planned projects and events for FY 2020 were not able to be completed resulting in certain funds not being spent for those projects. Mr. Thomas further stated that he is working to ensure that all

invoices for FY 2020 are paid before end of the year. He also announced that the Finance Committee will not meet in December.

F. Community Activity Report – Christopher Johnston, Liaison

i. Super Neighborhood #62

Director Johnston reported that Super Neighborhood #62 held a meeting on November 12, 2020 at 6:30 p.m. He stated that the guest speaker was the District C Houston City Councilmember. He stated that matters discussed included the Brazos Bridge project which is scheduled for completion in February 2021, nightclub noise, public safety and related issues.

Director Johnston also reported that Houston Police Department South Central Division Commander Johnson announced that she is adjusting her scheduling of officers to specifically address issues with nightclubs/bars including violations of the noise ordinance and operational violations of restrictions imposed because of Covid-19. He stated that Commander Johnson and her team reported that several nightclubs/bars within the South Central Division have been inspected and that numerous violations were found to exist which her team is working on with other City departments.

Director Johnston reported that SN #62 meeting attendees discussed the possibility of a “Citizens on Patrol” group being formed in Midtown. He stated that HPD representatives would facilitate an introduction to representatives of other neighborhoods that have an active “Citizens on Patrol” group.

Finally, Director Johnston stated that the next SN #62 meeting would take place on December 10, 2020.

G. Public Safety – J. Allen Douglas, Chair

i. Security Coordinator’s Report

Director Douglas stated that Cynthia Alvarado and Mark Leija had conversations with the regional Loss Prevention Managers of CVS and Walgreens to assist them regarding shoplifting issues in Midtown. He stated that Precinct 7 has had at least 75 visits to the Walgreens store on Smith and McGowen Streets. He also reported that the Committee is working to find a way to report the crime statistics from HPD, Precinct 7 and S.E.A.L. Security Solutions in a different format so that the Committee and the public can better understand when and where criminal activity is occurring in Midtown.

Lastly, Director Douglas announced that the next Committee meeting will be on December 15, 2020 at 11:30 a.m. via telephone and video conferencing and will feature Wayne Young, Executive Director of The Harris Center. Mr. Young will provide an update regarding relocation of The Ed Emmitt Diversion Center, currently located at the northwest corner of Caroline and Dennis Streets.

H. Nomination Committee – Nancy Darst, Chair

Director Darst reported that Ms. Alvarado has forwarded information regarding appointments

and reappointments to the City of Houston for consideration. She stated that Kelly Young is excited to join the Board of Directors but unfortunately could not attend the December 2, 2020 Board meeting due to a scheduling conflict. She stated that Ms. Young plans to attend the next Board meeting on January 6, 2021. Director Darst announced that the Nomination Committee will not meet in December.

I. Executive Committee – Eileen Morris, Chair

Chair Morris stated that all matters discussed at the Executive Committee meeting have been discussed and addressed in the various Committee reports. She announced that there will not be an Executive Committee meeting in December 2020. Chair Morris thanked Director Coleman for his tremendous patience and continued service and commitment to the District. She also thanked the Board, and the Midtown Staff for all of their hard work on behalf of the Midtown community especially in light of the obstacles caused by the Covid-19 pandemic. She encouraged everyone to please take appropriate precautions to stay safe.

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:

Bagby Park.

The Contractor is actively working on substantial completion punch list items and should wrap up those items by the end of December. The kiosk tenant has submitted design plans for its improvements to the City for permitting. There will likely be a short period of time between the time the MRA Contractor completes its work and when the kiosk tenant will begin its construction. MPC will not program any activity in the Park until all construction is completed, however, the staff is working to determine whether any portion of the Park can be safely opened for public access and use.

Caroline Street Reconstruction.

Staff is moving forward, and the contractor does have good momentum on the project. They are doing some of their last storm installation at Pierce Street and Gray Street in December and they will wrap up a lot of that storm infrastructure improvements and focus on the roadway improvements north of McGowen and Pierce Street. They have also started on some of the curb scape street enhancements between Elgin Street and McGowen Street.

Partner Projects.

Baldwin Park in Partnership with the MMD Service and Maintenance Committee.

The Staff and Consultants are working to fine tune the electrical improvements required to support and accommodate some of the future events planned to be held at the Park and to ensure that such improvements are within the allocated budget. The Staff and consultants are

anticipating they will be able to submit designs to the City for approval and permitting in January 2021 with construction to start in the second Quarter of 2021.

STEPS Pilot Project in Partnership with the Urban Planning Committee.

The contract and required documentation are being finalized with the Contractor, Jerdon Enterprises for the Pedestrian Safety Enhancements to be installed at the two pilot locations, specifically the intersections of Brazos and Webster Streets and Elgin and Jackson Streets. Construction is anticipated to begin shortly after the beginning of 2021.

City of Houston Tuam Street Project in Partnership with the Urban Planning Committee.

A draft agreement has been submitted to Harris County Precinct One for review and the Midtown Staff is working with the Harris County Precinct One Staff to finalize the agreement so that it can proceed with asking the City to implement the proposed Midtown improvements as part of the City's water line improvement project.

WITH RESPECT TO THE FOREGOING AGENDA ITEMS, 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.

ANNOUNCEMENTS

Ms. Alvarado introduced Jim Nutter, Director of Projects for Harris County. She stated that Mr. Nutter served as Chair of Harris County's Homeless Task Force, oversaw the conduct of the Homeless Task Force Study, and helped develop a program to house approximately 5,000 unhoused individuals with funds provided under the Cares Act.

RESENTATION FROM JIM NUTTER


Jim Nutter, Director of Projects for Harris County gave a presentation regarding the Homeless Task Force Study. He provided an overview of the collaborative efforts of Harris County, the City of Houston and the Coalition for the Homeless to put together a \$65 Million housing program for unhoused individuals impacted by Covid-19. He described the acquisition and construction rehab of a building which will be a respite, rehab and recovery center for homeless individuals as well as other actions being taken to provide housing for the unhoused.

NEXT MEETING DATE

Chair Morris advised the Board that the next Midtown Management District Board of Directors meeting will be held on Wednesday, January 6, 2021, at 11:00 a.m. via video and telephonic conferencing.

ADJOURN

There being no other business, the meeting was adjourned.

DocuSigned by:

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Marylène Chan, Board Secretary

Date: 1/8/2021 _____