



midtown
HOUSTON

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

May 1, 2019

The Board of Directors of the Midtown Management District held a regular meeting, open to the public, on Wednesday, May 1, 2019, at 6:00 p.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	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, Darst, Pope, and Washington, thus constituting a quorum.

In addition, present at the meeting were Midtown Staff members Mark Leija, Madeline Peña, David Thomas, Kandi Schramm, Mark Sullivan, Vernon Williams, Marlon Marshall and Cynthia Alvarado; Peggy Foreman of Burney & Foreman; Jesse Sampson, Rasiel Limanta and Erica Rocha of S.E.A.L. Security Solutions, Deputy Clopton of Harris County Precinct 7, Marie Hoke from Central Houston and Midtown residents, Kay Walton and Caitlin Hoffman.

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

Midtown resident and international artist Sebastien Boileau advised the Board of plans to celebrate the upcoming 5-Year Anniversary of the Préservons la Création Mural in Midtown on May 31, 2019. He stated that the family-friendly event will be held at the mural site and will include a children's art component and onsite painting. Mr. Boileau also stated that the event is expected to be very well attended and will generate a significant amount of publicity and expressed his hopes that the District would be one of the event sponsors.

CONSENT AGENDA

- A. APPROVE MINUTES FOR THE APRIL 3, 2019 BOARD MEETING;**
- B. APPROVE FINANCIAL REPORT FOR THE MONTH OF MARCH 2019;**

C. APPROVE PAYMENT OF INVOICES FOR APRIL 2019;

D. APPROVE EQUI-TAX REPORT FOR APRIL 2019

Cynthia Alvarado presented the consent agenda. Director Noble made a motion to approve the consent agenda as presented. The motion was seconded by Director Morris and carried by unanimous vote.

REVIEW, DISCUSS AND TAKE NECESSARY ACTION REGARDING TH4E INVESTMENT REPORT FOR THE PERIOD ENDING MARCH 31, 2019

David Thomas directed the Board's attention to the written investment report from Investment Officer, Matt Thibodeaux, contained in the Board Information Packet. Mr. Thomas stated that according to the Investment Officer's Report, the average interest rate on all accounts for the 1st Quarter of FY 2019 was 0.8000% and the amount of interest earned was \$12,405.09. Director Woodruff made a motion to approve the Investment Report for the period ending March 31, 2019. The motion was seconded by Director Baker 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 Committee – Darcy Lefsrud, Chair

Director Lefsrud reported that tree trimming would begin in the District within the next few weeks. He further stated that the consultants are still working to determine whether current infrastructure at Glover Park will allow for installation of a water fountain in the dog park area. Director Lefsrud reported that the Field Services Team continues to work to maintain the public right-of-ways throughout the District.

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

i. ANNUAL RENEWAL OF ZAPPLICATION ARTIST ONLINE APPLICATION PROCESS

Director Morris advised the Board that it was time for the annual renewal of Zapplication® which is an online application process used by artists applying to participate in Midtown events. Cynthia Alvarado reported that the cost for Zapplication was the same as the prior year. Director Lefsrud made a motion to renew the agreement for Zapplication®. The motion was seconded by Director Mohite and carried by unanimous vote.

ii. PRÉSERVONS LA CRÉATION THE MURAL 5 YEAR ANNIVERSARY EVENT

Director Morris reminded the Board that the District was one of the sponsors for the original Préservons la Création Mural project in 2014. She stated that the prevailing thought at that time was that the mural would be installed as a temporary public artwork with a lifespan of approximately 18-months. She stated that fortunately the mural has remained in place for the past 5-years and has proven to be a valued public art asset for Midtown. Director Morris stated that the Cultural Arts and Entertainment Committee and the Marketing and Economic Development Committee were jointly recommending that the District participate as a co-sponsor of an event celebrating the 5-Year Anniversary of the Préservons la Création Mural and that the cost to the District for sponsorship of the event would be a total of \$10,000 with each of the two committees sharing that cost equally. Director Woodruff made a motion to approve the District's co-sponsorship of the event celebrating the 5-Year Anniversary of the Préservons la Création Mural at cost of \$10,000.00, to be shared equally by the Cultural Arts and Entertainment Committee and the Marketing and Economic Development Committee. The motion was seconded by Director Baker. Following all discussion, the motion carried by unanimous vote.

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

Director Tyler-Dillard thanked the Board for approving participation as a co-sponsor for the celebration of the 5-Year Anniversary of the Préservons la Création Mural. She stated that the District should receive a lot of publicity from the event and will promote the event through its social media platforms and possibly through the use of influencers. Ms. Dillard reported that the Cigna Sunday Streets was a big success and garnered a lot of publicity for Midtown. She also reported that articles are currently being written for the Midtown Buzz and that the next issue is expected to be published in June 2019. She further stated that the District will hire the services of two influencers for Asian Pacific Heritage month and feature them as guest bloggers on the Midtown website. Finally, Director Dillard reported that the Committee is working to schedule a resident event at Rise Lofts on May 14, 2019 from 6:00 p.m. to 9:00 p.m. to share information about the Midtown Community and to encourage residents to get involved in the various Midtown sponsored activities.

