



MINUTES

MIDTOWN MANAGEMENT DISTRICT PARKING BENEFIT DISTRICT ADVISORY COMMITTEE MEETING

September 14, 2023

The Midtown Parking Benefit District Advisory Committee (the "Advisory Committee") held a meeting, open to the public, on September 14, 2023, at 3:00 p.m. in the **1st 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 Committee, to-wit:

This meeting was available to the public via video conferencing.

Pos. 1	James Llamas
Pos. 2	Scott Irby
Pos. 3	Cynthia Aceves-Lewis
Pos. 4	Scarlett Yarborough
Pos. 5	Maggie Segrich

Committee Members James Llamas, Scott Irby, Scarlett Yarborough, and Maggie Segrich were present in person. Committee Member Cynthia Aceves-Lewis attended via video conference.

In addition, present at the meeting, were Midtown Staff members Cynthia Alvarado and Chrystal Robinson-Davis, Jaime Giraldo, Marlon Marshall; Peggy Foreman of Burney and Foreman; and Maria Irshad, Deputy Director of ParkHouston of the City of Houston Administration and Regulatory Affairs Department. Also present, via video conference were the following: Melonie Curry, Senior Staff Analyst of ParkHouston of the City of Houston Administration and Regulatory Affairs Department, Jim Webb, Bryan Brown and Yige Eagle Tang of The Goodman Corporation; Commander Coleta Johnson and Sgt. Brian Alms of the South-Central Houston Police Department; Alan Swezey, Micheal Lewis and Miguel Martinez, of Super Neighborhood #62.

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

Committee Chair James Llamas called the meeting to order and welcomed everyone.

Mrs. Chrystal Robinson-Davis called the roll of the Advisory Committee and verified that a quorum was present.

2. RECEIVE PUBLIC COMMENTS

Mr. Michael Lewis expressed his concerns regarding the safety within the District. He also stated that he would like to see PBD funding go towards enhancing the “look and feel” of Midtown.

Mr. Miguel Martinez, member of the Super Neighborhood Action Planning Team, stated that there is an initiative led by the Super Neighborhood Sidewalks and Lighting team to inspect the lighting in the neighborhoods of the District. The team has planned to examine the lighted areas of the neighborhood from September 2023 through mid-October 2023. Mr. Martinez stated the organization has planned to create a map that will visualize the qualitative experience of the residents in Midtown when lighting is used in the evening. The map will be made available to the Advisory Committee in October 2023. He requested that the Committee provide assistance regarding the locations of lights within the District.

3. CONSENT AGENDA

a. Approve Minutes for the July 13, 2023, Advisory Committee Meeting.

Committee Member Segrich made a motion to approve the consent agenda as presented. The motion was seconded by Committee Member Irby and carried by unanimous vote.

4. MIDTOWN PARKING BENEFIT DISTRICT PROJECTS

The Advisory Committee reviewed information regarding the following public improvement projects:

- **Midtown Loud Noise Overtime 2023 Proposal**

Commander Coleta Johnson and Sgt. Brian Alms made a brief presentation about the Midtown Loud Noise Overtime Program proposal which was approved for recommendation to ParkHouston at the July 13, 2023, PBD Advisory Committee meeting. Commander Johnson and Sgt. Alms also responded to written questions from Committee Member Aceves-Lewis. Commander Johnson reported there were 13 citations for loud noise at various bars in Midtown in the last 6 months. She stated that the Midtown Loud Noise Overtime Program is currently in the approval process within the Houston Police Department and the City of Houston and will formally begin once payment is received, which she anticipates will be in the next 30-45 days after all required approvals. She also

reported the calls for noise complaints are answered by the Houston Police Department non-emergency number and that HPD officers assigned to the overtime program will respond to the calls. Commander Johnson also emphasized the importance of having the complaining party present during the court hearing on citations.

- **Sidewalk Conditions in Midtown**

Mrs. Robinson-Davis advised the Committee that a map showing existing sidewalks was provided as part of the Committee Information packet on Thursday, July 6, 2023, and labeled Midtown Sidewalk Assessment 2017. She reported that the cost to install new sidewalks varied and the final price is determined by a contractor bid obtained as a result of a formal procurement process. She also stated that the City of Houston uses \$12 per square foot to construct a sidewalk. Committee Member Irby stated that if the Committee would like to move forward with installing sidewalks within the District, it would make a small impact because the project cost is significant. He explained that the cost to install a sidewalk of 300 feet for a city block going east to west is equivalent to 1800 square feet. It would cost \$21,000.00 to install one sidewalk in the District. Chair Llamas stated that there were also additional steps involved in planning a design prior to installing sidewalks in the District. He further stated that the Midtown Redevelopment Authority has a study of sidewalks underway and it would be completed around December 2023 or January 2024.

