

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

February 9, 2015

DETERMINE QUORUM; CALL TO ORDER.

The Board of Directors of the Montrose Management District held a regular meeting, open to the public, on Monday, February 9, 2015, 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 -	<i>vacant</i>	Position 10 -	Michael Grover
Position 3 -	Randy Mitchmore, <i>Vice Chairman</i>	Position 11 -	<i>vacant</i>
Position 4 -	Cassie Stinson, <i>Secretary</i>	Position 12 -	Brad Nagar
Position 5 -	Lane Llewellyn	Position 13 -	Dan B. Leverett
Position 6 -	Robert Jara	Position 14 -	<i>vacant</i>
Position 7 -	Ryan Haley	Position 15 -	Randall Ellis
Position 8 -	Stephen L. Madden		

and all were present, with the exception of Directors Llewellyn and Ellis, thus constituting a quorum. Also present were Bill Calderon, David Hawes, Linda Clayton, Gretchen Larson and Tony Allender, all with Hawes Hill Calderon, LLP; Clark Lord, Bracewell & Giuliani; Pat Hall, Equi-Tax, Inc., Felecia Alexander, Municipal Accounts & Consulting; and Ray Lawrence, Lawrence & Associates. Others attending the meeting were Dennis Beedon, Montrose Business Ambassador; Officer Victor Beserra, HPD; Daphne Scarbrough, Richmond Avenue Coalition; Tawny Tidwell; Jack Valinski; Claire Siegel, Snap Kitchen; Ray Valdez, Avondale Association; Lee Anne Dixon, Walter P. Moore; Mary Blitzler, Bike Houston; and Cathleen Lynch and Austin Taphorn, both with Kudela & Weinheimer. Chairman Wynn called the meeting to order at 12:02 p.m.

APPROVE MINUTES OF PRIOR MEETING.

Upon a motion duly made by Director Grover, and being seconded by Director Mitchmore, the Board voted unanimously to approve the Minutes of the January 12, 2015, Board meeting, as presented.

ACCEPT OATHS OF OFFICE, SWORN STATEMENTS, AND BONDS FROM NEWLY APPOINTED BOARD MEMBERS.

No newly appointed Board members were present, no action from the Board was required.

RECEIVE PUBLIC COMMENTS.

Claire Siegel introduced herself to the Board. She is the dietician at the newly opened Snap Kitchen in the Montrose District. She provided information and handouts on Snap Kitchen.

RECEIVE AND CONSIDER DISTRICT'S MONTHLY FINANCIAL REPORT, INCLUDING PAY INVOICES.

Ms. Alexander presented the monthly Financial Report, Quarterly Investment Report and went over invoices, included in the Board agenda materials. Upon a motion duly made by Director Leverett, and being seconded by Director Mitchmore, the Board voted unanimously to accept the Financial Report and approved payment of invoices, as presented.

ACCEPT BOOKKEEPER/INVESTMENT OFFICER'S ANNUAL DISCLOSURE UNDER THE PUBLIC FUNDS INVESTMENT ACT.

Upon a motion duly made by Director Hubbard, and being seconded by Director Madden, the Board voted unanimously to accept the Bookkeeper/Investment Officer's Annual Disclosure, as presented.

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

Mr. Calderon reviewed the Resolution, included in the Board agenda materials. He reported he was not aware of any changes to the list of qualified broker/dealers and was recommending the Resolution be approved. Upon a motion duly made by Director Mitchmore, and being seconded by Director Haley, the Board voted unanimously to adopt the Resolution regarding Annual Review of Investment Policy and List of Qualified Broker/Dealers, as presented.

EXECUTIVE DIRECTOR'S REPORT. CONSIDER THE FOLLOWING ACTIONS:

a. Approve contract with Harris County for nuisance abatement services.

Mr. Calderon reviewed the Interlocal Agreement, County Attorney Community Protection Program, included in the Board agenda materials, and answered questions. He reported there was no change in the rate from last year and the District would be sharing the costs with East Aldine Management District and International Management District. He reported the agreement had been reviewed by legal counsel. Director Grover expressed his objection to the agreement. Upon a motion duly made by Director Madden, and being seconded by Director Stinson, the Board voted to approve the Interlocal Agreement as presented; Director Grover opposed. The motion passed.

Mr. Calderon provided an update on Committee meetings. He reported the Marketing and Business Relations Committee continued work on the bi-annual newsletter. He reported the new design of the District's website should be finalized at the end of March. He reported the bridge and lighting plans were final and waiting for formal review. There was general discussion regarding the need to transfer the 20% project management fee of \$280,000 the first week of April to TxDOT. He answered questions regarding the expected timeline. There was general discussion regarding the process of being able to get the 20% advance fee back if the plans were not approved by TxDOT. Officer Beserra presented the crime statistics report and answered questions.

Lee Anne Dixon, with offices of Walter P. Moore, provided a presentation on the bike lanes signage and striping project, a copy is attached as Exhibit A. She highlighted on the general goals of the project and ways to improve striping at intersections. Maps were provided showing (a) short-term projects for bikeway network, a copy is attached as Exhibit B; and (b) long-term projects for bikeway network, a copy is attached as Exhibit C.

Cathleen Lynch, Kudela & Weinheimer, provided a presentation on proposed landscaping improvement plans, a copy is attached as Exhibit D. She provided information on proposed placement of identity markers and the design and layout of esplanades. She reported they were proposing sustainable plants that were native or adaptable.

