



**MINUTES**

**MIDTOWN MANAGEMENT DISTRICT  
BOARD OF DIRECTORS MEETING**

**October 2, 2024**

The Board of Directors of the Midtown Management District held a regular meeting, open to the public, on Wednesday, October 2, 2024, at 11:00 a.m. in the **1<sup>st</sup> 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	Vacant
Pos. 2	Gloria Haney	Pos. 11	Debbie Tyler-Dillard
Pos. 3	Vacant	Pos. 12	Vacant
Pos. 4	Vacant	Pos. 13	Marylene Chan
Pos. 5	Ryan M. LeVasseur	Pos. 14	Christopher Johnston
Pos. 6	Maggie Segrich	Pos. 15	Jeanette Criglar, Ph.D.
Pos. 7	Desmond Bertrand-Pitts	Pos. 16	Kelly A. Young
Pos. 8	Lewis Goldstein	Pos. 17	Vacant
Pos. 9	J. Allen Douglas		

All of the above were present except Directors Bertrand-Pitts, Segrich, and Goldstein.

In addition, present at the meeting, were Midtown Staff members Cynthia Alvarado, Marlon Marshall, David Thomas, Jaime Giraldo, Chrystal Davis, Matt Thibodeaux, Kayler Williams, Chandler Snipe, Jeremy Rocha, Kandi Schramm; Peggy Foreman of Burney and Foreman; Clark Lord of Bracewell, LLP; Ashley Small, Madison Walkes, and Ashley Segura (who attended via video conference), of Medley, Inc.; Jennifer Gribble, Giselle Martinez, and Lynda Guidry (who joined via video conference) of the Midtown Super Neighborhood #62; Tenel Tayar, Managing Partner and Co-Founder of the Fifth Corner; and Midtown residents: Scott Harbers and Ed Reybitz.

**1. CALL MEETING TO ORDER AND VERIFY THAT A QUORUM IS PRESENT.**

Chair Criglar called the meeting to order and welcomed everyone.

Chrystal Davis called the roll of the Board of Directors and verified that a quorum was present.

**2. RECEIVE PUBLIC COMMENTS**

Mr. Tenel Tayar, Managing Partner and Co-Founder of the Fifth Corner introduced himself and expressed his concerns about the high costs of security and cleanup and emphasized the need for safety and security improvements within the Midtown Management District (“MMD” or “the District”). Mr. Tayar also expressed his interest in being more involved and participating with MMD Committees, particularly the Economic Development and Finance Committees.

**3. CONSENT AGENDA**

- A. APPROVE MINUTES FOR THE SEPTEMBER 4, 2024 BOARD MEETING**
- B. APPROVE FINANCIAL REPORTS FOR THE MONTH OF AUGUST 2024**
- C. APPROVE PAYMENT OF INVOICES FOR SEPTEMBER 2024**
- D. APPROVE EQUI-TAX REPORT FOR SEPTEMBER 2024**

Ms. Alvarado presented the various items on the consent agenda.

Director LeVasseur made a motion to approve the consent agenda as presented. The motion was seconded by Director Johnston. Directors Young and Chan abstained from the vote. The motion was approved and carried by majority vote.

**4. ORDER SETTING THE RATE OF ASSESSMENT FOR YEAR TEN OF THE SERVICE AND IMPROVEMENT PLAN AND ASSESSMENT PLAN (2015-2024).**

Peggy Foreman presented the Order Setting the Rate of Assessment for Year Ten of the Service and Improvement Plan and Assessment Plan (2015-2024) which, if adopted by the Board, sets the rate of assessment at \$0.1181 per \$100 of assessed value. Ms. Foreman reminded the Board that the District has maintained the same rate of assessment since 2005.

Director Lefsrud made a motion to adopt the Order Setting the Rate of Assessment for Year Ten of the Service and Improvement Plan and Assessment Plan (2015-2024) as presented. The motion was seconded by Director Haney and carried by unanimous vote.

