

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

November 11, 2013

Determine quorum; call to order.

The Board of Directors of the Montrose Management District held a meeting on Monday, November 11, 2013, 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. Chairman Wynn called the meeting to order at 12:00 noon, 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, 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.; and Darrell Hawthorne, Municipal Accounts and Consulting, L.P. Others present were Dennis Beeden, District business ambassador; Tawny Tidwell, District social media; Chris Valdez, Primer Grey; Eugene Nosal and Ray Valdez, Avondale Association; Zach Castillo and Caleb McCord, ASE Security Solutions; Cody Lutsch, Fat Property; Officer Victor Beserra, Houston Police Department; and Randall Ellis.

Approve minutes of meeting held October 14, 2013.

Upon a motion made by Director Mitchmore and being seconded by Director Stinson, the board voted to approve the minutes of October 14, 2013, as presented.

Receive public comments.

There were no public comments.

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

Mr. Hawthorne reviewed the financial statements included in the board agenda materials. He also distributed the quarterly investment report, a copy of which is attached to these minutes as Exhibit A. Mr. Calderón confirmed that the Finance Committee reviewed the report and invoices and recommended approval. The Finance Committee's

report is attached to these minutes as Exhibit B. Upon a motion duly made by Director Robinson and being seconded by Director Mitchmore, the board voted unanimously to approve the Montrose Management District's monthly financial report and pay invoices.

Receive Executive Director's Report on District Initiatives.

Mr. Calderon presented the Service Plan report, offering highlights of activities noted in the written report contained in the board agenda materials. He announced that reservations have filled for the real estate forum scheduled for tomorrow at La Colombe d'Or Hotel. He distributed a copy of the marketing booklet, *Montrose District, Houston's Favorite Destination*, attached to these minutes as Exhibit C. The booklet will be presented to forum registrants. Chairman Wynn stated that the Business and Economic Development Committee plans to offer at least two forums a year, one devoted to real estate development and another to retail development. With regard to the Visual Improvements Committee, Mr. Calderon met twice since the last meeting and will present an action item later on the agenda. He briefly highlighted the results of the remaining committee meetings held during the month. He called the board's attention to the social media statistics report contained in the board's agenda materials.

Consider approval of Fiscal Year 2014 budget for the District.

Mr. Calderón reviewed the budget presented to the Finance Committee and subsequently recommended for approval after rigorous review. Finance Committee Chairwoman Hubbard thanked the District's various committees for submitting their detailed budget proposals in timely fashion. Mr. Calderón went over differences between this year's financial performance compared to the estimates for the coming fiscal year. He responded to questions from the board regarding funding of certain line items. Following general discussion, Director Llewellyn offered a motion to approve the budget as presented; Director Grover seconded. The board voted unanimously to approve the budget for FY 2014.

Consider recommendation from Public Safety Committee to lease two new vehicles for security patrol; authorize execution of related documents.

Mr. Calderón submitted the Public Safety Committee's recommendation to lease rather than purchase new security vehicles to replace the current aging security vehicles. He distributed the committee's written report, a copy of which is attached to these minutes as Exhibit D. Director Heugel suggested that the District publicize the acquisition of new vehicles by post card to assessment payers and businesses. Upon motion by Director Llewellyn, seconded by Director Nagar, the board voted unanimously to authorize Mr. Calderón to negotiate and appropriate lease for two new security vehicles. Officer Beserra provided the crime incident report for October, noting that criminal activity has gone down since the previous period. He recounted several anecdotes regarding crime occurrences in commercial and residential areas.

Consider approval of Advance Funding Agreement between Texas Department of Transportation and the District related to relighting of the six bridges over US Hwy 59.

The board next discussed the Advance Funding Agreement Mr. Calderón

presented for their consideration. He explained the rationale and content of the agreement. Upon motion made by Director Hubbard, seconded by Director Stinson, the board voted to approve the agreement.

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

Ms. Hall went over the assessment collection reports and related documents for October. Mr. Calderón added that the hearings with regard to supplementing the assessment rolls of both district zones were held earlier this month; no members of the public attended. The board will receive the hearing examiner's report and proposals for orders supplementing the assessment rolls and setting the assessment rates at the December board meeting.