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

Ms. Hall presented the Monthly Assessment Collection Report, and answered questions. She reported 87% collected in the East zone and 90% collected in the West zone. Director Hubbard reported the Finance Committee had reviewed delinquent assessments due and were recommending several to file suit on. No action from the Board 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 THE SAME.

RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTION BY LEGAL COUNSEL RELATED TO ITEM 8 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 1:16 p.m.




Secretary

List of Exhibits:

- A. Presentation from Walter P. Moore regarding bike signage and striping
- B. Map showing bikeway network
- C. Map showing proposed long-term bikeway network
- D. Presentation from Kudela & Weinheimer regarding proposed landscaping improvements

Montrose Management District Enhancing Montrose Bike Signing and Striping



WALTER P MOORE

Montrose Goals Related to Bikes

- Provide network of options for range of skill types
 - Complete system (identify priority for each corridor)
- Enhance recognition of bike activity
 - Improved signage
 - Improved striping
- Improve connections
 - Across barriers
 - To greenways
- Communication
- Maintenance



WALTER P MOORE

Bike Strategy

→ Short Term

- Target projects that can be completed within a year with current funds

→ Medium Term

- Coordinate with agencies on street reconstruction projects

→ Long Term

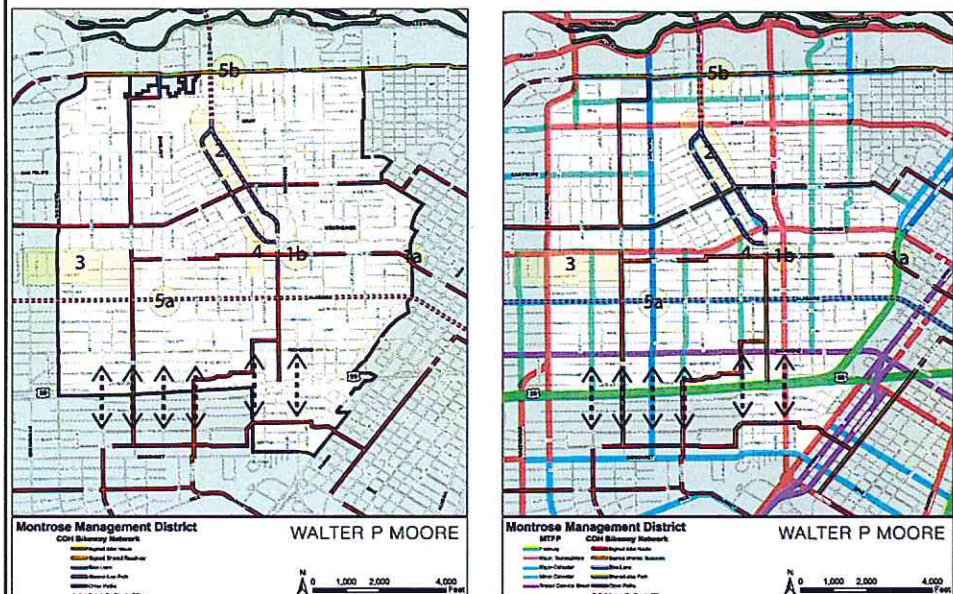
→ Engage bike community

→ Map long term vision

→ Develop maintenance plan

WALTER P MOORE

Montrose Bike Network and MTFP (See Handouts)



#1a Hawthorne/Bagby/Smith



WALTER P MOORE

#1a Hawthorne/Bagby/Smith

→ Looking West



→ Looking East



WALTER P MOORE

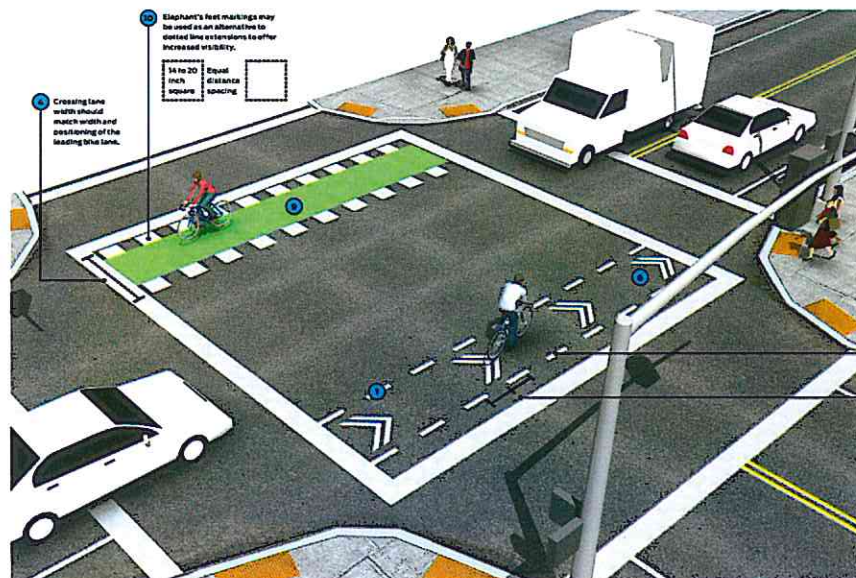
#1a Hawthorne/Bagby/Smith

→ Looking East across Bagby to Smith



WALTER P MOORE

Intersection Crossing Markings



WALTER P MOORE

Intersection Crossing Markings



Dotted Line Extensions



Shared Lane Markings



Colored Conflict Area



Elephant's Feet

WALTER P MOORE

#1b Hawthorne at Montrose



WALTER P MOORE

#2 Waugh Bike Lane



	Lane	Lane	Bike	
Existing	14	10	4	= 28 feet paved width
Proposed	11	11	6	= 28 feet paved width

