

MINUTES OF THE
MIDTOWN MANAGEMENT DISTRICT
BOARD OF DIRECTORS MEETING

October 3, 2012

The Board of Directors of the Midtown Management District held a meeting, open to the public, on the 3rd day of October 2012 at 11:00 a.m. in the Midtown 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:

Roger Neal
Katherine Cabaniss
Willie Coleman, Jr.
William Tilney
F. Charles LeBlanc
Ramiro Orta
Eileen Morris

John G. Castillo
Vernus Swisher
William Franks
Gayle R. Fortson
Gary Noble
M. Todd Triggs

All of the above were present except Directors Orta and Castillo thus constituting a quorum.

In addition, present at the meeting were Matt Thibodeaux, Kandi Schramm, Cynthia Alvarado, Marlon Marshall and Peggy Foreman of Burney & Foreman. Also present were Jim Stern and Scott Harbers.

Chairman Triggs called the meeting to order.

RECEIVE PUBLIC COMMENTS

Chairman Triggs welcomed guests and invited them to introduce themselves and make comments to the Board.

CONSENT AGENDA

- a. **Approve Minutes for the September 5, 2012 regular Board meeting.**
- b. **Approve the August 2012 Financial Report.**
- c. **Approve the payment of invoices for October 2012.**
- d. **Approve Equi-Tax Report for September 2012.**

The Managing Director informed the Board that the minutes for the September 5, 2012 Board meeting were not available and would be presented for approval at a future Board meeting.

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

Review, discuss and take necessary action regarding the District Quarterly Investment Report ending June 30, 2012.

Matt Thibodeaux presented the Quarterly Investment Report for the 2nd Quarter of FY 2012 and stated that the average yield on all accounts for the quarter ending June 30, 2012 was 0.3112%.

Director LeBlanc made a motion to approve the District's Quarterly Investment Report for the period ending June 30, 2012. The motion was seconded by Director Morris and carried by unanimous vote.

Discuss and take necessary action regarding an Order Setting the Rate of Assessment for Year Eight of the Service Plan.

Cynthia Alvarado advised the Board that the Finance Committee was not recommending a change to the rate of assessment and that, subject to Board approval, the assessment rate would remain \$.1181 per \$100 of valuation. Peggy Foreman made a brief presentation regarding the Order Setting the Rate of Assessment. Director Fortson made a motion to adopt the Order as presented. The motion was seconded by Director Coleman. Following all discussion, the motion carried by unanimous vote.

RECEIVE COMMITTEE ACTIVITY REPORTS

A. Executive

Chairman Triggs stated that items discussed at the Executive Committee meeting would be discussed in conjunction with the various committee reports.

B. Public Safety

Director Tilney reported on the activities of the Public Safety Committee. He reported that the distressed apartment properties at 1624 and 1630 Holman had been purchased recently by a team of young investors who have begun cleaning and renovating the buildings.

Director Tilney stated that he has continued to monitor the situation surrounding the Baha'i Center and continues to see significant improvements.

He stated that the 2012 National Night Out event was held at House of Deréon Media Center and was very well attended. Cynthia Alvarado reported that the event was co-sponsored sponsored by Matthew Knowles. Executive Director, Matt Thibodeaux stated that that they looked forward to partnering with Mr. Knowles and his team on other events in Midtown. Director Tilney advised the Board that HPD Central Division statistics showed that there was an increase in robberies on the west side of Midtown. He further stated that the Committee would again reach out to the apartment owners and managers in an effort to work cooperatively to help educate their tenants on ways to avoid being victims of crime.

Director Franks complimented Director Tilney for his very active "hands on" approach to his work as Chair of the Public Safety Committee.

Cynthia Alvarado advised the Board that a Letter of Intent to continue patrol services for FY 2013 had been sent to Harris County Precinct 7 Constable, May Walker. Director Neal reminded the Board that it has been several months since the District hired a supervising sergeant in connection with the contract with Harris County and asked about the status of the review to assess the impact of having a supervising sergeant readily available to handle certain issues that may occur in Midtown.