Consider recommendation from the Mobility and Visual Improvements Committee on:

- a. Engagement of lighting consultant to prepare plans for submission to TxDOT for relighting the bridges over US 59.**

Mr. Calderon reported that the committee met to review the qualifications submitted by lighting consultants who responded to the request for qualifications. A copy of the committee's report is attached to these minutes as Exhibit E. Three firms responded; two were not qualified. The committee requested authorization to invite the most qualified firm of the three to return to discuss negotiations for a proposed contract to be presented to the board for approval. Committee Chairman Robinson described the qualifications and past experiences of the selected firm. The board discussed the project and anticipated consultant costs. Director Llewellyn offered a motion to authorize the staff and committee to negotiate and enter into a contract with the proposed contractor; Director Hubbard seconded the motion. Director Stinson suggested an amendment to the motion stipulating that the negotiated contract is not to exceed \$100,000 and is subject to legal counsel's approval as to form prior to execution. Directors Llewellyn and Hubbard accepted the amendment. The board discussed the matter at length and voted unanimously to approve the motion as amended.

- b. Authorizing the publication of request for landscape maintenance contractor.**

Mr. Calderón stated that in anticipation of additional esplanade adoptions in the district next year and the consequent increase in landscape work this will entail, he recommends that the district request new proposals for services from contractors so that more favorable rates might be negotiated. Upon motion by Nagar, seconded by Director Stinson, the board voted to authorize the publication of the request.

- c. Recommendation for a \$15,000 grant for Mandell Park improvement project.**

Mr. Calderón reviewed the request from the Friends of Mandell Park for \$15,000 to support its *Planting for the Future* capital campaign to undertake major improvements of the park. The board discussed the project at the park. Upon motion made by Director Mitchmore, seconded by Director Llewellyn, the board voted to approve providing \$15,000 for the project. The board further directed staff to seek some form of suitable public recognition for the District's support. Saying that several options for recognition are available, Mr. Calderón said he will pursue this.

d. Authorizing supplemental services for Kudela & Weinheimer for work related to District banner signage.

Mr. Calderon presented Kudela & Weinheimer's proposal for supplemental services. Upon motion made by Director Stinson, seconded by Director Mitchmore, the board approved the proposal for supplemental services.

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 #10 on the agenda.

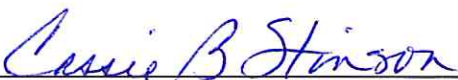
The Board did not convene in Executive Session.

Announcements

Mr. Calderon discussed the upcoming business mixer and holiday decorating contest.

Adjourn.

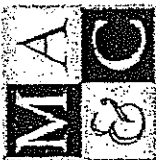
There being no further business to come before the Board, Chairman Wynn adjourned the meeting at 1:11 p.m.


Secretary, Board of Directors
Montrose Management District



List of Exhibits:

Exhibit A	Montrose Management District, Quarterly Investment Inventory report, Period Ending September 30, 2013
Exhibit B	Montrose Management District, Finance Committee meeting, November 4, 2013
Exhibit C	Montrose District, Houston's Favorite Destination
Exhibit D	Montrose Management District, Security Committee Meeting, November 8, 2013
Exhibit E	Montrose Management District, Mobility and Visual Improvements Committee Meeting, October 21, 2013



MUNICIPAL ACCOUNTS
& CONSULTING, L.P.


Montrose Management District

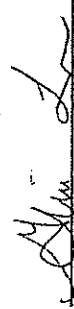
Quarterly Investment Inventory Report Period Ending September 30, 2013

BOARD OF DIRECTORS
Montrose Management District

Attached is the Quarterly Investment Inventory Report for the
Period ending September 30, 2013.

This report and the District's investment portfolio are in compliance with the
investment strategies expressed in the District's investment policy, and the
Public Funds Investment Act.


Mark M. Burton
(Investment Officer)


Ghia Lewis
(Investment Officer)

COMPLIANCE TRAINING

"TIB 675 states the Investment Officer must attend at least one training seminar for (6) six hours
Within twelve months of taking office and requires at least (4) four hours training within each (2)
two year period thereafter.