WALTER P MOORE

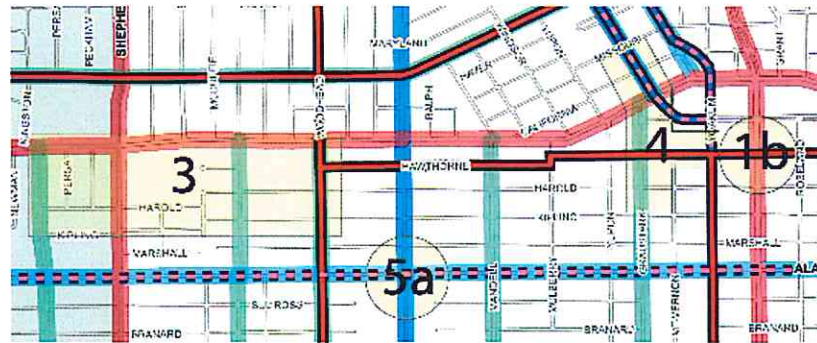
#2 Commonwealth Bike Lane



	Parking	Lane	Lane	Bike	
Existing	10	11	11	4	= 36 feet paved width
Proposed	8	11	11	6	= 36 feet paved width
Or					
	Parking	Bike	Lane	Lane	
Proposed	8	6	11	11	= 36 feet paved width

WALTER P MOORE

#3 Hawthorne/Harold Connection to Shepherd



WALTER P MOORE

#4 Westheimer Crossing



WALTER P MOORE

#5a W. Alabama (under design; will include bike striping)
- Consider Pilot Project with City at W. Alabama and Dunlavy



WALTER P MOORE

#5b Dallas St. (consider alternative crosssections)

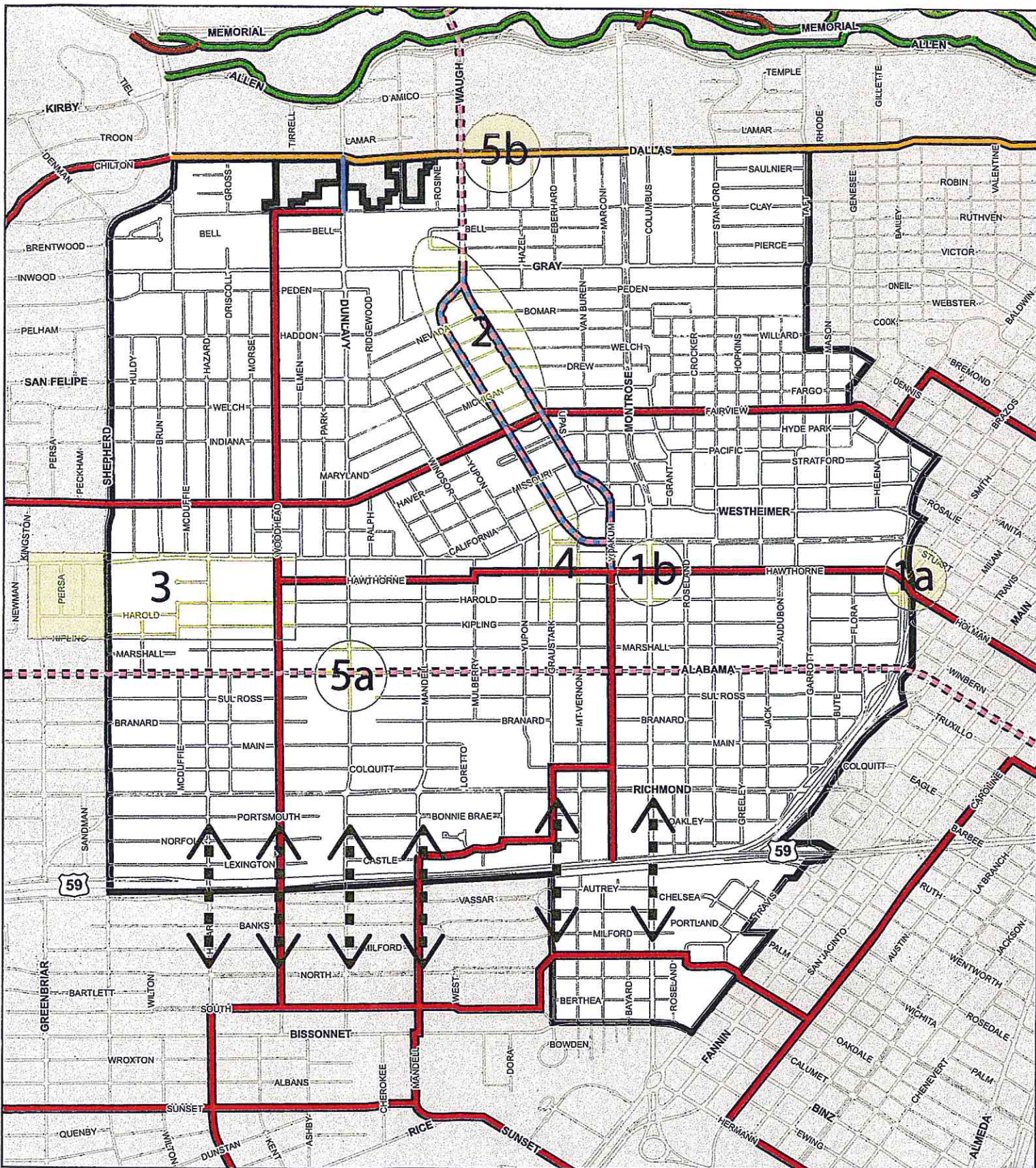


WALTER P MOORE

Next Steps

- Engage bike community
- Short term improvements
 - Cost estimates
 - PS&E
- Prepare Overall Strategy Map
- Maintenance Plan

