



midtown
HOUSTON

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

April 3, 2019

The Board of Directors of the Midtown Management District held a regular meeting, open to the public, on Wednesday, April 3, 2019, at 11:00 a.m. in the 3rd floor conference room of the Midtown Management District offices, located at 410 Pierce St., Houston, TX 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	Marylène 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	Kristin Pope	Pos. 17	Charles Washington
Pos. 9	J. Allen Douglas		

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

In addition, present at the meeting were Midtown Staff members Madeline Pena, David Thomas, Marlon Marshall, Amaris Salinas, Vernon Williams, Matt Thibodeaux, Mechelle Phillips, and Cynthia Alvarado; Peggy Foreman of Burney & Foreman; Clark Lord of Bracewell LLP; Jesse Sampson and Rasiel Limanta of S.E.A.L. Security Solutions.

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

Chair Coleman called the meeting to order and welcomed everyone.

RECEIVE PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

- A. APPROVE MINUTES FOR THE MARCH 6, 2019 BOARD MEETING;**
- B. APPROVE FINANCIAL REPORT FOR THE MONTH OF FEBRUARY 2019;**
- C. APPROVE PAYMENT OF INVOICES FOR MARCH 2019;**
- D. APPROVE EQUI-TAX REPORT FOR MARCH 2019**

Director Woodruff made a motion to approve the consent agenda. The motion was seconded by Director Darst. Director Morris advised the Board that the Minutes required a correction to show that she and Director Mohite were present at the March 6, 2019 Board meeting, although they arrived late. Director Morris asked

that the motion be amended to approve the Minutes subject to this this correction. Directors Woodruff and Darst accepted the amendment to the motion. The motion carried by unanimous vote.

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

A. Service and Maintenance Committee – Darcy Lefsrud, Chair

Director Lefsrud reported that the Staff was continuing to monitor and respond to issues reported on See Click Fix. He also stated that the Staff and Committee are working to move forward with tree trimming in various parts of the District. Director Lefsrud further reported that the maintenance team was working to prepare Baldwin Park for Art in the Park and the Midtown Farmers Market on April 6, 2019. Finally, Director Lefsrud reported that the Committee has determined that the request for a semi-permanent commode at Baldwin Park was not approved due to the high cost.

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

Director Morris reminded everyone that Art in the Park 2019 will be held on Saturday, April 6, 2019 in Elizabeth Baldwin Park. She stated that there will be dozens of artists, live performances, food trucks, and other activities. Director Morris stated that the Committee is also working on planning for its Mother’s Day and Children’s Day Markets to be held in May and June, respectively. Finally, Director Morris announced that the District received a letter advising that Midtown was awarded a \$140,000 cultural arts grant to be used to help promote cultural arts in Midtown. She congratulated Cynthia Alvarado and the Midtown Staff for their work in securing this grant.

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

Director Tyler-Dillard reported that the Committee was pleased with the successful rollout of the influencer program. She reported that influencer Erin Creeks a.k.a. Ms. Independent was the first guest blogger and that the statistics showed great engagement for the Valentine’s Day Market & Blog Post. Madeline Pena presented stats showing the increased engagement on all of Midtown’s social media platforms. Director Tyler-Dillard stated that the Committee will be advertising in the May 2019 issue of Outsmart Magazine in an effort to promote the Midtown Community to an even wider audience.

Director Tyler-Dillard reported that the Committee’s first resident event was held at Camden McGowen Station apartments on May 19, 2019 and was a big success with approximately 78 people attending. She stated that the event offered a good opportunity to educate residents about the work of the District in the Midtown Community and thanked Madeline Pena and the Midtown Staff for their work on this event. Finally, Director Tyler-Dillard announced that the next Marketing Committee meeting is scheduled for April 17, 2019 at 4:00 p.m. and invited all to attend.

D. Urban Planning Committee – Allen Douglas, Chair

Director Douglas shared that the Committee is working on identifying locations throughout the District for installation of new bike stations and bicycle fix-it stations. He stated that the Committee will work to get community input regarding where these stations should be located during upcoming events, including Sunday Streets on April 28, 2019. Director Douglas also reported on the Midtown Farmers Market and the continued efforts to secure more consistent produce vendors.

Director Douglas introduced Peter Eccles with the City of Houston Planning Department who gave a brief presentation on the plans for the Gray Street Bikeway Project. Mr. Eccles described the project and reported that 100 percent of the project design drawings are expected to be completed in mid-April and that construction is currently scheduled to start in May 2019 and last for approximately 6-8 weeks.

Finally, Director Douglas stated that the Committee is drafting letters of support for the City's efforts to establish an Entertainment Zone in Midtown and for its Walkable Places and Market Based Parking initiatives. He advised the Board that these letters of support would be presented at the Executive Committee meeting and at a future Board meeting.