INVESTMENT OFFICERS

Mark M. Burton

CURRENT TRAINING

September 14, 2002 (McCall, Gibson 6 Hours)
September 13, 2003 (McCall, Gibson 4 Hours)
October 1, 2005 (McCall, Gibson 4 Hours)
October 26, 2007 (UNT 10 Hours)
October 26, 2009 (Texpool Academy 10 Hours)
November 5, 2011 (Texpool Academy 10 Hours)
September 13, 2003 (McCall, Gibson 6 Hours)
September 23, 2007 (McCall, Gibson 4 Hours)
October 26, 2009 (Texpool Academy 10 Hours)
October 25, 2011 (Texpool Academy 10 Hours)

Ghia Lewis

Montrose Management District
Summary of Money Market Funds
07/01/2013 - 09/30/2013

Fund: Operating				Begin Balance	Cash Added	Cash Withdrawn	Int. Earned	End Balance
Financial Institution: COMPASS BANK-PREMIER				387,881.95				
Account Number: XXXX2019 Date Opened: 03/20/2012 Current Interest Rate: 0.20%								
Date	Description							
07/01/2013								
07/01/2013		64.82						
07/02/2013	TO CHECKING					(11,840.00)		
07/03/2013	ASSESSMENTS							
07/08/2013	TO CHECKING			467.59		(11,840.00)		
07/11/2013	TO CHECKING					(3,200.00)		
07/15/2013						(10.00)		
07/15/2013	ASSESSMENTS			0.00				
07/15/2013	ASSESSMENTS			209.74				
07/25/2013	ASSESSMENTS			1,255.15				
07/30/2013	TO CHECKING					(6,400.00)		
07/30/2013	TO CHECKING					(8,000.00)		
08/01/2013								62.20
08/01/2013	ASSESSMENTS			913.69				
08/01/2013	ASSESSMENTS			603.58				
08/01/2013	ASSESSMENTS			1,770.36				
08/01/2013	ASSESSMENTS			402.16				
08/09/2013	ASSESSMENTS			1,288.99				
08/12/2013								
08/15/2013	TO CHECKING					(38,400.00)		
08/15/2013	To Checking					(10.00)		
08/23/2013	ASSESSMENTS					(3,840.00)		
08/23/2013	CD Interest XXXX0143			3,155.92				
09/03/2013	To Checking			86.30				
09/03/2013						(10,589.80)		
09/04/2013	ASSESSMENTS							55.49
09/09/2013	To Checking			3,080.26				
						(38,400.00)		

Methods Used For Reporting Market Values			
Certificates of Deposit:	Price Value Plus Accrued Interest		
Securities/Direct Government Obligations:	Market Value Quoted by the Seller of the Security and Confirmed in Writing		
Public Fund Investment Pool/AM Account:	Balance = Book Value = Current Market		

Montrose Management District

Summary of Money Market Funds

07/01/2013 - 09/30/2013

and: Operating

Financial Institution: COMPASS BANK-PREMIER

Account Number: XXXX2019 Date Opened: 03/20/2012 Current Interest Rate: 0.20%

Date	Description	Begin Balance	Cash Added	Cash Withdrawn	Int. Earned	End Balance
09/09/2013	ASSESSMENTS		1,188.00			
09/09/2013	TRF FROM GOF MM XXXX2086		3,005.15			
09/12/2013	ASSESSMENTS		47.57			
09/16/2013				(10.00)		
09/18/2013			1,198.84			
09/25/2013	ASSESSMENTS		50.00			

Totals for Account XXXX2019:

Account Number: XXXX2086		Date Opened: 03/20/2012	Current Interest Rate: 0.20%		Totals for Account XXXX2019:	
Date	Description		Begin Balance	Cash Added	Cash Withdrawn	Int. Earned
07/01/2013			663,485.42			

TO CHECKING
ASSESSMENTS
ASSESSMENTS
ASSESSMENTS
TO CHECKING
TO CHECKING
ASSESSMENTS
ASSESSMENTS
ASSESSMENTS
TO CHECKING
TO CHECKING

5,976.01
2,504.69
845.59

528.26
25.76
7,245.54

1,169.85
1,000.00
2,187.72

110.80
(25,160.00)

(25,160.00)
(6,800.00)
(16.00)

(13,600.00)
(17,000.00)

106.07

Methods Used For Reporting Market Values

Price Value Plus Accrued Interest
Market Value Quoted by the Seller of the Security and Confirmed in Writing
Balance = Book Value = Current Market

Indicates of Deposits:
securities/Direct Government Obligations:
Public Fund Investment Pool/NM Accounts:

Montrose Management District
Summary of Money Market Funds
07/01/2013 - 09/30/2013