WALTER P MOORE



Montrose Management District

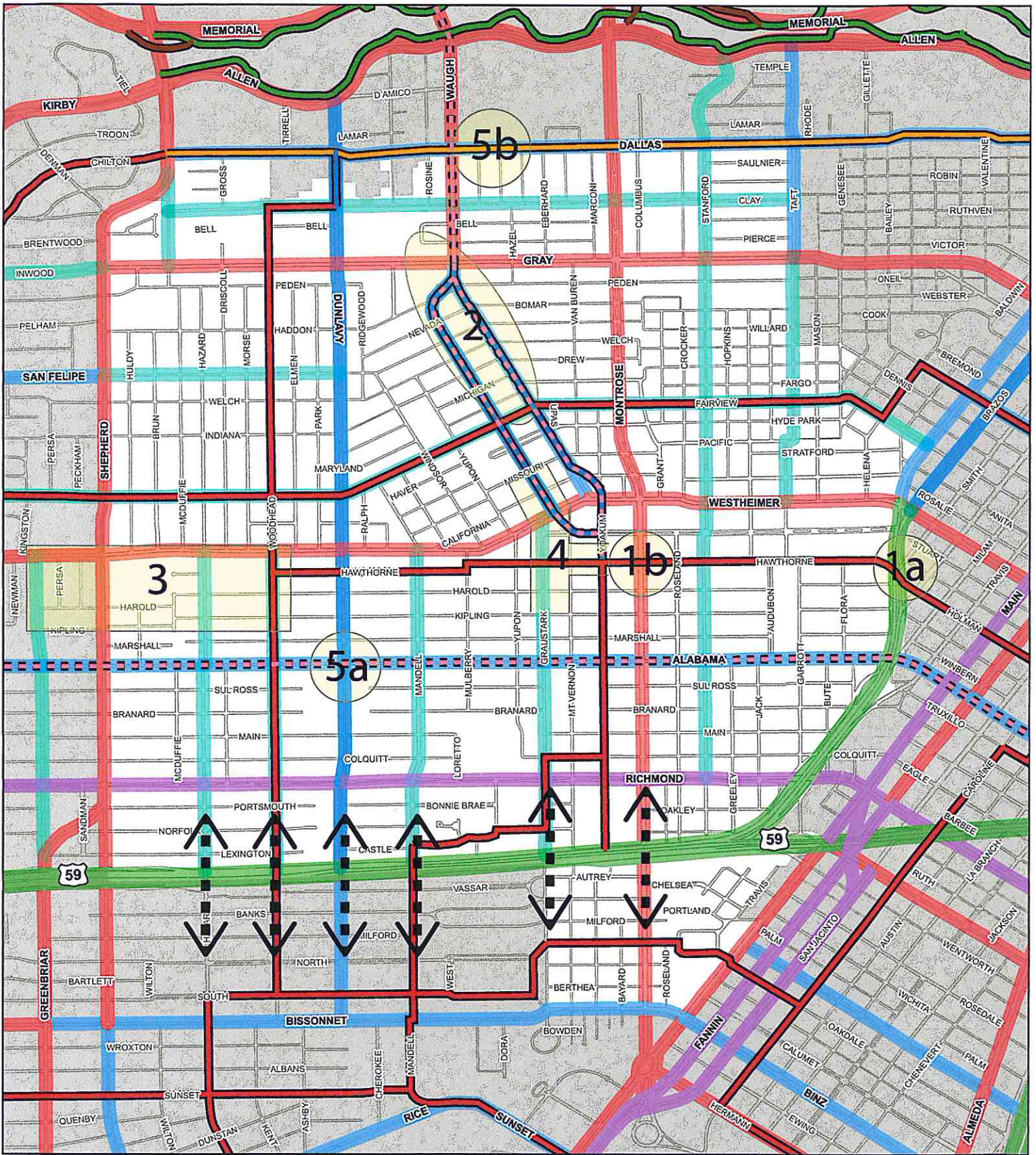
COH Bikeway Network

- Signed Bike Route
- Signed Shared Roadway
- Bike Lane
- Shared-Use Path
- Other Paths
- - - Future On-Street - COH