C. Marketing

Director Morris reported on the activities of the Marketing Committee. She reported on the reception held at The Ensemble Theater to recognize and celebrate Midtown's new designation as a Cultural Arts and Entertainment District. Director Morris reported that there was a very good turnout of elected officials, arts groups and area stakeholders for the event. Director Morris stated that Houston City Council Member Ellen Cohen presented Midtown with a Certificate of Recognition and Gary Gibbs, Executive Director of the Texas Commission on the Arts, presented a Resolution celebrating the designation.

Director Morris invited interested Board members to attend the next Marketing Committee meeting to be held on Thursday, October 25, 2012, at The Ensemble Theatre. Director Morris stated that the meeting would also be a "Meet and Greet" with various arts groups in Midtown.

Cynthia Alvarado announced that the District would host a movie night in Baldwin Park on October 20, 2012 and invited all to attend.

Director Triggs mentioned that the Stakeholder's report needed to be updated for distribution to property owners. [

D. Service & Maintenance

Marlon Marshall reported on the activities of the Service & Maintenance Committee. Mr. Marshall advised the Board that the District was hit with some larger than anticipated repairs to the irrigation system due in part to damages resulting from an automobile accident and also from major irrigation line breaks caused by huge tree roots in Baldwin Park. Director Neal asked the Staff to look into whether the District can recover damages under the driver's insurance policies.

Marlon Marshall reported that based on comments he has received from residents and visitors, the one time \$25,000 expenditure for tree planting has made a positive impact on the Midtown Community

Director Neal expressed concern about the landscaping on Main street and asked the Staff to research the cost and whether METRO would be amenable to replacing some of the existing landscape with some "lower maintenance" plants and suggested that maybe the District and the Authority could share in the costs of such a project over a 3 to 5 year period. Director Franks offered to schedule a meeting with METRO representatives to discuss some options regarding the Main street landscape maintenance issues.

E. Urban Planning

Director Coleman reported that the Urban Planning Committee is working on plans for FY 2013 and finalizing its budget requests.

Director Coleman notified the Board that the owners of Kublai Khan's Crazy Mongolian Buffet located at 3017 Milam was in the process of making significant renovations to the property and is planning to open by the end of 2012. He also mentioned that there is a new project consisting of 32 townhomes being built at Chenevert and Webster.

F. Finance

Director Noble reported on the activities of the Finance Committee. He stated that the FY 2013 budget process had begun and that the Committee would be reviewing and evaluating budget requests. He explained that the Executive Committee would also review the Finance Committee recommendations before they come to the full Board for consideration. He asked all Committee Chairs to be sure their budget requests had been submitted for review. Director Noble stated that the District expects to receive a slight increase in revenues over last year.

G. Nominating

Director Fortson reported that the Nominating committee would be making recommendations to fill 2 of the vacant positions at the November 2012 Board meeting and would be interviewing candidates in January 2013 to fill additional vacancies.

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

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

Bagby Street Reconstruction Project – Construction is on schedule. There have been some issues with coordination with some of the franchise utility companies, but they were continuing to work with the various companies to coordinate construction activities.

Caroline Street Project – Awaiting comments from the City Engineer to the design plans before a public meeting is held regarding the project. Anticipates it will happen soon since TXDOT schedule for the construction is very aggressive.

Gray Street Project – Phase II has started between Main and San Jacinto streets.

Baldwin Park Project – Received comments from the City to the design work, will bid the project in November 2012 and construction will start in January 2013.

Glover Park Project – Being bid along with the Baldwin Park Project in November 2012 with construction starting in January 2013.

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 DISCUSSED DURING THE EXECUTIVE SESSION.

There was no executive session.

OTHER BUSINESS / ANNOUNCEMENTS

None.

NEXT MEETING DATE

Chair Triggs announced that the next Board meeting would be held on Wednesday, November 7, 2012 at 6:00 p.m. in the Central Bank Community Room.

ADJOURN

There being no further business, the meeting was adjourned.



William R. Franks, Board Secretary

12.5.12

Date