Fund: Operating				Begin Balance	Cash Added	Cash Withdrawn	Int. Earned	End Balance
Financial Institution: COMPASS BANK-PREMIER				Description				
Account Number: XXXX2086 Date Opened: 03/20/2012 Current Interest Rate: 0.20%				Date				
				08/07/2013	Sage Payment	50.93		
				08/07/2013	ASSESSMENTS	1,288.03		
				08/07/2013	ASSESSMENTS	15,744.50		
				08/08/2013	ASSESSMENTS	770.72		
				08/09/2013	ASSESSMENTS	1,958.59		
				08/12/2013	TO CHECKING			
				08/13/2013	Sage Pmt Rejects		(81,600.00)	
				08/15/2013	Sage Payment	1,277.90	(1,277.90)	
				08/15/2013	ASSESSMENTS	886.31		
				08/15/2013			(10.00)	
				08/15/2013	To Checking		(8,160.00)	
				08/26/2013	ASSESSMENTS	1,038.87		
				08/27/2013	ASSESSMENTS	500.00		
				09/03/2013	To Checking		(22,410.20)	
				09/03/2013				94.43
				09/04/2013	ASSESSMENTS	1,138.16		
				09/09/2013	To Checking			
				09/09/2013	TRF TO GOF MM XXXX2019		(81,600.00)	
				09/12/2013	ASSESSMENTS	2,066.76	(3,005.15)	
				09/16/2013				
				09/18/2013	ASSESSMENTS	866.68	(10.00)	
				09/25/2013	ASSESSMENTS	974.46		
Totals for Account XXXX2086:					\$663,485.42	\$50,045.33	(\$285,803.25)	\$311.30
Totals for Operating Fund:					\$1,051,367.37	\$68,858.63	(\$418,343.05)	\$493.81
								\$428,038.80
								\$702,376.76

Methods Used For Reporting Market Values		
Certificates of Deposits:	Face Value Plus Accrued Interest	
Securities/Direct Government Obligations:	Market Value Quoted by the Seller of the Security and Confirmed in Writing	
Public Fund Investment Pool/AIM Accounts:	Balance = Book Value = Current Market	

Montrose Management District
Summary of Certificates of Deposit with Money Market
07/01/2013 - 09/30/2013

Financial Institution	Investment Number	Issue Date	Maturity Date	Beginning Balance	Principal From Cash	Principal From Investment	Principal Withdrawn	Principal Reinvested	Ending Balance	Interest Rate	Beg. Acc. Interest	Interest Earned	Interest Reinvested	Interest Withdrawn	Accrued Interest
Under Operating															
Certificates of Deposit															
GREEN BANK	XXXXX0143	02/14/13	08/13/13	50,000.00	0.00	0.00	0.00	50,000.00	0.00	0.35%	65.21	86.30	0.00	86.30	0.00
GREEN BANK	XXXXX0143	08/13/13	02/10/14	0.00	0.00	50,000.00	0.00	0.00	50,000.00	0.30%	0.00	0.00	0.00	0.00	19.73
GREEN BANK	XXXXX0169	01/13/13	07/15/13	50,000.00	0.00	0.00	0.00	50,000.00	0.00	0.40%	92.05	99.73	0.00	99.73	0.00
	Rollover over FROM CD XXXX0753														
GREEN BANK	XXXXX0169	07/15/13	12/12/13	0.00	0.00	50,000.00	0.00	0.00	50,000.00	0.25%	0.00	0.00	0.00	0.00	26.37
GREEN BANK	XXXXX0210	03/14/13	09/10/13	50,000.00	0.00	0.00	0.00	50,000.00	0.00	0.35%	51.78	86.30	0.00	86.30	0.00
	Rollover over FROM CD XXXX8452														
GREEN BANK	XXXXX0210	09/10/13	03/20/14	0.00	0.00	50,000.00	0.00	0.00	50,000.00	0.30%	0.00	0.00	0.00	0.00	8.22
GREEN BANK	XXXXX0311	09/10/13	03/10/14	0.00	0.00	50,000.00	0.00	0.00	50,000.00	0.30%	0.00	0.00	0.00	0.00	8.22
	Rollover over FROM CD XXXX0287														
ICON BANK	XXXXX2931	05/10/13	11/06/13	50,000.00	0.00	0.00	0.00	0.00	50,000.00	0.32%	22.36	0.00	0.00	0.00	62.68
	Rollover over FROM CD XXXX6363														
ICON BANK	XXXXX2832	05/10/13	11/06/13	50,000.00	0.00	0.00	0.00	0.00	50,000.00	0.32%	22.36	0.00	0.00	0.00	62.68
	Rollover over FROM CD XXXX6355														
POST OAK BANK	XXXXX0889	04/14/13	10/12/13	50,000.00	0.00	0.00	0.00	0.00	50,000.00	0.30%	31.64	0.00	0.00	0.00	69.45
	Rollover over FROM CD XXXX6061														
POST OAK BANK	XXXXX0897	04/14/13	10/12/13	50,000.00	0.00	0.00	0.00	0.00	50,000.00	0.30%	31.64	0.00	0.00	0.00	69.45
	Rollover over FROM CD XXXX6088														
TEXAS COMMUNITY BANK	XXXXX0287	03/14/13	09/10/13	50,000.00	0.00	0.00	0.00	50,000.00	0.00	0.35%	51.78	86.30	0.00	86.30	0.00
	Rollover over FROM CD XXXX8246														
Totals for Operating Fund:				400,000.00	0.00	200,000.00	0.00	200,000.00	400,000.00	N/A	368.82	358.63	0.00	358.63	\$326.80
Beginning Balance:	\$400,000.00														
Plus Principal From Cash:	\$0.00														
Less Principal Withdrawn:	\$0.00														
Plus Interest Reinvested:	\$0.00														
Fixed Balances:	\$400,000.00														
MM Balances:	\$702,376.76														
Total Balance:	\$1,102,376.76														