WALTER P MOORE



exc



Montrose Management District

WALTER P MOORE

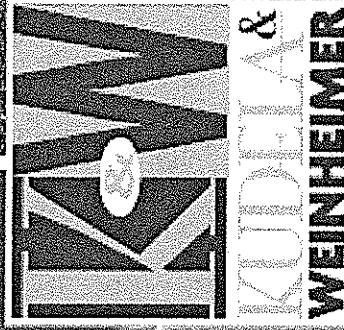
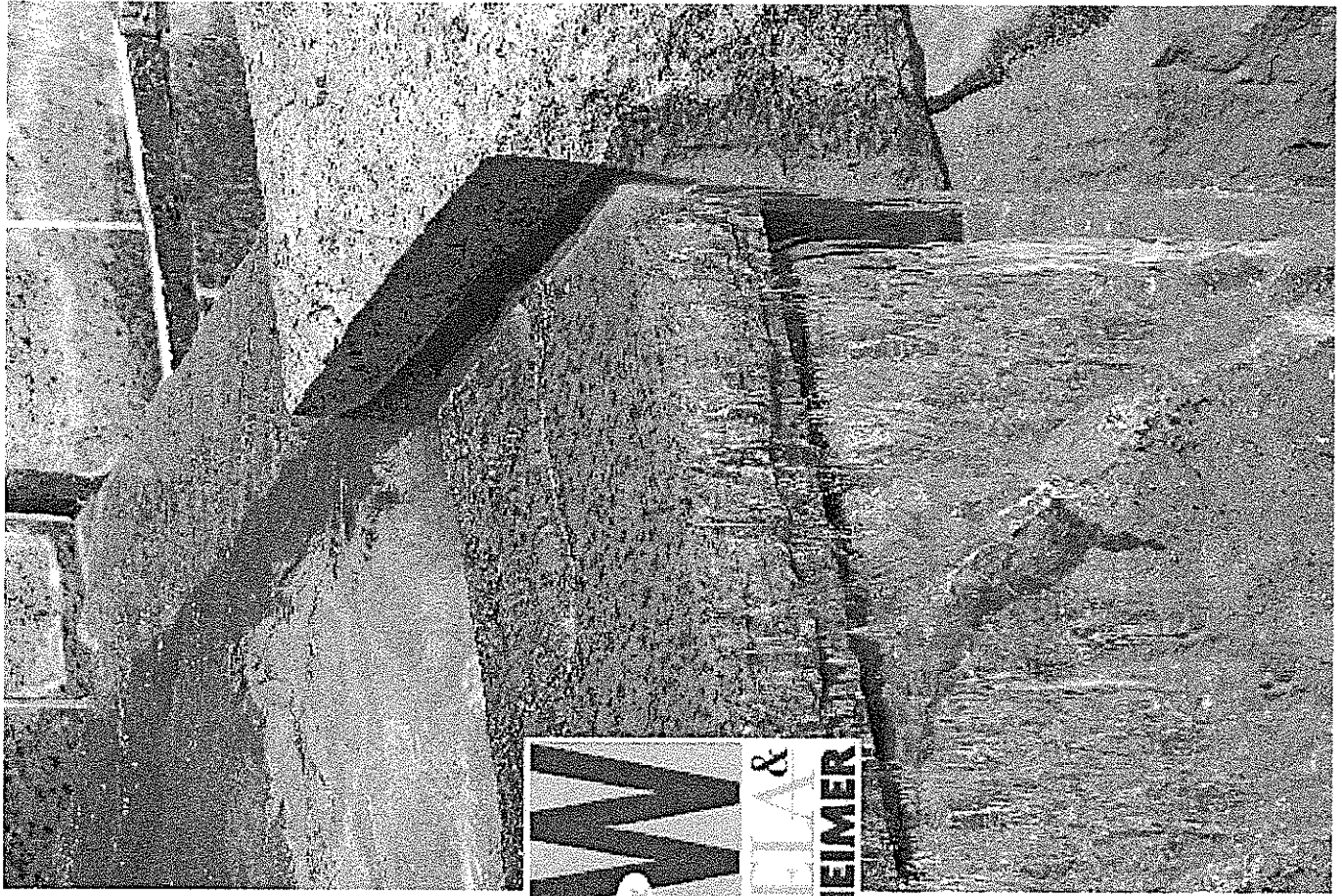
MTFP

COH Bikeway Network

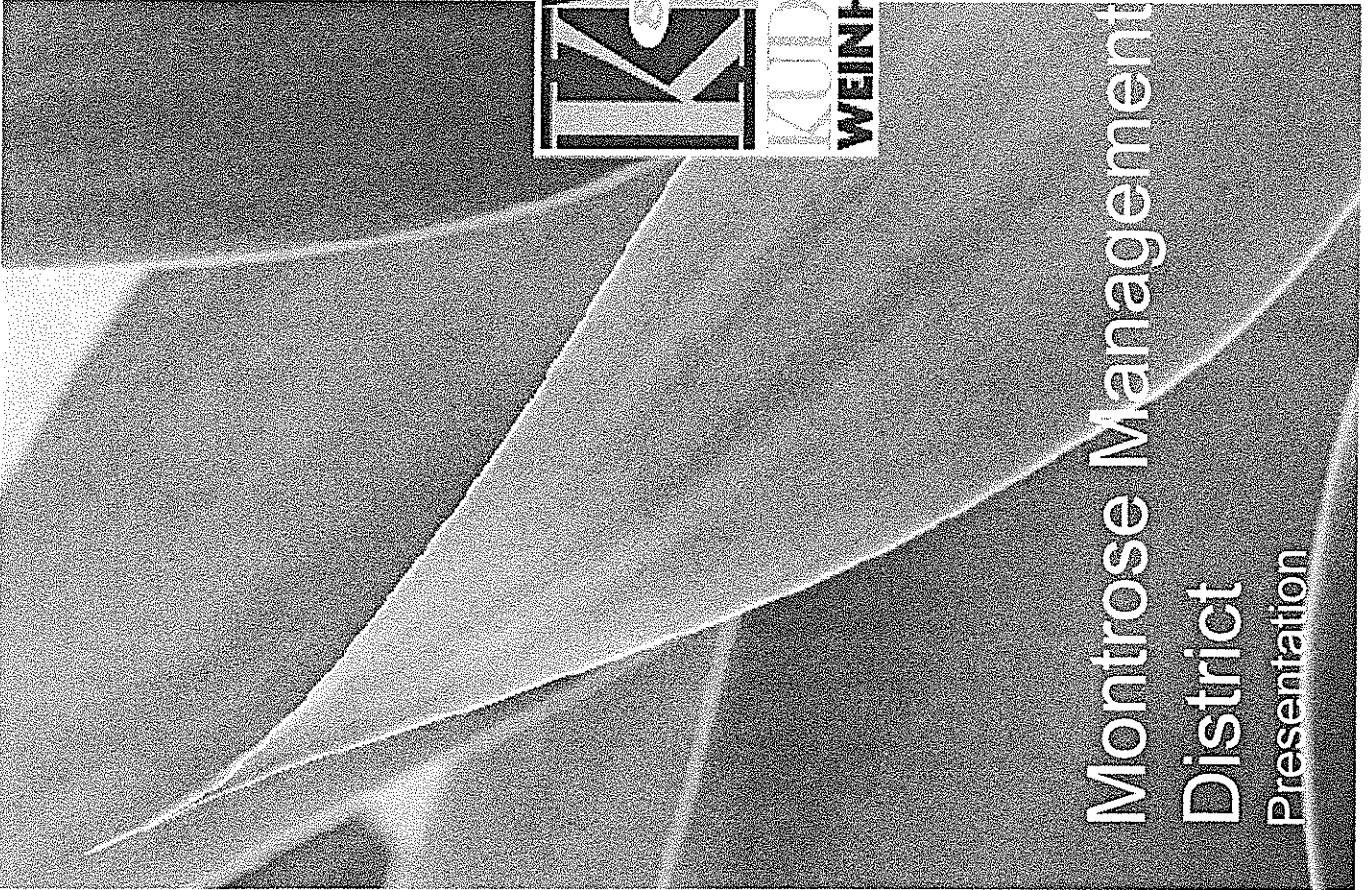
- Freeway
- Major Thoroughfare
- Major Collector
- Minor Collector
- Transit Corridor Street
- Signed Bike Route
- Signed Shared Roadway
- Bike Lane
- Shared-Use Path
- Other Paths
- Future On-Street - COH