- **Midtown Streetlight Gap Reports**

Mrs. Robinson-Davis stated that maps showing the location of current streetlights in Midtown were included in the 2018 Streetlight Gap Report which was distributed to the Advisory Committee via email on Thursday, July 6, 2023. She reported that additional lighting can be installed where needed with the approval of CenterPoint Energy and the City of Houston. She also reported that the price per unit to install lights varies depending on the scope of work required for the location and that the most recent price range of a lighting installation was \$1600 - \$4000.

- **Safe Streets and Roads for All Program**

Ms. Eagle Tang gave a PowerPoint presentation regarding the projects identified for the Safe Streets and Roads for All Program. She provided information about the following projects: McGowen Street Safety Improvements, Pierce Street Safety Improvements, Neighborhood Traffic Calming, Tuam Street Safety Improvements, the Webster Street Reconstruction, and the Fannin Street Program.

- **Artistic Meter Wrapping**

Mrs. Robinson-Davis gave a presentation of the Artistic Meter Wrapping project. She reported that there are 54 potential locations to install the meter wrapping. The meter locations are identified in the map provided in the Midtown Parking Benefit District

Advisory Committee packet (item #4d). She also reported that based on preliminary information, the cost to wrap each meter is approximately \$265.00. The total cost to wrap 54 meters would be \$14,310.00. Mrs. Robinson-Davis also reported that Elia Quiles of UP Art Studio has indicated that she would be available to serve as the Project Manager for the Artistic Meter Wrapping project. The selection of graphics to wrap the parking meters will be chosen by artist renderings. The estimated cost to manage a project with 54 meters wrapped and to retrieve the artistic renderings is \$45,000.00. The Committee has requested to see existing artists' renderings that can be duplicated for the Artistic Meter Wrapping Project.

- **Emergency Call Boxes**

Mr. Giraldo provided information about the Emergency Call Boxes project. He reported that he and Mrs. Chrystal Robinson-Davis will conduct further research of the Emergency Call Boxes, search for multiple vendors that offer similar software and equipment and gather information regarding the monitoring of the call boxes through SEAL Security Solutions. He reported that the proposal is currently in the preliminary data gathering stage and further information about the project would be provided in an upcoming PBD Advisory Committee meeting.

- **Future Projects**

Chair Llamas reported that the District's Service and Maintenance Committee has started discussions with CenterPoint Energy to possibly install pilot luminaires to cover dark areas within the District. The Committee would like to conduct a District wide assessment for decorative pedestal and cobra heads lighting to be installed in areas where there is a need for additional lighting. The Service and Maintenance Committee will provide further information and request additional funding for the project if needed from the Advisory Committee.

The Advisory Committee members offered additional project suggestions including installation of additional trash cans, signage, clean-ups, etc. The staff will provide more information regarding these and other project suggestions at future Advisory Committee meetings.

Marlon Marshall and Consultants provided an overview of certain other MRA projects and stated that the team will identify opportunities for participation by the PBD and advised the Committee of such opportunities as the projects move forward.

The Advisory Committee members requested additional that information regarding the various projects discussed be provided at the next Advisory Committee meeting. No decisions were made on the projects presented.

5. UPDATES FROM PARKHOUSTON

Maria Irshad, Deputy Director of ParkHouston gave a report on behalf of ParkHouston. She presented the Midtown Parking Benefit District income statement for the period from July 1, 2022 to August 30, 2023. She also reported the number of transactions, the average revenue per transaction and the number of citations issued [for expired meters]. She stated that additional funds will be remitted by July 30, 2023 for projects.

6. ANNOUNCEMENTS

There were no announcements.

7. NEXT MEETING DATE

Chair Llamas stated that the next Midtown Parking Benefit District Advisory Committee meeting will be on Thursday, October 12, 2023, at 3:00 p.m.

8. ADJOURN

There being no other business, the meeting was adjourned.


James Llamas
Chair

11/9/23
Date