

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

**January 13, 2014**

**Determine quorum; call to order.**

The Board of Directors of the Montrose Management District held a meeting on Monday, January 13, 2014, at 12:00 noon at 401 Branard Street, 2nd Floor, Room 106, Houston, TX 77006, inside the boundaries of the District, and open to the public. Assistant Secretary Nagar called the meeting to order at 12:07 p.m., and the roll was called of the duly appointed members of the Board, to wit:

Position 1: Claude Wynn, <i>Chairman</i>	Position 9: Kathy Hubbard, <i>Treasurer</i>
Position 2: Dana Thorpe	Position 10: Michael Grover
Position 3: Randy Mitchmore, <i>Vice Chairman</i>	Position 11: Bobby Heugel
Position 4: Cassie Stinson, <i>Secretary</i>	Position 12: Brad Nagar, <i>Ass't Sec'y</i>
Position 5: Lane Llewellyn	Position 13: Vacant
Position 6: Vacant	Position 14: David Robinson
Position 7: Vacant	Position 15: Vacant
Position 8: Robert Jara	

and all of the above were present, except Directors Wynn, Mitchmore, Stinson, and Heugel, thus constituting a quorum. Also present at the meeting were Bill Calderon, Susan Hill, Josh Hawes, Gretchen Larson, all of Hawes Hill Calderon, L.L.P.; Ray Lawrence, Lawrence & Associates; Clark Lord, Bracewell & Guiliani, L.L.P.; Patricia Hall, Equi-Tax, Inc.; Brian Toland, McCall Gibson Swedlund & Barfoot PLLC; and Darrell Hawthorne and Felecia Alexander, Municipal Accounts and Consulting, L.P. Others present were Daphne Scarbrough, Richmond Avenue Coalition; Eugene Nosad, Avondale Associatoin; Jack Valinski, Mayor's Citizens Assistance Office; Joseph Le, Harris County Precinct One; Dennis Beedon, District Business Ambassador; Tawny Tidwell, District Social Media Consultant; and Officer Victor Beserra, Houston Police Department.

**Approve minutes of meeting held December 9, 2013.**

Upon a motion made by Director Grover and being seconded by Director Llewellyn, the board voted to approve the minutes of November 11, 2013, as presented.

**Receive public comments.**

There were no public comments.

**Receive and consider Montrose Management District's monthly financial report and pay invoices.**

Ms. Alexander reviewed the financial statements included in the board agenda materials. Mr. Calderón confirmed that the Finance Committee reviewed the report and

invoices and recommended approval. Upon a motion duly made by Director Llewellyn, and being seconded by Director Grover, the board voted unanimously to approve the Montrose Management District's monthly financial report and pay invoices.

**Receive proposal from Mark M. Burton PLLC to prepare end-of-year financial reports.**

Mr. Calderón reviewed the terms of the proposed agreement with Mark M. Burton PLLC to prepare financial reports to be submitted to the District's independent auditor. Upon motion made by Director Hubbard, seconded by Director Llewellyn, the board voted to approve the proposed agreement as presented.

**Receive proposal to engage McCall Gibson Swedlund & Barfoot PLLC for District's annual audit report.**

Mr. Brian Toland reviewed his firm's proposal and responded to questions and comments from the board with regard to various preparatory documents required for their execution. Upon motion made by Director Hubbard, seconded by Director Grover, the board voted unanimously to approve the auditor's proposal as presented.

**Receive Executive Director's Report on District Initiatives.**

Mr. Calderón presented the Service Plan report, offering highlights of activities noted in the written report contained in the board agenda materials. Director Llewellyn commented on the application for designation as a cultural district, which Mr. Calderón confirmed has been submitted. Mr. Calderón congratulated Director Robinson on his election to Houston City Council. Director Robinson then tendered his resignation from the board in compliance with state law prohibiting dual office holding. He added that he will submit a formal letter of resignation to the Board Chairman. He also announced that he plans to continue to be active in the District's activities as a citizen and that Mayor Parker has appointed him to serve as Vice Chair of the City's Quality of Life Committee. Council Member Ellen Cohen chairs that committee.