D. Urban Planning Committee – Allen Douglas, Chair

Director Mohite reported that the Committee is in the process of identifying locations for the bike fix-it stations and bike stands which will be placed throughout the Midtown Community. He also announced that two new produce vendors will be participating in the Midtown Farmers Market beginning in May.

i. PRESENTATION REGARDING THE WHEELER STREET CAP PARK

Director Douglas introduced Marie Hoke with Central Houston to make a brief presentation regarding the preliminary conceptual designs for potential installation of Cap Parks on Wheeler, Almeda and Fannin Streets in Midtown.

ii. LETTER OF SUPPORT FOR THE MARKET BASED PARKING PROJECT AND THE WALKABLE PLACES PILOT PROJECT

Director Mohite presented the Committee's draft of a Letter of Support for the City of Houston's Market Based Parking and Walkable Places Projects. Director Noble made a motion to approve the Letter of Support as presented. The motion was seconded by Director Tilton. Following all discussion, the motion carried by unanimous vote.

iii. LETTER OF SUPPORT FOR THE CITY OF HOUSTON'S CREATION OF THE MIDTOWN ENTERTAINMENT ZONE

Director Mohite reminded the Board that City representatives made a presentation at the March 2019 Board meeting regarding creation of an Entertainment Zone in Midtown. He presented the Committee's draft Letter of Support. Director Noble made a motion to approve the Letter of Support for creation of an Entertainment Zone in Midtown as presented. The motion was seconded by Director Llamas. Following all discussion, the motion carried by unanimous vote.

E. Finance and Budget Committee – Dana Woodruff, Chair

Director Woodruff reported that collection of assessment revenues for FY 2019 is on track with approximately 96% of assessments collected and that expenditures are within budget.

She also reported that the District has received a preliminary draft of the Audit. David Thomas stated that the Staff is reviewing the preliminary draft and that the Auditors expect to present the final draft of the Audit at the June 2019 Board meeting.

F. Community Activity Report – Christopher Johnston, Liaison

i. SUPER NEIGHORHOOD #62

Director Johnston reported that ongoing capital improvement projects were the topic of discussion at the April 2019 meeting of Super Neighborhood #62. He reported that there were mixed feelings among the meeting attendees regarding the Austin Street Bikeway Path and the Walkable Places Initiative. He thanked the other Board members who attended the meeting. Director Johnston also stated that the next meeting of Super Neighborhood #62 is scheduled for May 16, 2019 at 6:30 p.m.

G. Public Safety – Willie Coleman, Interim Chair

i. REPORT FROM SECURITY COORDINATOR, MARK LEIJA

Mr. Leija reported on activities related to public safety in Midtown. He reported that Precinct 7 was increasing visibility in the area surrounding Central Bank and the Texaco service station. He stated that all of the law enforcement agencies are continuing to provide a strong presence around the Greyhound Bus Station and Pacesetters. Mr. Leija reported that the Metropolitan Transit Authority Police Department has increased their visibility on Main Street along the MetroRail line. S.E.A.L Security reported that they have increased patrolling in the area near Chenevert and Hamilton Streets due to an increased presence of vagrancy in the area.

Mr. Leija reported that Midtown continues to work cooperatively with the City and the Downtown Management District on cleanups of encampments under the Pierce Elevated at Hamilton Street and that a recent cleanup resulted in removal of approximately 500 pounds of trash. HPD Central Division reported that trash is still being collected on Spur 527 on Alabama Street.

Finally, Mr. Leija announced that the City of Houston Sobering Center, which runs the PIT Team, recently acquired a new van to transport individuals in need of assistance. He also announced that the City's Sobering Center received some additional grant funding which will allow it to expand the hours of operation for the PIT Team in Midtown.

H. Nominations Committee – Nancy Darst, Chair

Ms. Alvarado reported that five resumes were received to fill the upcoming Board vacancy. She stated that the Staff will perform a preliminary review to ensure that the potential candidates meet the minimum legal requirements to serve on the Board. She stated that she is working with the Committee to schedule in person interviews and will follow the established procedures to review candidates and make recommendations for appointment to the Board of Directors.

i. Executive Committee – Willie H. Coleman, Chair

Chair Coleman stated that all matters discussed at the April 2019 Executive Committee meeting had been discussed and considered in connection with other agenda items.

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

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

Midtown Park. The contractor continues work on pavers, lighting and landscape installation in the Front 90 Plaza area. Work continues on the McGowen Street streetscape, the Front 90 sanitary sewer, and the service drive area. Work on the Main Street streetscape has started.

Caroline Street Reconstruction. The contractor is nearing completion of the initial segment of waterline installation on the east side of Caroline Street between Elgin and McGowen Streets as well as the storm sewer installation on Anita Street between Caroline and Austin Streets. The storm sewer installation will move to McIlhenny Street after completion of work on Anita Street. The installation of sanitary sewer lines has started near the intersection of Caroline and Tuam Streets.

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, June 5, 2019 at 11:00 a.m. in the 3rd floor conference room of the Midtown Houston offices, 410 Pierce Street, Houston, Texas 77002.

ADJOURN

There being no other business, the meeting was adjourned.



Marylène Chan
Board Assistant Secretary

6/5/19

Date