Methods Used For Reporting Market Values

Certificates of Deposit:
 Market Value Quoted by the Seller of the Security and Confirmed in Writing
 Balance = Book Value = Current Market

Fixed Balances:
 Market Value Plus Accrued Interest

Totals for District:	400,000.00	0.00	200,000.00	0.00	200,000.00	0.00	200,000.00	0.00	400,000.00	N/A	368.82	358.63	0.00	358.63	326.80
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Methods Used For Reporting Market Values

Certificates of Deposit:	Face Value Plus Accrued Interest
Securities/Direct Government Obligations:	Market Value Quoted by the Seller of the Security and Confirmed in Writing
Public Fund Investment Pool/HM Accounts:	Balance = Book Value = Current Market

Montrose Management District
Detail of Pledged Securities
07/01/2013 - 09/30/2013

Financial Institution: COMPASS BANK-PREMIER

Security: FHLMC CUSIP: 312855J109	Par Value:	575,000.00	Maturity Date:	09/01/2038	Pledged:	02/04/2013	Released:	Amount Released:
	Date	Value						
	07/31/2013	444,950.07						
	08/31/2013	438,770.77						
	09/30/2013	436,432.57						
Security: FHLMC CUSIP: 3137ASUQ5	Par Value:	300,000.00	Maturity Date:	07/15/2040	Pledged:	06/15/2012	Released:	Amount Released:
	Date	Value						
	07/31/2013	246,639.39						
Security: FNMA CUSIP: 31371LP07	Par Value:	7,750,000.00	Maturity Date:	05/01/2014	Pledged:	06/12/2012	Released:	Amount Released:
	Date	Value						
	07/31/2013	126,197.50						
Security: FNMA CUSIP: 3138GQ56	Par Value:	400,000.00	Maturity Date:	03/01/2035	Pledged:	01/30/2013	Released:	Amount Released:
	Date	Value						
	07/31/2013	186,623.80						
	08/31/2013	177,814.44						
	09/30/2013	170,383.35						
Security: FNMA CUSIP: 31419ATX5	Par Value:	425,000.00	Maturity Date:	02/01/2039	Pledged:	01/31/2013	Released:	Amount Released:
	Date	Value						
	07/31/2013	128,871.79						
	08/31/2013	122,700.68						
	09/30/2013	119,427.29						

Method Used For Reporting Market Values

certificates of Deposit:
 :unfunded/Direct Government Obligations:
 :Public Fund Investment Pool/AMA Accounts:
 Par Value Plus Accrued Interest
 Market Value Quoted by the Seller of the Security and Confirmed in Writing
 Balance = Book Value = Current Market

Montrose Management District

Finance Committee Meeting

November 4, 2013

The Montrose Management District Finance Committee held a meeting on Monday, November 4, 2013, at 10:00 AM at the District offices, 5020 Montrose, Suite 311, Houston, Texas.

Montrose Management District Board member present was Kathy Hubbard. Consultant Carl Sandin and Executive Director Bill Calderon were also present.

The Committee was called to order at 10:00 AM.

1. Delinquent Tax Collection/Litigation status report

Mr. Sandin presented his report to the committee. No new lawsuits were recommended at this time. The executive director advised that the appellate case would not likely resolve until the fall of next year, so it was possible at least one case might be impacted. No actions were required or taken by the committee.