HPD Officer Victor Beserra presented the public safety report, noting that total arrests have declined over the past three months, a trend he hopes will continue. Burglaries of motor vehicles continues to be an issue but incidences are not increasing.

Ms. Larson distributed a copy of the December 2013 Montrose District Newsletter, a copy of which is attached to these minutes as Exhibit A. She then reported highlights of public events held in the District during December.

**Authorize Executive Director to enter into lease agreements for two security patrol vehicles.**

Mr. Calderón reported that he had negotiated a new lease agreement for two patrol vehicles to be used by the District's security officers. These agreements offer more favorable terms than the previous proposed agreement. He requested authorization from the board to execute the leases when the paperwork is prepared. Upon motion made and seconded, by board voted to authorize Mr. Calderón to proceed with finalization of the lease agreements.

**Receive District's monthly Assessment Collection Reports and Billing and Assessment Summaries, Lawsuit and Arbitration Status Details, and Delinquent Assessment Reports.**

Ms. Hall provided an overview of each of the reports. No action was required.

**Convene in Executive Session pursuant to Section 551.071, Texas Government Code, to conduct a private consultation with attorney to discuss litigation, and matters related to same.**

**Reconvene in Open Session and authorize appropriate action by legal counsel related to Item 11 on the agenda.**

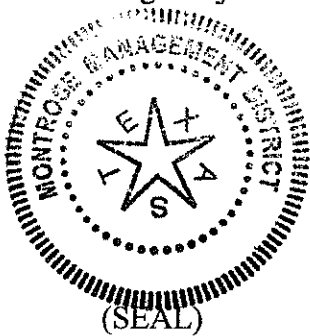
An executive session was not called.

**Announcements**

There were no announcements.

**Adjourn.**

There being no further business to come before the Board, Assistant Secretary Nagar adjourned the meeting at 12:31 p.m.



*Cassie B Stinson*

Secretary, Board of Directors  
Montrose Management District

List of Exhibits: \_\_\_\_\_

Exhibit A: [December 13 newsletter edition]



MONTROSE PROUDLY  
CONGRATULATES...

# Claude Wynn

Montrose District Chairman, Claude Wynn received the **Lifetime Achievement Award** at the 2013 Museum District Business Alliance Annual Holiday Luncheon & Community Improvement Awards on December 5, 2013 at Hotel Za Za with presentation by KPRC's very own, Frank Billingsley. Congratulations to Claude and all of the honorees!



## BOARD OF DIRECTORS

Claude F. Wynn, *Chairman*  
Randy Mitchmore, *Vice Chairman*  
Cassie Stinson, *Secretary*  
Brad Nagar, *Ass't Secretary*  
Kathy Hubbard, *Treasurer*  
Robert Jara  
Michael Grover  
David W. Robinson  
Randall Ellis  
Bobby Heugel  
Dana Thorpe  
Lane Llewellyn

## Montrose District Staff

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*Director of Marketing*  
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Ray Lawrence  
*Director of Economic Development*  
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Upcoming Events Around Montrose:

**New Years Eve 2013 @ Anderson Fair**  
with Shake Russell and Michael Hearne  
featuring John Inman and Mick Roberts  
Plus Ken Gaines and Wayne Wilkerson and Bill Cade  
\$50 Advance » 8 p.m....til.  
Anderson Fair Retail Restaurant  
2007 Grant Street » Houston, TX 77006 » 832-767-2785 » andersonfair.net

**The Menil** — **Lee Bontecou: Drawn Worlds**  
**January 31 – May 11, 2014 » 11 a.m. — 7 p.m.**

1533 Sul Ross Street » Houston, TX 77006 » 713-525-9400

Retrospective exhibition of American artist Lee Bontecou. The works selected span more than five decades of her career, showcasing her innovative works on paper with welding torch and soot as a drawing tool.

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EX A