



midtown
HOUSTON

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

May 3, 2017

The Board of Directors of the Midtown Management District held a meeting, open to the public, on Wednesday, May 3, 2017, at 6:00 p.m. in the meeting room of Central Bank, located at 2217 Milam 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:

Darcy John Lefsrud	Eileen J. Morris
Amar Mohite	Debbie Tyler Dillard
James Llamas	Dana Woodruff
Willie Coleman	Marylene Chan
Nancy J.W. Darst	William R. Franks
Diane Cervenka	Jesus Davila
Ben Robles	Gary Noble
Allen Douglas	Charles Washington
Jason West	

All of the above were present, except for Directors Mohite and Woodruff, thus constituting a quorum.

In addition, present at the meeting were Midtown Staff members Cynthia Alvarado, Kandi Schramm, Marlon Marshall, Amaris Salinas, Michelle Ashton, and David Thomas; Peggy Foreman of Burney & Foreman; Mechelle Phillips of One World Strategy Group, LLC.; Marcus Martinez and Tami Merrick of Page Architects; Sherry Weesner of Scenic Houston; Lucas Sardidge of Caydon; De Juana Williams of HCC; Andre Wagner of Councilmember Dwight Boykins’s office; Eoles Whitaker II of Representative Coleman’s office; Jill Nguyen of Central Bank; Sgt. Odell Haynes and Deputy Clopton of Precinct 7; S.E.A.L. Security Solutions, LLC officers Paul Reese and Jesse Sampson; along with Midtown Residents and visitors Ed Pettitt, Jim Honey, and Richard Gamez.

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

Chairman Franks called the meeting to order and welcomed everyone.

RECEIVE PUBLIC COMMENTS

Edward Pettitt, a resident of Third Ward, inquired about future plans for affordable housing and methods for engaging the community in the process. Chairman Franks responded that the Midtown Redevelopment Authority (MRA) has responsibility for affordable housing and is a separate organization. He encouraged Mr. Pettitt to attend their next meeting on Thursday, June 1, 2017 at 12:30 p.m. Kandi Schramm responded that he was welcome to attend the MRA Board Meeting and reminded everyone that all MRA meeting times are posted on the website.

Amaris Salinas of Midtown Parks Conservancy gave an overview of monthly Bagby Park events, including Wine Down and Yappy Hour and Midtown in Motion fitness series. She also announced the launch of Second

Sundays in Baldwin Park and Yappy Hour in Glover Park. Finally, she encouraged all to attend the upcoming Mother's Day Market on May 12, 2017 and the Father's Day Market to be held on June 9, 2017.

CONSENT AGENDA

- A. APPROVE MINUTES FOR THE FEBRUARY 1, 2017 BOARD MEETING**
- B. APPROVE MINUTES FOR THE MARCH 1, 2017 BOARD MEETING**
- C. APPROVE FINANCIAL REPORT FOR THE MONTH OF FEBRUARY 2017**
- D. APPROVE PAYMENT OF INVOICES FOR MARCH 2017**
- E. APPROVE EQUI-TAX REPORT FOR MARCH 2017**

Director Coleman made a motion to approve the Consent Agenda. The motion was seconded by Director Lefsrud and carried by unanimous vote.

REVIEW, DISCUSS AND TAKE NECESSARY ACTION REGARDING THE DISTRICT'S QUARTERLY INVESTMENT REPORT FOR THE PERIOD ENDING MARCH 31, 2017

Cynthia Alvarado reported that Midtown Management District's funds are invested in accordance with Public Funds Investment Act and the District's Investment Policy. She stated that the quarterly interest rate was .2617%, resulting in \$3,864.38 investment earned for the period ending March 31, 2017.

Chairman Noble made a motion to approve the investment report for the period ending March 31, 2017. The motion was seconded by Director Coleman and carried by unanimous vote.

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

A. Public Safety Committee – Ben Robles, Chair

Director Robles introduced a summary report which compiled the data presented in the first three (3) months of incident reports provided by S.E.A.L. Security Solutions, LLC. Director Robles stated that approximately 90% of incidents reported by S.E.A.L. Security Solutions, LLC were quality of life issues, such as loitering, panhandling, soliciting, and trespassing. He was able to identify the day of the week, locations and the time period during which most of the incidents occurred. Director Robles presented several recommendations, including a dialogue with certain business and property owners where loitering occurs and asking S.E.A.L Security Solutions, LLC to have individual meeting with business and property owners to discuss ways to improve public safety in Midtown. Finally, he gave a brief report on the City of Houston's anti-panhandling campaign Director Davila asked if the Board can have S.E.A.L Security Solutions, LLC focus on the first three types of reported incidents since these accounted for 80% of all incidents. Director Davila encouraged the Public safety Committee and safety professionals to look at ecological and design factors that could impact safety. Director Noble asked the committee to consider what draws panhandlers to the Midtown area and consider addressing those factors. Finally, Director Douglas asked if the results could be skewed since S.E.A.L Security Solutions, LLC officers do not patrol under Interstate 69. Peggy Foreman responded that they in fact do patrol in the general area, but that they are limited in what they can do since the property under I-69 is owned by TxDOT.