E. Finance and Budget Committee – Dana Woodruff

Director Woodruff reported that collection of assessment revenues for FY 2019 is occurring faster than anticipated and that so far expenditures are within budget. She also reported that the Staff has been working diligently to provide the requested information to the auditors. David Thomas advised the Board that the auditors had recently completed their on-site review of the District's records and were beginning work on drafting the audit report.

F. Nominations Committee – Nancy Darst, Chair

Director Darst shared that the Committee has received three (3) resumes for the soon to be vacant board position. She stated that the Committee will extend the application deadline and continue to advertise on social media and through word of mouth for more candidates to fill the board position.

G. Public Safety Committee – Willie Coleman, Interim Chair

i. REPORT FROM SECURITY COORDINATOR, MARK LEIJA

Mark Leija reported on public safety activities in Midtown. He reported that he has worked with Law Enforcement Officers and the S.E.A.L. Security Team to address issues related to criminal activity, homelessness, loitering and the impact on Midtown residents and businesses. Mr. Leija reported that he worked with Leonard Kincaid to arrange an on-site training opportunity between the PIT team, Precinct 7 deputies and S.E.A.L. Security officers. He reported that the training session went well and that a similar training session is being scheduled with Houston Police Department officers who work in Midtown. He also reported on law enforcement's "March on Crime" initiative, which included increased patrols in certain areas of Midtown and random inspections of convenience stores in Midtown for compliance with state law and local laws.

Mr. Leija reported on outreach to certain Midtown businesses and efforts to educate individuals in the community about City ordinances relating to charitable feeding in Midtown. Finally, he also reported that Cynthia Alvarado will be serving as a panelist at the Impactful Giving Forum on April 10, 2019 to help educate the public on best practices for giving to help Houston's homeless population.

Executive Committee – Willie H. Coleman, Chair

Chairman Coleman stated that all matters discussed at the March 2019 Executive Committee meeting had been discussed in connection with other agenda items. He recognized Chris Johnston and his work as liaison to various community organizations and encouraged other Board members to attend and actively participate in other Midtown organizations and events. Chairman Coleman announced that the Board Workshop was being rescheduled and thanked Board members and Staff for their efforts to continue to improve the Midtown Community.

REPORT ON PARKS PROGRAMMING OF MIDTOWN PARKS CONSERVANCY (MPC)

Mechelle Phillips gave an overview of monthly programming at Midtown Park. She also reported on upcoming special events, including "Lounge on the Lawn" that is scheduled for April 27, 2019 from 12:00 noon to 8:00 p.m. at Midtown Park. She stated that "Lounge on the Lawn" is planned as a family friendly event with music, food trucks, games, yoga, face painting, yappy hour, a movie and other fun activities.

Amaris Salinas reported on programming at Bagby and Baldwin Parks. She stated that upcoming weekend activities at Bagby Park included Movie Night and Chalk on the Block. She reported on new activities such as the "Teach Me Tuesdays" series, featuring line dancing and craft beer making, and the Literary series"

introducing public reading in Bagby Park, book giveaways and access to the City's mobile library. Ms. Salinas stated that she is currently working to bring a Cinco de Mayo event to Bagby Park on May 4, 2019. She also encouraged everyone to attend Art in the Park and the Midtown Farmers Market in Baldwin Park on Saturday, April 6, 2019.

Vernon Williams reported that a new potential tenant has been identified for the restaurant kiosk in Bagby Park and that a Letter of Intent is currently being negotiated.

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 Park Contractor is continuing to work on pavers, lighting and landscape installation in the Front 90 Plaza area. He also stated that work continues on McGowen Street streetscape, the sanitary sewer installation and the service drive area.

Caroline Street: The Contractor continues the waterline installation on the east side of Caroline between Dennis and McGowen Streets as well as the storm sewer installation on Tuam Street between Caroline and Austin Streets. After completion of storm sewer work on Tuam Street, the Contractor will begin working on Anita Street.

Director Mohite asked that the Authority and its contractors investigate best practices being used in other areas of the country to minimize the impact of closed sidewalks on businesses, pedestrians and bike riders during periods of construction.

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).

The Board did not convene in executive session.

ANNOUNCEMENTS


None

NEXT MEETING DATE

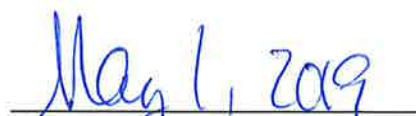
The next Midtown Management District Board of Directors meeting will be held on Wednesday, May 1, 2019 at 6:00 p.m. in the Community Room at Central Bank, 2217 Milam Street, Houston, Texas 77002.

ADJOURN

There being no other business, the meeting was adjourned.



Eileen Morris
Board Secretary



Date