2. Invoices

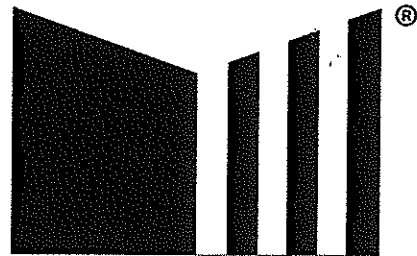
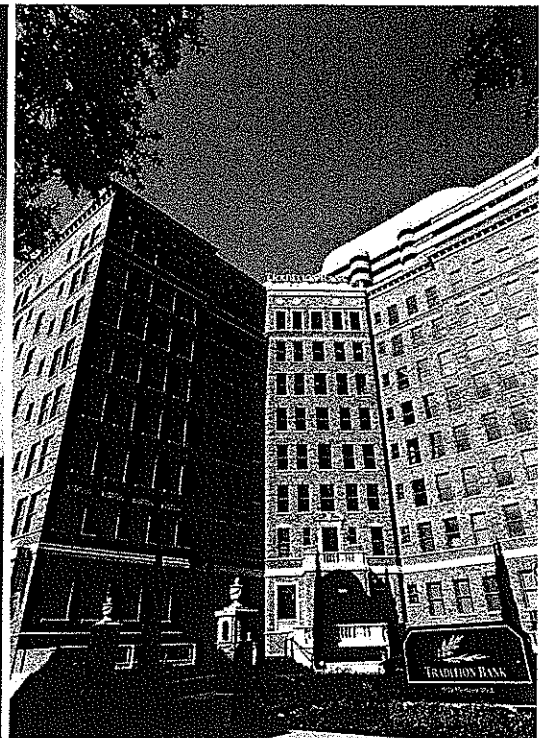
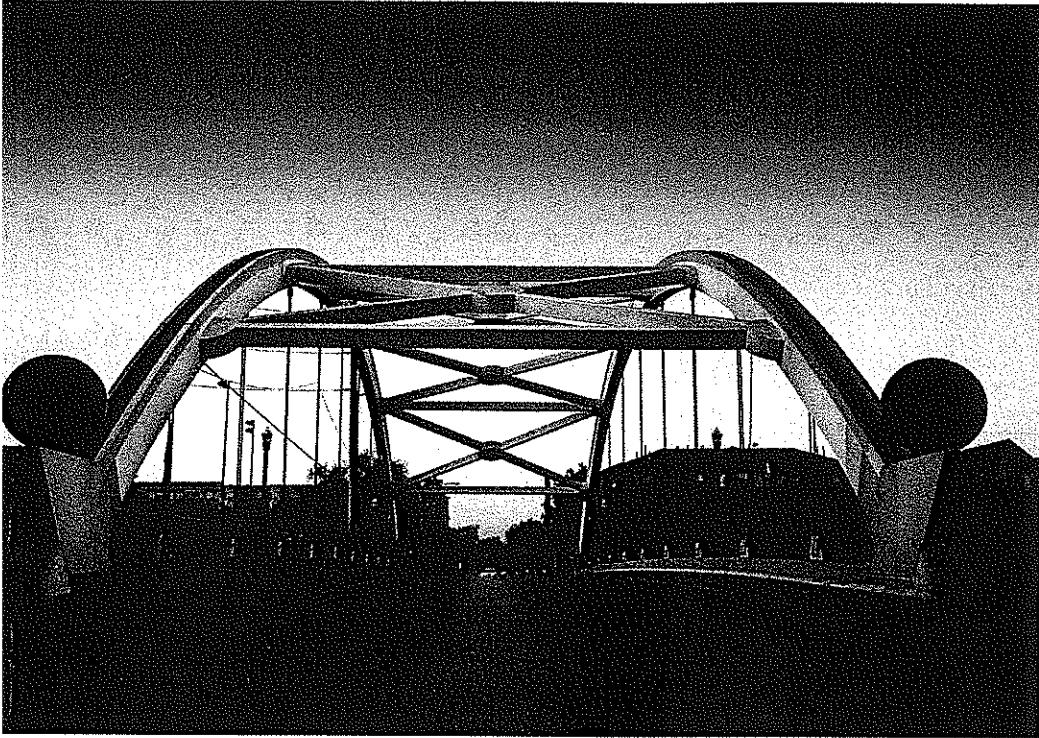
The executive director presented the invoices to the committee, noting that there were no extraordinary charges to the district. The committee deemed the invoices approved for presentation to the board.

