

MINUTES OF THE
MIDTOWN MANAGEMENT DISTRICT
BOARD OF DIRECTORS MEETING

May 10, 2012

The Board of Directors of the Midtown Management District held a meeting, open to the public, on the 10th day of May 2012 at 6:00 p.m. in the Community Room of Central Bank, 2217 Milam, Houston, Texas, 77002, inside the boundaries of the District, and the roll was called of the duly appointed members of the Board, to-wit:

Roger Neal
Howard Lee
Katherine Cabaniss
Willie Coleman, Jr.
William Tilney
Gary Noble
F. Charles LeBlanc
Ramiro Orta

Brian Warwick
John G. Castillo
Vernus Swisher
William Franks
Gayle R. Fortson
M. Todd Triggs
Eileen Morris

All of the above were present except Director's Fortson and Castillo thus constituting a quorum.

In addition, present at the meeting were Matt Thibodeaux, Kandi Schramm, Cynthia Alvarado, Katherine Mestousis, Marlon Marshall and Peggy Foreman of Burney & Foreman. Also present were Diane Reece, Bryn Poland Vera, Dan Barnum, Jim Stern, Edward Bouquet, Ben Robles, Edward Valker, Eric Melchor and Corina Vladescu.

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

Chairman Triggs called the meeting to order and welcomed guests.

RECEIVE PUBLIC COMMENTS

Chairman Triggs invited guests to introduce themselves and make comments to the Board. Diane Reece of the Baldwin Square Home Owners Association acknowledged the hard work of the Management District Board and Staff in putting together the April 4, 2012 Community Stakeholder meeting on the Baldwin Park improvements. She stated that there was an excellent turnout at the meeting and that the community seemed especially excited about the planned improvements. She also expressed appreciation to the Board and Staff for their efforts to make Midtown a better community.

CONSENT AGENDA

- a. **Approve Minutes for the March 7, 2012 regular Board meeting.**
- b. **Approve the February 2012 Financial Report.**
- c. **Approve the payment of invoices for April 2012.**
- d. **Approve Equi-Tax Report for March 2012.**

Director Orta made a motion to approve the consent agenda. The motion was seconded by Director Swisher and carried by unanimous vote.

RECEIVE COMMITTEE ACTIVITY REPORTS

A. Executive

Director Triggs gave a brief report on matters discussed at the last Executive Committee meeting and stated that the matters discussed will be presented in conjunction with the respective Committee reports.

B. Public Safety

Director Tilney reported on the activities of the Public Safety Committee. He stated that crime statistics in Midtown are improving but also noted that there has been some increased suspicious activity around Tuam and Austin streets. Director Tilney stated that he would work with the Deputy Constables and HPD to ensure an increased law enforcement presence in the area in an attempt to address the problems.

Additionally, Director Tilney stated that the District had received a number of complaints regarding increased street traffic on the east side of Midtown, especially near Baldwin Park. There was extensive discussion among Board members about conditions and activities observed in and around Baldwin Park. Directors made various suggestions including the following: (a) trim the trees at Baldwin Park so that law enforcement officers are able to view the interior perimeters of the Park and to allow residents to more easily view suspicious individuals and report suspicious activity to law enforcement, (b) install a port-o-potty, (c) install more lighting, and (d) assign a Deputy Constable to monitor the area in and around the Park, especially during certain hours. Director Franks suggested that the Staff contact suppliers of port-o-potties to see if they might be willing to donate one for the Park. Matt Thibodeaux reminded the Board that despite the fact that the District maintains the Park, it is still owned by the City. Mr. Thibodeaux stated that he would contact the City Parks Department regarding the Directors suggestions. He also reminded the Board that additional lighting is currently slated to be installed in the Park and that such lighting should make the Park safer and more pedestrian friendly. Director Tilney stated that he would speak with the Deputy Constables and the Houston Police Department about more frequent monitoring of Baldwin Park.

C. Marketing

Director Warwick reported on the activities of the Marketing Committee. He informed the Board that the Committee plans to have a fall festival and is beginning to brainstorm ideas for the event, which he envisions as a "family friendly" event.

i. Final report on "2012 Art in the Park" event.

Director Warwick stated that the 2012 Art in the Park event was a huge success and that he received a great deal of positive feedback from the attendees and residents. Cynthia Alvarado briefly reviewed the Art in the Park expenditures and reported that the event stayed within the approved budget. Katherine Mestousis stated she will be email an event recap regarding "Art in the Park" to the entire Board.

D. Service & Maintenance

Director Orta reported on the activities of the Service & Maintenance Committee. He stated that there has been communication with METRO regarding efforts to improve the efficiency of maintaining the landscaping in Midtown along the MetroRail. Director Orta stated that Marlon Marshall would be working on a proposal to METRO to contract with the District to provide landscape maintenance services and that the Committee would be taking a careful look at the anticipated costs. Director Neal pointed out that the analysis should include a review of current insurance coverages since liability would be substantially greater for work performed inside the MetroRail tracks.