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

**A. Service and Maintenance Committee – Christopher Johnston, Chair**

Director Johnston presented the Service and Maintenance Committee report. There were no action items. He provided updates regarding various maintenance projects within the District and noted that the Field Services Team has completed the removal of the remaining debris from hurricane Beryl.

Director Johnston reported that the Midtown Redevelopment Authority (“MRA”) is still awaiting receipt of a cost estimate from CenterPoint Energy for the proposed installation of new luminaires in the northeast quadrant of the District. He further reported that the Midtown staff are continuing work on the Midtown Management District Emergency Action Plan. Finally, Director Johnston reported that a pre-bid conference was held on October 1, 2024 regarding the refresh of certain hardscape and softscape infrastructure in Midtown. He stated that the bids are due on Tuesday, October 15, 2024.

Director Johnston announced that the next combined Service and Maintenance Committee and Urban Planning Committee meeting will be held on Monday, October 21, 2024 at 4:00 p.m.

**B. Urban Planning Committee – Maggie Segrich, Chair**

Mrs. Davis presented the Urban Planning Committee report on behalf of Director Segrich. There were no action items. She reported that the pre-bid conference for the Gray Street Buffer Designs Project was held on September 20, 2024 and that bids are due October 15, 2024.

Finally, Mrs. Davis announced that the next Urban Planning Committee meeting will be held on Monday, October 21, 2024, at 4:00 p.m.

**i. Midtown Parking Benefit District Advisory Committee**

Mrs. Davis presented the Midtown Parking Benefit District (“MPBD”) Advisory Committee report on behalf of Director Segrich. She reported that at the meeting held on September 19, 2024, the MPBD Advisory Committee welcomed its newest member, Giselle Martinez, who was appointed as representative of the Midtown Super Neighborhood #62. Mrs. Davis reported that the MPBD Advisory Committee approved requests to recommend funding for four public safety projects.

Mrs. Davis announced that the MPBD Advisory Committee meetings are held quarterly and that the next meeting is scheduled for Thursday, December 12, 2024, at 3:00 p.m.

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

Ashley Small of Medley, Inc. presented the communications report for August 2024. She stated that there were 5 total media placements and mentions, with a total media reach of approximately 337,124 viewers, listeners, and readers and a total media value of approximately \$51,000.00. Mrs. Small reported that Midtown gained 270 new followers on its various social media channels, with 11,030 engagements (likes, clicks, and shares) in August 2024. She stated that the content that received the most engagements included a press release of the National Night Out and Coffee with a Cop events, the amplifying of Midtown Hispanic owned restaurants, the launch of the social media page for the HueMan: Shelter project, and the launch of the new Midtown website.

Director Tyler–Dillard announced that the next Marketing and Economic Development Committee meeting will be held on Tuesday, October 15, 2024 at 3:00 p.m.

**D. Cultural Arts & Entertainment Committee – Desmond Bertrand-Pitts, Chair**

Ms. Alvarado presented the Cultural Arts & Entertainment Committee report on behalf of Director Bertrand-Pitts. There were no action items. She again reminded the Board that the District will host Mistletoe Market 2024 at Midtown Park on Saturday, December 14, 2024 and Sunday, December 15, 2024.

Ms. Alvarado stated that the District was a sponsor of the highly visible mural installed on the side wall of the building located at 2100 Travis Street (facing the intersection of Milam and Gray) as part of the “Big Walls, Big Dreams City Wide Mural 2024 Festival” coordinated by Up Art Studio.

Chandler Snipe reported on efforts to identify and select local artists, graphic designers and creatives for the HueMan: Shelter project, which is part of the Bloomberg Public Art Challenge through the use of Requests for Qualifications (RFQs) and Requests for Proposals (RFPs), which are accessible on the Midtown website.