3. 2014 Fiscal year budget

The executive director updated the committee on the last revisions to the budget, advising that all committees had approved their sections. The budget was recommended for approval. The Chairman approved the budget as presented and recommended its presentation to the full board for consideration/approval.

Adjourn: 10:30AM

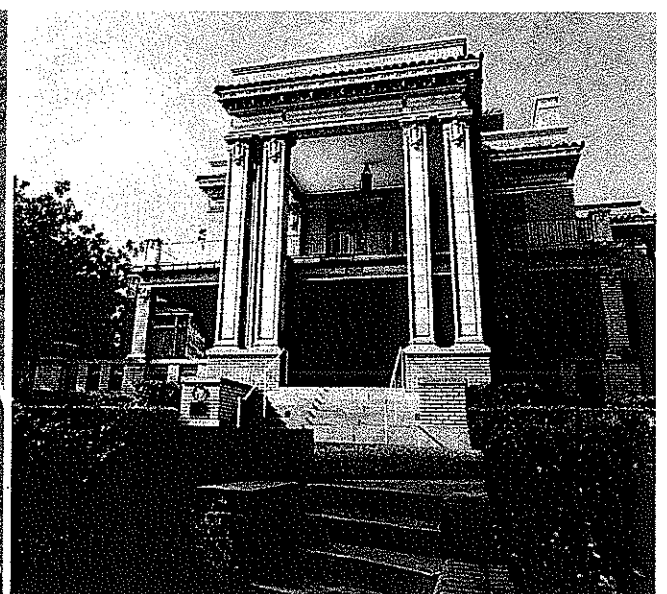
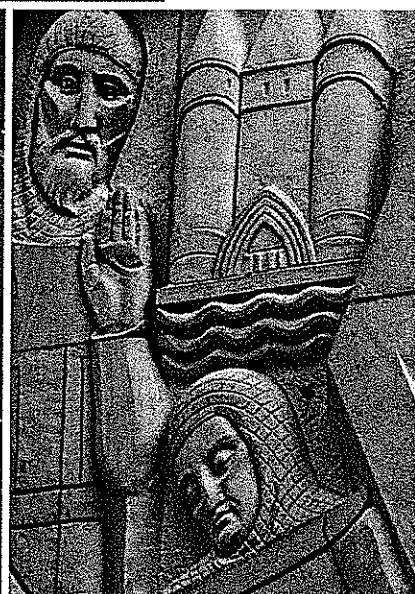
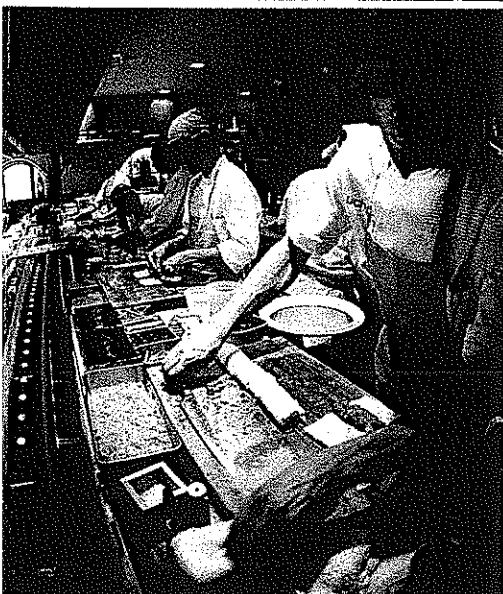
Exh C



MONTROSE DISTRICT

Houston's Favorite Destination!

MontroseDistrict.org



Montrose Management District

Security Committee Meeting

November 8, 2013

The Montrose Management District Public Safety and Security Committee held a meeting on Friday, October 11, 2013, at 9:00 AM at the District offices, 5020 Montrose, Suite 311, Houston, Texas.

Montrose Management District Board members present were Chairman Wynn and Brad Negar. Also present were Bill Strother, Celena Vinson, Bill Calderon, Victor Beserra, Claude Markum, Mary Lane, and Cody Lutsch.

The Committee was called to order at 9:00 AM.

1. The committee received the District Activity Report for the month of October 2013.

Officer Bessera provided the committee an update on the tracking statistics..

2. Discuss PIP report for the month of October.

Officer Bessera updated the committee on the PIP activity. Also advised that the next apartment manager meeting will be on Wednesday, November 13, at 1:00PM at the Hanover complex.