E. Urban Planning

Director Coleman reported on the activities of the Urban Planning Committee. He informed the Board that the Committee is continuing to work on the application to have Midtown designated a Cultural Arts & Entertainment District by the Texas Commission on the Arts. Cynthia Alvarado reported that the District has received several letters in support of the designation and that other letters are expected. Ms. Alvarado also advised the Board that One World Strategy Group had substantially completed the 5-minute video that will be included with the application for the designation. Ms. Alvarado stated that the application deadline is June 1, 2012 and that the District would hold a public hearing regarding the application for designation on Tuesday, May 22, 2012 at the Central Bank Community Room at 2217 Milam, Houston, Texas 77002.

Director Coleman also reported on a new sustainable mixed use redevelopment of property located at 2900 Main and Tuam (the old MHMR building). He stated that the project is expected to be financed in part with "tax credits". Ms. Alvarado reported that the property developer has requested a letter of support from the Board of Directors. Several Directors asked questions about the development and asked the Midtown Staff to notify the developers of the District's Letter of Support Policy and to get more information regarding the project.

F. Finance

Director Lee reported on the activities of the Finance Committee. He informed the Board that the FY 2011 Audit will be presented at the next Executive Committee meeting on May 29, 2012. Director Neal asked about the status of the audit of the sufficiency of the District's Reserve Accounts. Ms. Alvarado reported that she is currently gathering information and cost estimates from "Reserve Advisors" and should have more information at the next Board meeting.

G. Nominating

Director Swisher reported on the work of the Nominating Committee.

i. Review, discuss and take necessary action regarding recommendations to fill vacancies on the Board of Directors.

Tabled.

REVIEW DISCUSS AND TAKE NECESSARY ACTION REGARDING ELECTION OF BOARD OFFICERS.

Director Vern Swisher reported that in the absence of the Nominating Committee Chair, he would give the report of the Nominating Committee. Director Swisher first thanked the current officers for their outstanding service to the Board. He then outlined the process the Committee followed and stated that the Nominating Committee was recommending the following persons to serve as officers:

- Chair Todd Triggs
- Vice Chair..... Vern Swisher
- Treasurer Gary Noble
- Secretary Bill Franks
- Assistant Secretary Katherine Cabaniss

Director Triggs asked if there were any other nominations for the above positions. He reminded Board members that they could nominate themselves if they wished to be considered. There were no further nominations. Director Coleman moved that the nominations be closed. The motion was seconded by Director Lee and carried by unanimous vote.

Director Coleman moved that the entire slate as recommended by the Nominating Committee be elected to fill the respective offices. The motion was seconded by Director LeBlanc and carried by unanimous vote.

REPORT ON CAPITAL PROJECTS OF THE MIDTOWN REDEVELOPMENT AUTHORITY.

Marlon Marshall gave a report on the status of various Midtown Redevelopment Authority capital projects, including the Bagby Street Reconstruction project, the Gray Street project, and the Street Overlay project on Austin and Crawford Streets. Mr. Marshall stated that the Bagby Street Project is on schedule and within budget. He also reported that the Baldwin Park Project is scheduled to begin in the 4th quarter of 2012.

a. Consider recommendations from the Midtown Redevelopment Authority relating to award of contract for the Gray Street Project Phase II.

Mr. Marshall reported that bids had been received and evaluated for Phase II of the Gray Street Project which consists of "back of curb" improvements. He stated that the winning bid was approximately 30% under the engineer's cost estimates. Mr. Marshall reminded the Board that the majority of the project costs would be paid with grant funds and that the matching funds for the project would be provided by the Midtown Redevelopment Authority resulting in no budgetary impact to the District.

Director Swisher made a motion to award the contract for Gray Street Project Phase II. The motion was seconded by Director LeBlanc. Following all discussion, the motion carried by unanimous vote.

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).

There was no executive session.

RECONVENE THE PUBLIC SESSION AND, IF NECESSARY, TAKE ACTION ON MATTERS DURING THE EXECUTIVE SESSION.

There was no executive session.

Presentation: An Arts and Entertainment District for Midtown

Cynthia Alvarado gave a brief presentation about the advantages of having Midtown designated as a Cultural Arts and Entertainment district. She explained the process of applying for such designation and answered questions from Board members and other in attendance.

Jeri Brooks with One World Strategy Group presented a short video which will accompany the application. The video highlights the various arts and entertainment venues in Midtown and contains commentaries from various Midtown property owners on the importance of the arts to the Midtown Community. Several Board members asked that minor edits be made to the video prior to its submission.

OTHER BUSINESS / ANNOUNCEMENTS

None.

NEXT MEETING DATE

Chair Triggs announced that the next Board meeting would be on Wednesday, June 6, 2012 at 11:00 a.m. in the Midtown Management District's Offices, located at 410 Pierce Street, Ste 355, Houston, Texas 77002.

ADJOURN

There being no further business, the meeting was adjourned.



William Franks, Board Secretary

6.6.12

Date