Finally, Ms. Alvarado announced that the next combined Cultural Arts and Entertainment Committee and Marketing and Economic Development Committee is scheduled for Tuesday, October 15, 2024, at 3:00 p.m.

## **E. Finance Committee – Kelly Young, Chair**

Ms. Alvarado gave the Finance Committee report on behalf of Director Young. Melissa Morton also provided a summary of the written financial reports and the Equi-Tax Assessment and Collections report for August 2024. Ms. Morton further reported that the Midtown Staff continues to work with the various committees on their respective budget requests for FY 2025.

Ms. Alvarado announced that the next Finance Committee meeting is scheduled for Tuesday, October 29, 2024 at 1:00 p.m.

## **F. Community Activity Report – Christopher Johnston, Liaison**

### **i. Super Neighborhood #62**

Director Johnston reported that the Super Neighborhood #62 (“SN #62”) met on Wednesday, September 11, 2024 at South Main Baptist Church. He stated that the next SN #62 meeting is scheduled for Wednesday, October 9, 2024 at 5:45 p.m. at South Main Baptist Church, 4100 Main Street, Houston, Texas 77002.

## **G. Public Safety Committee – Jeanette Criglar, Chair**

Jaime Giraldo reported on public safety activities and pending efforts to improve public safety in Midtown. He reported that all 25 Flock cameras have been installed and are operational in the District. He also reported that the District hosted National Night Out and Coffee with Cop events which were well attended.

Mr. Giraldo provided details regarding ongoing efforts to address crime and homelessness in Midtown and announced that the MPBD voted to recommend funding for the following projects:

- Houston Police Department South Central Division Bike Patrol Initiative in the amount of \$50,000.00.
- Houston Police Department Central Division Bike Patrol Initiative in the amount of \$60,000.00.
- Extension of the Loud Noise Ordinance Enforcement Initiative in the amount of \$15,000.00.
- Extension of the Houston Police Department Central Division Vagrant, Noise & Property Crime Reduction Initiative in the amount of \$15,000.00.

Mr. Giraldo announced that the next Public Safety Committee meeting will be held on Tuesday, October 15, 2024, at 11:30 a.m.

## **H. Nominating Committee - Gloria Haney, Chair**

Director Haney announced that the Houston Mayor and City Council (collectively, "City") have not yet acted on the District's recommendations for Board appointments and reappointments. She stated that due to recent resignations there are currently two vacant Board positions with unexpired terms, which the Board can act to fill immediately without waiting for City approval.

Director Haney stated that the Nominating Committee would like to modify the recommendations to the City regarding two candidates, Ericka Garcia and Edmund Reybitz. Specifically, she stated that the Committee is recommending the immediate appointment of Ericka Garcia and Edmund Reybitz to fill the unexpired terms in Positions 10 and 12, respectively.

Director Haney reminded the Board that Ms. Garcia and Mr. Reybitz were previously approved for recommendation to the City as new appointees to Positions 9 and 1, respectively. She further stated that both candidates have been attending and participating in Board Committees.

Director Haney made a motion to withdraw the previously submitted recommendations to the City for appointment to Positions 1 and 9 and to appoint Erica Garcia and Edmund Reybitz to fill the unexpired terms of Positions 10 and 12, respectively. The motion was seconded by Director Johnston. Following all discussion, the motion was carried by unanimous vote.

## **I. Service and Improvement Plan – Jeanette Criglar, Co-Chair Kelly A. Young, Co-Chair**

Ms. Alvarado reported on the Town Hall meeting hosted by the District on September 12, 2024 at 410 Pierce Street in the 1<sup>st</sup> floor conference room (the "Midtown Conference Center") She stated that the event was well attended and that attendees asked that a second Town Hall meeting be held to allow Midtown stakeholders one more opportunity to provide feedback regarding the projects and priorities for the next 10 Year Service and Improvement Plan and Assessment Plan. The second Town Hall meeting is scheduled for Thursday, October 23, 2024 at 6:00 p.m. in the 1<sup>st</sup> floor conference room of the Midtown Conference Center.

