



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

May 2, 2018

The Board of Directors of the Midtown Management District held a regular meeting, open to the public, on Wednesday, May 2, 2018, at 6:00 p.m. in the Community Room of Central Bank, located at 2217 Milam Street, 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	Vacant	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 Mohite, Washington, and Noble, thus constituting a quorum.

In addition, present at the meeting were Midtown Staff members Mark Leija, Michelle Ashton, David Thomas, Kandi Schramm, Mark Sullivan, Vernon Williams, Matt Thibodeaux, Mechelle Phillips, and Cynthia Alvarado; Peggy Foreman of Burney & Foreman; Jesse Sampson, K Alshukyi and Rasiel Limanta of S.E.A.L. Security Solutions, Deputy Clopton of Harris County Precinct 7, Sgt. Chad Wall and Lt. McGee of the Houston Police Department and Midtown residents Scott Harbers and Dan Barnum.

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

Scott Harbers spoke about creation of the recently announced Innovation Center. He stated he was excited about the opportunities and that Midtown presents an ideal environment for Rice's development of an Innovation Center at the former Sears building.

CONSENT AGENDA

- A. APPROVE MINUTES FOR THE APRIL 4, 2018 BOARD MEETING;**
- B. APPROVE FINANCIAL REPORT FOR THE MONTH OF MARCH 2018;**
- C. APPROVE PAYMENT OF INVOICES FOR APRIL 2018;**
- D. APPROVE EQUI-TAX REPORT FOR APRIL 2018**

Director Lefsrud made a motion to approve the consent agenda. The motion was seconded by Director Morris 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 improvements and repairs will be complete at Elizabeth Glover Park next week and that the Contractor was arranging for the final City inspection. He also stated that the Tree Trimming project is almost complete.

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

Director Morris reported that Art in the Park 2018 was held on Saturday, April 7, 2018 in Elizabeth Baldwin Park. She stated that despite the bad weather, many people still attended the event and had a good time. Director Morris stated that the Committee is also working on planning for the Mother's Day Market scheduled for Saturday, May 12, 2018 from 12:00 p.m. to 6:00 p.m., and the Father's Day Market scheduled for Sunday, June 10, 2018. She also reported that work on the Cultural Arts Grants Project is almost complete.

Mechelle Phillips shared that the "Lounge on the Lawn" event in Midtown Park on Saturday, April 28, 2018 was successful. She stated that there was a full day of interactive activities, performances, food trucks, a silent party and presentation of the Midtown Awards. Director Llamas commented that it was exciting to see many of the Midtown based arts organizations participating in the event. Several Directors commented on the event and complimented the staff for their work on the event. Director Woodruff expressed concern that the dog park might not be comfortable for dogs in warmer months because of a lack of trees or other source of shade. Ms. Phillips stated that the MPC Staff work on making changes to address certain issues in order to make the Midtown Park more user friendly.

Director Morris invited everyone to attend the next committee meeting, which will be a joint meeting with the Marketing and Economic Development Committee on Tuesday, May 15, 2018 at 3:30 p.m. in the Midtown offices.

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

Director Tyler-Dillard reported that the Committee presented the Midtown Awards at "Lounge on the Lawn" and that most recipients were present and excited to be recognized by the District. She also stated that an agreement was reached with a new vendor and that work on the Android version of the app will begin shortly and is expected to be complete by the end of May.

D. Urban Planning Committee – Allen Douglas, Chair

Director Douglas reported that the ride with BikeHouston on Sunday, April 22nd at 11:00 a.m. was well attended with more than 80 riders participating. He also reported that representatives from Titan Homes attended the April committee meeting seeking support for its variance request for 3400 Holman St., which the Committee declined to support. He further reported that LimeBike also attended the April Committee meeting and presented their plans to bring dockless bikes and scooters to Midtown.

i. CONTRACT FOR A MIDTOWN FARMERS MARKET COORDINATOR

Peggy Foreman made a presentation regarding the proposed agreement with Adrian de la Cerda to coordinate and manage the new Midtown Farmers Market to be held at Elizabeth Baldwin Park. She

stated that, subject to Board approval, the contract Mr. Cerda will start on May 14, 2018 and that the first market is targeted for July 7, 2018, 10:00 a.m. until 2:00 p.m.