3. Discuss Apartment Crime stats.

Discussion focused on PIP, activity around the district that was impacting crime in the district, and the upcoming meeting referenced above.

4. Update on Contract with Harris County for targeted enforcement initiatives.

Ms. Vinson provided an update on her activities. She also advised that she was going to agree to a modification of the nuisance abatement plan at TCs based on reduction of activity in the vicinity. Also advised that there were on-going discussions with the owner of 1901 Richmond regarding the suit, the abatement plan, and action that might be taken to mitigate problems and possibly non-suit the case.

5. Discuss mobile security cameras.

The committee recommended that the camera at Uchi's be moved to Barnaby's where recent problems clearly mandated a need for heightened security.

6. Discuss Chelsea Market crime issue

Mary Lane, the manager at Chelsea provided a briefing of problems in the Market with BMVs. Officer Bessera also updated the committee on recent efforts, with no success or arrests. A number of recommendations on restriction of access to property were made. Efforts will continue to bring the problem under control.

Claude Markum was introduced. He discussed his company's role in other Districts, and his intent to propose a solution for the committee/board to consider regarding Chelsea Market at the next meeting.

7. Consider recommendation to full board to lease two new vehicles

Executive Director Calderon updated the committee on research related to costs to lease versus the costs to purchase a new vehicle, and advised that the economics favored leasing two new vehicles for three years versus purchasing one new one. The committee concurred with the recommendation to lease two new vehicles, and also recommending that the matter be presented to the full board for consideration.

Adjourn 10:30 AM

Montrose Management District
Mobility and Visual Improvements Committee Meeting

October 21, 2013

The Montrose Management District Mobility and Visual Improvements Committee held a meeting on Monday, October 21, 2013, at 9:00 AM at the District offices, 5020 Montrose, Suite 311, Houston, Texas.

Montrose Management District Board member present was David Robinson. Committee Members present were Jeremy Rocha. Consultant Darin Weinheimer and Executive Director Bill Calderon were also present.

The Committee was called to order at 9:00 AM.

1. District Identification Signage

The sign at Neon is illuminated and ready for inspection. We are now ready to place the manufacturing order for the initial sign placement. K&W was confirming the contract status, with supplemental work authorization to complete work associated with the installation of the signs, once manufactured. Additional research was needed on the light controllers for the signs. The executive director indicated that next steps would include: Inspecting the sign; placing an order for the initial installation.

K&W committed to research light controller options, and also generate work authorization docs to move the project forward.

2. Receive an update on esplanade adoptions.

The applications are complete. Awaiting final letter from Menil on the release of their esplanade in order to submit all four applications to the City at one time. Expected time frame for submission: no later than 10.31.13.

3. Consider RFP for landscaping contractor.

The draft RFP was presented to the committee with a recommendation that it be approved for publication. Upon a motion by the Chair, and second by Mr. Rocha, the committee approved the recommendation, and forwarded the recommendation to the full board for consideration.

4. Update on Streetsweeping

No new news to report. Sweeping operations were ongoing twice monthly.

5. Discuss branded bike racks.

The committee was provided an update on locations that had approved placement of a rack. Weingarten has requested their logo be placed on the District racks. The executive director indicated that the request would be honored providing there were no technical issues with getting the logo art work to the manufacturer. Staff is finalizing the list in order to place an order for the initial set of racks. The executive director also advised that the District legal counsel would be requested to set up a simple letter agreement with property owners where racks would be located. No actions were required at this time.

6 Update on Bridge Lighting project

The executive director shared a draft of the advanced funding agreement with the committee indicating it had been vetted by the District legal counsel, with a recommendation that it be approved and sent to the full board for consideration. Upon a motion by the Chair, and second by Mr. Rocha, the agreement was approved.

The executive director also advised that the responses to the published RFQ for engineering lighting services were due on 10/22/13, and that a special meeting of the committee to consider the responses would be scheduled prior to the next meeting of the board.

7. Initiates and strategies regarding 311, Rebuild Houston, and the City CIP.

No new information was received by the committee. No actions were taken.

8. Discuss the WPM parking study.

Mr. Rocha reported that the application had been submitted to the City and that staff were in the process of reviewing the same. No comments had been provided. The committee was also advised that there was a focus group on parking scheduled at City Hall on November 6, at 9:30 am to garner comments on the City's intent to adopt a parking master plan.

9. Consider the budget.

The executive director advised that no changes to the budget had been made since the last presentation to the committee and that the budget would be presented to the full board for consideration at the next meeting

Adjourn: 10:10AM