Ms. Alvarado further stated that the required Administrative Public Hearing for the new proposed Service and Improvement Plan and Assessment Plan (2025-2034) will be held on Wednesday, November 13, 2024, at 6:00 p.m. in the 1<sup>st</sup> floor conference room of the Midtown Conference Center. Ms. Alvarado stated that information regarding the second Town Hall was widely circulated through various means including the Midtown website

and other social media channels. She stated that the notice of the Administration Public Hearing will be sent to Midtown property owner via regular mail and published in certain Houston area newspapers. Clark Lord stated that the Board will act on the Order Levying the Assessment and Approving the 10-Year Service and Improvement Plan and Assessment Plan (2025 -2034) at the December 2024 Board meeting.

**J. Executive Committee – Jeanette Criglar, Chair**

Chair Criglar stated that all matters discussed at the Executive Committee meeting were addressed in the various committee activity reports.

**6. REPORT ON CAPITAL PROJECTS OF THE MIDTOWWN REDEVELOPMENT AUTHORITY (MRA)**

Marlon Marshall made the following reports regarding the status of current Midtown Redevelopment Authority capital improvement projects:

**Caroline Street** – MRA held a preconstruction meeting with Elite Construction Services, the contractor for the Caroline Street Remedial Drainage Improvements pilot project to address certain ponding issues along Caroline Street. The contractor is currently awaiting approval of construction permits to begin the project. Once the pilot project is completed, the MRA team will review and assess the results and make further recommendations.

**Brazos Street** – The project remains on hold pending review by City of Houston representatives.

**Brazos Street Bridge Landscape Improvements** – Work has been completed and the project has been transferred to the Midtown Service and Maintenance Team for future maintenance and upkeep.

**Sidewalk Assessment** – MRA has reviewed the final report and has developed a proposed plan to proceed with the work. The City has not approved proceeding with the initial phase of the project which will include major sidewalk improvements along portions of Isabella and Truxillo streets.

**PARTNER PROJECTS**

**Gray Street Buffer Designs** – The Urban Planning Committee recommended bike rack installations along Austin street to be included in the project. Bids for this project are due on October 15, 2024.

**Urban Forestry Plan** – The final report has been included on the Midtown website for review. The MMD Service and Maintenance Committee will continue to work on efforts to implement certain recommendations made in the plan in FY 2025.

**CenterPoint Lighting Assessment Survey** – MRA met with CenterPoint representatives and the preliminary design of the initial phase of test luminaires is completed. MRA has estimated 80 new installations of lighting in the northeast quadrant of the District are needed.

**7. WITH RESPECT TO THE FORGOING AGENDA ITEMS, THE BOARD MAY CONDUCT AN EXECUTIVE SESSION WITH REGARDS TO THE FOLLOWING AS APPROPRIATE AND NECESSARY**

- a. Consultation with attorney (Section 551.071, Texas Government Code).
- b. Personnel matters (Section 551.074, Texas Government Code).

Upon entering into executive session, the presiding officer shall note which agenda items will be discussed.

There was no Executive Session.

**8. ANNOUNCEMENTS**

Ms. Alvarado encouraged attendance at the second Town Hall meeting to discuss projects and priorities for the next 10-year Service and Improvement Plan and Assessment Plan to be held on Wednesday, October 23, 2024 at 6:00 p.m. in the 1st Floor Conference Room of the Midtown Conference Center, 410 Pierce Street, Houston, Texas 77002.

**NEXT MEETING DATE**

The next Midtown Management District Board of Directors meeting will be held on **Wednesday, November 6, 2024, at 6:00 p.m.**

**9. ADJOURN**

There being no further business to come before the Board, the meeting was adjourned.

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Desmond Bertrand-Pitts, Secretary

Date: \_\_\_\_\_