

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

December 9, 2013

Determine quorum; call to order.

The Board of Directors of the Montrose Management District held a meeting on Monday, December 9, 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, except Directors Thorpe, Llewellyn, Hubbard, Heugel, and Nagar, 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 and Felecia Alexander, Municipal Accounts and Consulting, L.P. Others present were Daphne Scarbrough, Richmond Avenue; Dennis Beedon, District Business Ambassador; Tawny Tidwell, District Social Media Consultant; and Officer Victor Beserra, Houston Police Department.

Approve minutes of meeting held November 11, 2013.

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

Receive public comments.

There were no public comments.

Accept Hearing Examiner's Report and Proposal for Decision for the 2013 Supplemental Assessment Hearing for HCID #6;

Accept Hearing Examiner's Report and Proposal for Decision for the 2013 Supplemental Assessment Hearing for HCID #11;

Adopt Order Supplementing Assessment Roll, Levying Assessments Against the Property on the Supplemental Assessment Roll for the Remainder of the 10-Year Period, and Setting the Assessment Rate for the Year 2013 for HCID #6;

Adopt Order Supplementing Assessment Roll, Levying Assessments Against the Property on the Supplemental Assessment Roll for the Remainder of the 10-Year Period, and Setting the Assessment Rate for the Year 2013 for HCID #11.

The board considered the Hearing Examiner's reports and orders for both HCID #6 and HCID #11 together. Mr. Lord reviewed each document and responded to board questions. Upon motion by Director Robinson, seconded by Director Mitchmore, the board voted unanimously to approve and adopt all documents as presented.

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 Mitchmore and being seconded by Director Stinson, 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 including updates on the recently held luncheon and forum for real estate professionals, negotiation of a contract with a lighting design contractor, and progress made toward leasing new patrol vehicles for the District's public safety force. Ms. Larson provided a report on holiday activities, including the decorating contest and holiday lighting event. Mr. Lawrence provided additional information about the luncheon and forum for real estate professionals, noting that it was very well received and attendance was at capacity.

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.

Chairman Wynn announced that the board would enter closed session at 12:29 p.m. to discuss matters with the District's legal counsel regarding litigation.

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

Chairman Wynn reconvened the meeting in open session at 12:45 p.m. The board took no actions.

Receive Nominations Committee recommendation for reappointment and appointment of expired positions to the Board of Directors.


Mr. Calderón submitted the Nominations Committee's recommendations for board appointments to be re-submitted to the Mayor and Houston City Council for review and approval. He responded to board questions. Upon motion by Director Robinson, seconded by Director Stinson, the board voted unanimously to approve the committee's recommended candidates list and to authorize its submission to the Mayor and City Council.

Announcements

Director Robinson reminded all meeting participants and attendees to vote in the City's run-off election. Chairman Wynn announced that the next Montrose Management District board meeting is scheduled for January 13, 2014.

Adjourn.

There being no further business to come before the Board, Chairman Wynn adjourned the meeting at 12:56 p.m.


Secretary, Board of Directors
Montrose Management District

