

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

February 10, 2014

DETERMINE QUORUM, CALL TO ORDER.

The Board of Directors of Montrose Management District held a regular meeting, open to the public on the 10th day of February, 2014, at 12:00 p.m. at 401 Branard Street, 2nd Floor, Room 106, Houston, Texas 77006, inside the boundaries of the District, 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 Secretary</i>
Position 5 - Lane Llewellyn	Position 13 - <i>vacant</i>
Position 6 - <i>vacant</i>	Position 14 - <i>vacant</i>
Position 7 - <i>vacant</i>	Position 15 - <i>vacant</i>
Position 8 - Robert Jara	

and all the above were present with the exception of Directors Heugel and Nagar, thus constituting a quorum. Also present were Bill Calderon, Susan Hill, Gretchen Larson, and Josh Hawes, all of Hawes, Hill Calderon, L.L.P.; Clark Lord of Bracewell & Giuliani; Pat Hall of Equi-Tax, Inc.; Darrell Hawthorne and Felicia Alexander both of Municipal Accounts & Consulting; and Ray Lawrence of Lawrence & Associates. Others attending the meeting were Jack Valinski, City of Houston; Marie Cortes and Dennis C. Beedon, Montrose District Business Ambassador; Tawny Tidwell; Johnna Carlson with U.S. Representative Ted Poe; Chris Valdez, Carra Sykes and Rachel Flores all with Primer Grey; and Victor Beserra with Houston Police Department. Chairman Wynn called the meeting to order at 12:05 p.m.

APPROVE MINUTES OF MEETHING HELD JANUARY 13, 2013.

Director Jara stated he believed the approval of the vehicle leases was on the agenda for the last meeting and were excluded on the minutes. Approval of minutes was tabled until next meeting.

RECEIVE PUBLIC COMMENTS.

There were no public comments.

CONDUCT ANNUAL REVIEW AND APPROVE RESOLUTION REGARDING THE INVESTMENT POLICY AND LIST OF QUALIFIED BROKER/DEALERS OF MONTROSE MANAGEMENT DISTRICT.

Mr. Calderon reviewed the Resolutions included in the board agenda materials. He reported that by law the board was required to re-adopt Resolutions each year and to make any changes needed, as well as the investment policy and list of institutions. He stated he was not aware there were any changes to either and recommended for approval. Upon a motion duly

made by Director Mitchmore and being seconded by Director Llewellyn, the board voted unanimously to approve the Resolutions dated February 10, 2014.

ACCEPT ANNUAL DISCLOSURE STATEMENTS FOR INVESTMENT OFFICER AND BOOKKEEPER.

Mr. Calderon reviewed and explained the Disclosure Under the Public Funds Investment Act provided by Mark Burton, a copy of which is attached as Exhibit A. Upon a motion duly made by Director Mitchmore and being seconded by Director Llewellyn, the board voted unanimously to accept the disclosure as presented.

RECEIVE DISTRICT'S MONTHLY ASSESSMENT COLLECTION REPORTS AND BILLING AND ASSESSMENT SUMMARIES, LAWSUIT AND ARBITRATION STATUS DETAILS, AND DELINQUENT ASSESSMENT REPORTS.

Ms. Hall reviewed the Assessment Collection Report included in the board agenda materials. She reported approximately 86% collected on east side of the zone and about 83% collected on the west side of the zone. No action was required.

RECEIVE AND CONSIDER DISTRICT'S MONTHLY REPORT ON DISTRICT INITIATIVES.

Ms. Alexander reviewed the financial information included in the board agenda materials. Director Llewellyn questioned what the reimbursement to Weingarten Realty for the assessment as to what year it was for. Ms. Hall stated this was a refund from settlement of a disputed assessment. Calderon stated he spoke with the bookkeepers that there is an \$8,000 check we are asking for approval to TxDOT which is the first installment with them for bridge and lighting. Chairman Wynn confirmed that the Finance Committee reviewed the report and invoices and recommended approval. Upon a motion duly made by Director Stinson, and being seconded by Director Mitchmore, the board voted unanimously to approve the Montrose Management District's monthly financial report and pay invoices.

RECEIVE EXECUTE DIRECTOR'S MONTHLY REPORT ON DISTRICT INITIATIVES.

Mr. Calderon reported the Marketing Committee had been working on a marketing strategy, and plans to have a finalized plan for presentation for the board's approval in March. Mr. Calderon reported that in Safety and Security we do have our contract reapproved with Harris County for the district attorney's nuisance abatement activity. He stated we have our new vehicles, and they have updated equipment and this equipment will be reusable at least two more times in future vehicles. Mr. Calderon stated that they will be looking for new vendors for the mobile cams. The committee will also look at and provide recommendations on selling one of the two old vehicles for approval at the next meeting.

Mr. Calderon reports that in Transportation and Mobility they have had meetings regarding the bridge relighting. He states they have a prototype of the new district branding signs, but there are issues with the manufactured LED lighting. They are working on approval for placement of the signs with the city and approval is probably a good six months away. They will not request manufacturing of the signs until approval from city has been obtained for placement of the signs in those particular locations. Mr. Calderon discussed the application for special parking consideration and approval by city.