0 1,000 2,000 4,000 Feet



Montrose Management District Presentation





LEGEND

-  Identity Marker Locations
-  Initial Median Improvement Locations
-  Secondary Median Improvement Locations

Montrose District Improvements

The Montrose District

Overall District Analysis

Scale: 1" = 20' - 0"

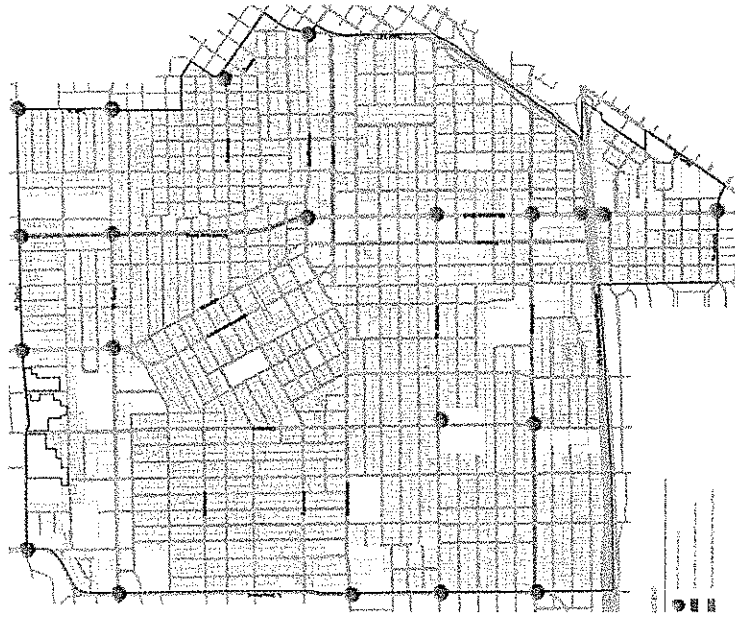
February 2015



Landscaping Architects
7555 Oakleaf Road
Suite 210
Houston, Texas 77024
713.867.5097