Director Douglas made a motion to approve the agreement with Adrian de la Cerda to coordinate and manage the new Midtown Farmers Market. The motion was seconded by Director Darst and passed by unanimous vote.

ii. COMMUNICATIONS WITH STAKEHOLDERS

Director Douglas reported that he would like to start an ad hoc subcommittee to discuss communications and outreach to Midtown stakeholders. He stated he would like the first meeting to take place this month. He requested that the Staff summarize the current methods used by the District communicates with Midtown property owners and other stakeholders.

E. Finance and Budget Committee – Marylene Chan

Director Woodruff reported that collection of assessment revenues for FY 2018 is on track with approximately 96% of assessments collected. She also reported that expenditures are within budget.

i. UPDATE ON FY 2017 DISTRICT AUDIT

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 will present the final draft of the Audit at the June Board meeting.

F. Nominations Committee – Nancy Darst, Chair

Director Darst shared that the Committee interviewed four candidates to fill the two vacant positions on the Board and that it will follow the usual procedure to finalize its recommendation of two candidates for appointment to the Board of Directors.

i. ELECTION OF BOARD OFFICERS

Director Darst shared that the Committee met and reviewed the nominations. She reminded everyone of the process used and announced that the Committee nominations are:

Chair	Willie H. Coleman
Vice Chair	J. Allen Douglas
Treasurer	Dana Woodruff
Secretary	Eileen J. Morris
Assistant Secretary	Marylene Chan

Director Darst asked if there were any additional nominations for each of the officer positions. There were no additional nominations. Director Baker made a motion to accept the nominations of the Nominations Committee as presented for Board officers. The motion was seconded by Director Dillard and passed by unanimous vote.

Ms. Foreman reminded everyone that the Board Officers serve two year terms and that the terms of the newly elected Officers will begin on June 1, 2018.

Public Safety Committee – Willie Coleman, Interim Chair

Chair Coleman expressed the District's deep appreciation former Board member Ben Robles. He stated that Ben accepted the critical role of Chair of the Public Safety Committee and performed

admirably in that role and will be truly missed. He further announced that he is looking to appoint a new Public Safety Committee Chair and invited interested Board members to contact him regarding service as Chair of the Public Safety Committee.

i. REPORT FROM SECURITY COORDINATOR, MARK LEIJA

Mark Leija expressed condolences to Precinct 7 Constables for the recent loss of Chief Goree Anderson. He reported that he and Ms. Alvarado met with Post Properties to discuss certain safety and security concerns. Mr. Leija also shared that car break-ins have increased City-wide according to law enforcement. Mr. Leija reported that officers from the Precinct 7 Constable's office, HPD and S.E.A.L. Security Solutions, LLC continue to focus on various hotspots in Midtown, especially the I-69 homeless encampment and the area in and around McDonald's. Matt Thibodeaux shared that currently Midtown is supporting the City in a standing Wednesday clean-up of the I-69 homeless encampment site. Vernon Williams stated that currently this weekly clean-up project has no definite end date. Director Douglas asked about next steps regarding the homeless encampment. Officer McGee shared that Mayor Turner has mentioned he has a new plan to address the issue.

Executive Committee – Willie H. Coleman, Chair

Director Coleman stated that each of the Committees have been very busy and thanked everyone for their hard work on behalf of Midtown.

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

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

Midtown Park: The Park Contractors are continuing to work on the Travis Street streetscape improvements and on the utility connections for the Front 90 Plaza area.

Main St.: The Contractors are continuing to work on back of curb improvements south of Truxillo Street. Testing of the decorative lighting has been ongoing and the Contractor has ordered replacement parts for the defected one discovered during testing.

Caroline St.: There are still ongoing issues with coordination between the City and TxDOT. The City has approved waterline revisions for the Project and is currently reviewing the Traffic Control Plan and utility conflicts. Subject to obtaining certain City approvals, the Staff anticipates that construction will begin in the next several weeks.

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


Cynthia Alvarado encouraged everyone to share information regarding the Mother's Day Market on Facebook and other social media platforms.

NEXT MEETING DATE

The next Midtown Management District Board of Directors meeting will be held on Wednesday, June 6, 2018 at 11:00 a.m. in the third floor conference room at Midtown Houston offices, 410 Pierce Street, Houston, Texas 77002.

ADJOURN

There being no other business, the meeting was adjourned.



Eileen Morris
Board Secretary



Date