Mr. Calderon reported the business ambassadors had distributed 75 "Lock, Hide, Store" signs to area businesses. He also stated the ambassadors had visited fifteen hotels to display marketing material and only two had declined to display our information. Mr. Calderon reported there will be two realtor luncheons to provide social media to raise awareness of Montrose.

HPD Officer Victor Beserra presented the public safety report noting that less and less felons are coming into the area. Burglaries of motor vehicles continue to be an issue. Mr. Calderon reported a mobile camera had been moved to Empire Café and there has been a decline in activity in that area.

Chairman Wynn discussed Montrose District's information brochure, as well as a postcard for business workshops designed to help businesses, copies of which are attached as Exhibit B and C.

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 THE SAME.

RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTION BY LEGAL COUNSEL RELATED TO ITEM 9 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, Chairman Wynn adjourned the meeting at 12:58 p.m.



Cassie B Stinson

Secretary, Board of Directors
Montrose Management District

List of Exhibits:

Exhibit A - Disclosure Under the Public Funds Investment Act by Mark Burton, dated February 4, 2014

Exhibit B - Social Media brochure on Montrose District

Exhibit C - Postcard on Montrose District Business Workshops

MEMORANDUM

Date: February 4, 2014

To: Board of Directors
Montrose Management District (the "Authority")

Copy: Board of Directors
Attorney for the Authority
Bookkeeper for the Authority
Texas Ethics Commission

From: Mark Burton

Subject: DISCLOSURE UNDER THE PUBLIC FUNDS INVESTMENT ACT

As investment officer for the Authority, I submit this disclosure of my relationships with entities or individuals who are offering, have offered, or may offer to engage in an investment transaction with the Authority as of the date of this memorandum, in compliance with the Public Funds Investment Act and with the Authority's Investment Policy.

1. I have the following "personal business relationships" with individuals or entities who are offering to engage, have offered to engage or may offer to engage in an investment transaction with the Authority.

(a) I own (i) ten per cent (10%) or more of the voting stock or shares or (b) \$5,000 or more of the fair market value of the following business organizations:

 _____ N/A

(b) I have received from the following business organizations funds that exceed ten percent (10%) of my gross income for the previous year:

 _____ N/A

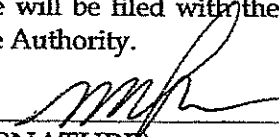
(c) I acquired from the following business organizations during the previous year investments with a book value of \$2,500 or more for my personal account:

 _____ N/A

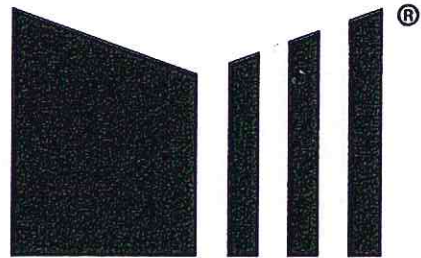
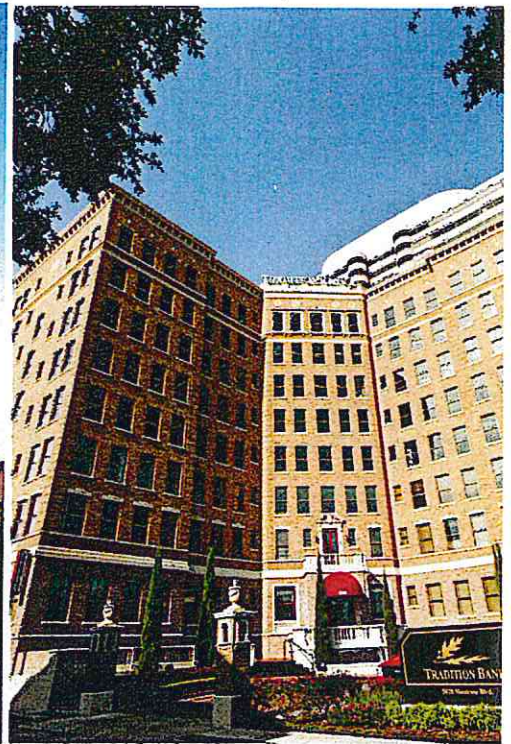
2. I am related within the second degree of affinity (marriage) or consanguinity (blood) as determined by Chapter 573, Government Code, to the following individuals who are seeking, have sought or may seek to sell an investment to the Authority:

 _____ N/A

3. I acknowledge that this disclosure will be filed with the Board of Directors of the Authority and the Texas Ethics Commission by the Authority.



 (SIGNATURE)



MONTROSE DISTRICT

Houston's Favorite Destination!

MontroseDistrict.org



EX C

Join us for the **FREE** Montrose District Business Workshop Series designed to help you and your business grow and prosper.

MONTROSE DISTRICT **business** WORKSHOPS

Learn | Network | Profit | Grow

ENTIRETY FORMATION & LEASING

Cassie Stinson & Blake Royal
Boyar | Miller - ATTORNEYS AT LAW



FEBRUARY
27



MARCH
27

THE ART OF DECISION MAKING

RESOLVING ISSUES FOR BUSINESS LEADERS
Christina Gortczynski
First Person
FOUNDER AND CEO



TOOLS, TIPS & TRICKS

HANDY TOOLS FOR DOING BUSINESS BETTER
Chris Valdez - PRIMER GREY

APRIL
24



Montrose
Counseling Center
11am - 1pm
401 Branard | Room 106



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