402510N - 15W - 0101010

Project Scope



Median Improvement Locations

Major Intersections

- Adjacent to proposed

Identity Markers

- 20 Medians in Phase I
- Phase II to include remaining medians

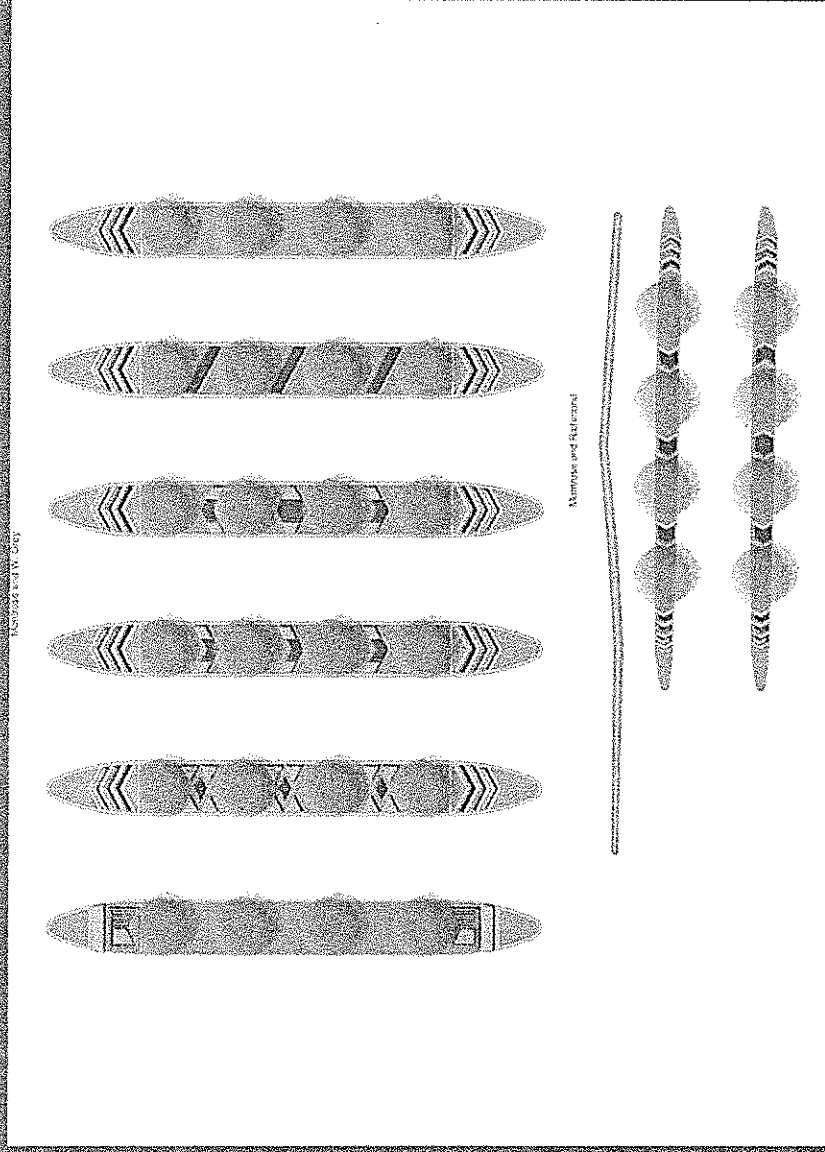
Scope of Improvements

- Montrose Blvd.
- Richmond Ave.
- Lovett St.
- Yoakum Blvd.