Director Robles noted that the April 14, 2017 Coffee with a Cop event had a great turnout. He again thanked Central Bank for providing lunch for the event.

Cynthia Alvarado shared additional information about the Way Home app which provides a mechanism for citizens to give to help the homeless without giving directly to panhandlers.

Director Robles announced that the next meeting is scheduled for Tuesday, May 16, 2017 at 11:30 a.m.

i. AGREEMENT FOR SECURITY COORDINATOR SERVICES

Director Robles reported that three candidates have been interviewed for the Security Coordinator position, and he wants to move ahead with negotiating an agreement within the budgeted amount with the most experienced candidate, who has worked with HPD in various capacities. He explained that the hiring has been expedited because the Chair and Executive Committee would like to see the position be filled quickly in anticipation of the roll-out of the Citywide Homeless Outreach Initiative and the City's enforcement of certain recently enacted Ordinances, which will involve activity under Interstate 69. He stated that the new Security Coordinator will be responsible for coordinating all public safety efforts in Midtown, including working with all law enforcement agencies.

Director Coleman made a motion to authorize the Chair and Executive Director to move forward with negotiating and executing an agreement for a Security Coordinator within the budget for such services. The motion was seconded by Director Morris. Following all discussion, the motion carried by unanimous vote.

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

Director Tyler-Dillard reported that the summer/fall issue of the newspaper will be available in July. She also shared that work is progressing on the Midtown Awards, which should be rolling out in the next few months. Director Tyler-Dillard stated that the Committee continues to take advantage of affordable advertising opportunities to promote Midtown. Finally, she announced that the Committee will hold joint quarterly meetings with the Cultural Arts and Entertainment Committee and that the next Committee meeting is scheduled for Wednesday, May 17, 2017 at 4:00 p.m.

C. Service and Maintenance Committee – Darcy Lefsrud, Chair

Director Lefsrud reported that Phase I of the sidewalk project has been successfully completed and that the Committee is moving forward with identifying locations for Phase II. He announced that the Glover Dog Park design for decomposed granite has been approved by the City, but that Midtown is adding a few design tweaks, such as benches and trees, and that project construction is expected to begin in the next 30–45 days. Director Lefsrud reported that the Committee has been looking at increasing the number of hours per month that the Graffiti Abatement Team works in Midtown to eliminate graffiti and would bring a recommendation to the Board at a future Board meeting. Finally, he reported that the Committee is still working on ways to acquire more trees and to pay for maintenance of additional trees. Director Lefsrud announced that the next Committee meeting is scheduled for Monday, May 15, 2017 at 3:30 p.m., and that a joint meeting with the Urban Planning Committee is being planned for June 2017.

D. Urban Planning Committee – J. Allen Douglas, Chair

Director Douglas reported that the BikeHouston-led ride was a success with approximately 50 people participating. He stated that the Committee is currently exploring future rides with BikeHouston. He also reported that unfortunately the April 2017 meeting with representatives of Plan Downtown was not well attended and constituted a missed opportunity to offer input. He stated that the Committee will explore ways to incentivize attendance to ensure this is not duplicated during the community meetings with Design Workshop to discuss the Midtown Strategic Plan. Director Douglas reported that Director Darst and Thomas Wang are still working on developing a business plan for a farmers market, potentially in partnership with Urban Harvest and Midtown Parks Conservancy. Director Douglas announced that TXDOT will hold an open forum at HCC about proposed changes to interstates in Houston on May 11, 2017 at 5:30 p.m., and encouraged all to attend since Midtown is

bounded on three sides by interstates. Finally, he invited all to the next Committee meeting on Thursday, May 17, 2017 at 4:00 p.m.

E. Cultural Arts and Entertainment – Eileen Morris, Chair

i. MIDTOWN MARKETS

Director Morris shared that the Mother’s Day Market and Father’s Day Market will occur in Bagby Park on Friday, May 12, 2017 and June 9, 2017, respectively from 11:00 a.m. – 7:00 p.m. She stated that both events will feature unique, affordable gifts and asked everyone to attend and help promote the events on social media.

ii. I-69 BRIDGE ARTWORK MAINTENANCE

Ms. Alvarado advised the Board that she participated in the Houston First Corridor Beautification Project last year, which included the artwork currently being installed on bridges over I-69. She introduced Sherry Weesner of Scenic Houston, who gave a brief presentation about the artwork being installed on eight (8) bridges on I-69, four (4) of which are in Midtown. Ms. Weesner stated that Houston First is asking Midtown Management District to help maintain the artwork on four (4) of the bridges for their expected lifespan, which is around five (5) to seven (7) years, by agreeing to reimburse Houston First for one-half (1/2) of the maintenance cost up to \$8,000 per year. Director Washington asked what happens to the art at the end of its useful life and Ms. Weesner responded that what happens would depend on the condition of the materials at that time, but that reinstallation in the community might be an option if it is still in good shape. Director Douglas expressed appreciation for the project. In response to questions from Director Chan, Ms. Alvarado stated that the current year’s maintenance obligation are expected to be small and could be paid out of the budgets of the Service and Maintenance Committee and the Cultural Arts and Entertainment Committee. Director Chan asked the Committee to work to develop guidelines for future funding requests. Director Washington agreed, and emphasized that public art helps connect communities and that this project will help advance Midtown’s reputation as a community committed to public art.