District Boundaries



Median Improvement Examples



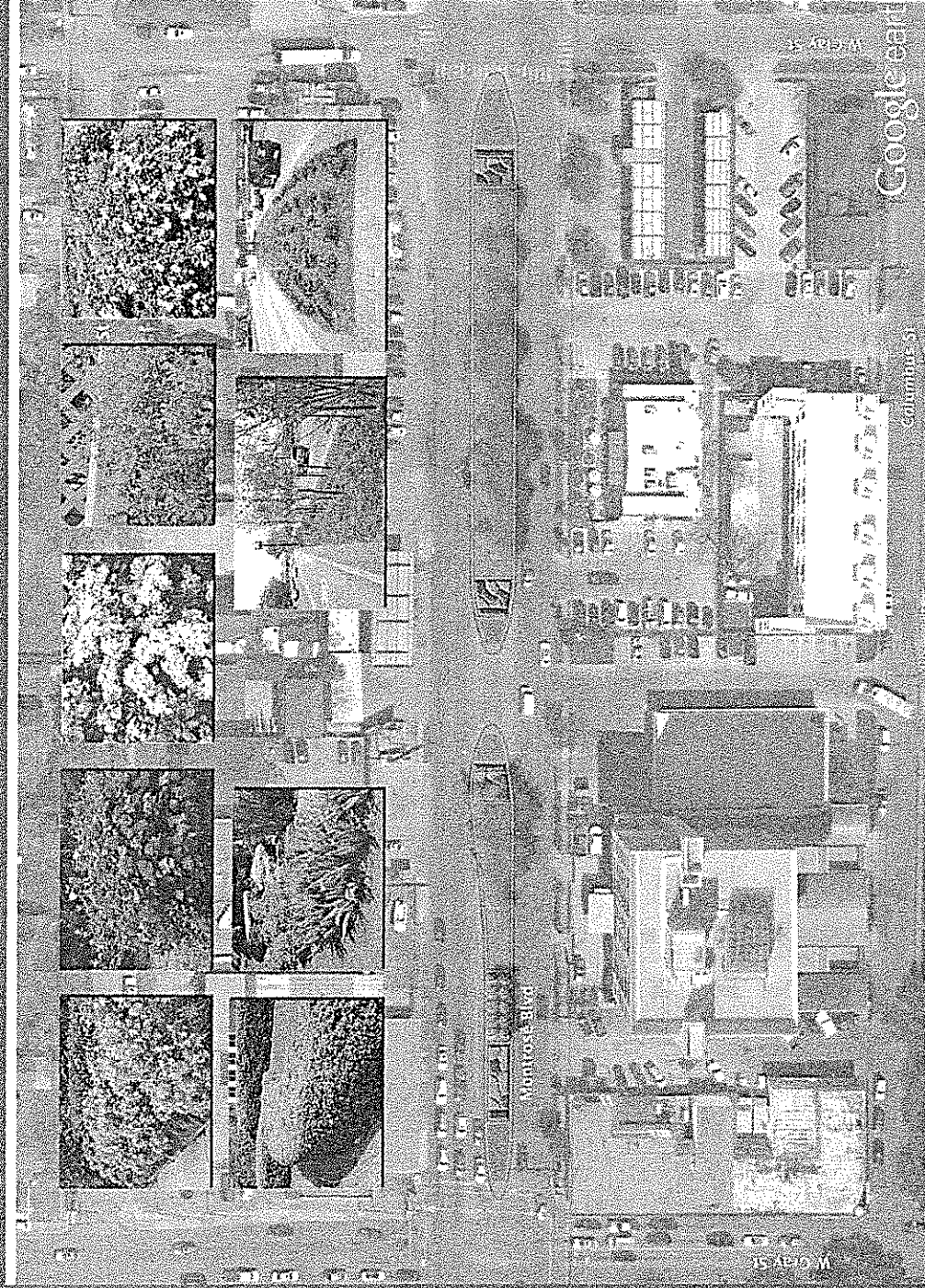
Design Options



Montrose Management
District Presentation

Median Planting Examples

Typical Street Layout

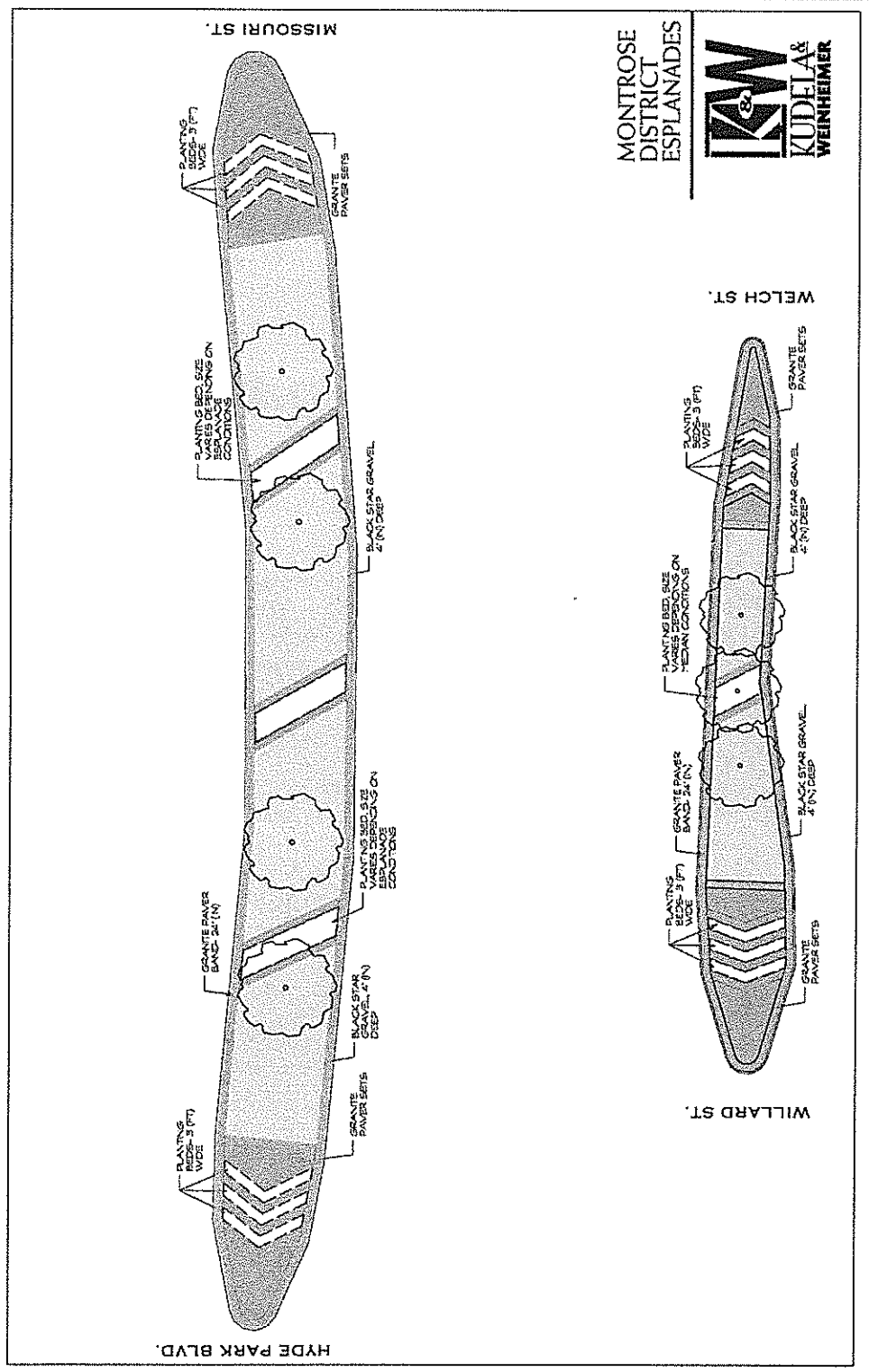


Median Placement

Montrose Management
District Presentation



Proposed Layout



Montrose Management
District Presentation

Median Layout



Materials



Granite Pavers

- Sand Biege- Sand Blasted Finish (Option 1)



- St. Cecelia Light- Sand Blasted Finish (Option 2)

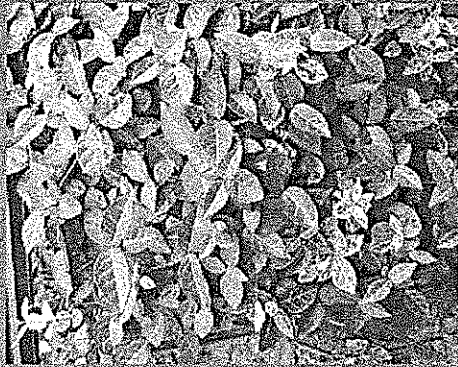


Paving Options

Montrose Management
District Presentation



Materials



Plant Material



Montrose Management
District Presentation

Estimated Construction Cost

• ~\$ 35,000 - \$40,000

Includes

- Demolition and Repair
- Granite Pavers and Sub-Base
- Black Star Gravel
- Plant Material
- Irrigation System

Price Breakdown



Montrose Management
District Presentation

Estimated Schedule

- Finalize Design
- Begin surveying medians and documenting existing conditions
- Compile data into construction drawings
- Submit construction documents to COH/Adopt an Esplanade
- Begin bidding process

Remaining Schedule



Montrose Management
District Presentation

Montrose Management District Presentation