Director Darst made a motion to approve the maintenance agreement with Houston First for an annual amount not to exceed \$8,000.00. The motion was seconded by Director Washington. Following all discussion, the motion carried by unanimous vote.

F. Finance Committee – Marylene Chan, Chair

David Thomas reported that the audit is going smoothly. He stated that once he receives final comments to the Management Discussion and Analysis the Finance Committee will be review the draft prior to presentation by CRI at the June 2017 Board meeting. Director Chan reported the District is currently under budget and that that 96% of the assessment revenue has been collected. She requested that Committee Chairs submit their ideas for grant projects before the next Finance Committee meeting on Monday, May 22, 2017 at 4:00 p.m.

G. Nominations Committee – Gary Noble, Chair

i. RECOMMENDATIONS REGARDING BOARD POSITIONS 10-17

Director Noble reported that the terms for Board positions 10 – 17 are set to expire on June 1, 2017, however persons serving in those positions will continue to serve until they have been replaced by City Council. He reported that all persons currently serving in positions 10 – 17 are eligible for reappointment and that all but one has indicated a desire to be reappointed, resulting in one vacancy. He stated that the Committee was recommending the reappointment of persons currently serving and that the previously selected alternate, De Juana Williams being recommended to fill the soon to be vacant position.

Director Noble made a motion to approve the Committee's recommendation for reappointment of persons currently serving in Board positions 10, 11, 12, 13, 15 and 17 and the appointment of DeJuana Williams to position 14. The motion was seconded by Director Lefsrud and carried by unanimous vote.

Peggy Foreman explained that the recommendations and supporting documentation will be sent to the Mayor's office for review and subsequent consideration by City Council.

H. Executive Committee – William Franks, Chair

Chairman Franks reported that all matters discussed at the Executive Committee meeting have been presented during the meeting. He stated that the Executive Committee has been focused on the Mayor's plan to address homelessness and the audit. He thanked all the Board members and staff for their hard work on behalf of Midtown.

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

Marlon Marshall presented the following report on the status of the current MRA capital improvement projects:

Midtown Park Project – The park contractor is focused on completing detail work. Substantial completion of the park is expected to occur in July 2017. The garage operator is on board and the garage currently open and available for daily use.

Caroline St. Project – The TXDOT contract has been conditionally awarded. The MRA Board is expected to approve the contract award and authorize payment to TxDOT it at the June 2017 Board meeting, after which TxDOT will make the final contract award. AT&T is scheduled to complete moving of utilities by the end of August 2017 so that construction can begin in fall.

Holman St. Project – The project is substantially complete and is undergoing City of Houston and ADA Compliance inspections, which has led to updated signage requests.

Main St. Project – The contractor is currently working to resolve grading issues on the east side of the street. Work is expected to begin soon on the west side of the street.

Entry portals – The entry portal off I-45 is complete. The MRA is working with the City of Houston Parks and Recreation Department (HPARD) to adopt the esplanades before it can move forward with work on the portals at Webster Street, Gray Street, and I-69. Once the esplanade adoption is approved by the HPARD, the work should be completed in approximately 45 to 60 days.

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 conduct an executive session at this meeting.

ANNOUNCEMENTS

Ms. Alvarado requested that old neckties be donated to her for decorations for the Father's Day Market.

NEXT MEETING DATE

The next Midtown Management District Board of Directors meeting will be held on Wednesday, June 7, 2017 at 11:00 a.m. at the Midtown Houston offices, 410 Pierce St., Houston, TX 77002.

ADJOURN

There being no other business, the meeting was adjourned.

PRESENTATION: PIERCE SKYPARK BY PAGE ARCHITECTS

Director Douglas shared that the Pierce Elevated, if not demolished, offers options to connect Midtown to greenways and other communities in Houston. He introduced Marcus Martinez and Tami Merrick of Page Architects who made a presentation on other opportunities for usage of the space, which included repurposing the Pierce Elevated into useful space retail or greenspace or a combination by building under, around, on top of, and thru the existing structure. They stated that the surrounding neighbor could experience significant economic impact by redeveloping the Pierce Elevated. Ms. Merrick stated that City Leaders appear open to the ideas presented provided they are economically viable. She asked that the Midtown Community express their support redevelopment of the Pierce Elevated to the Mayor and City Council and join with others working to moving the project forward.


Eileen J. Morris, Board Secretary

Date: June 7, 2017