

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

June 13, 2011

Determine quorum; call to order;

The Board of Directors of the Montrose Management District held a meeting on Monday, June 13, 2011, at 12:00 p.m. noon at 5020 Montrose Boulevard, Suite 201, Houston, TX 77006, inside the boundaries of the District, and open to the public. Vice Chairman Mitchmore called the meeting to order at 12:06 p.m., and the roll was called of the duly appointed members of the Board, to wit:

Position 1: Claude Wynn, *Chairman*
Position 2: Allen Ueckert
Position 3: Randy Mitchmore, *Vice Chairman*
Position 4: Cassie Stinson, *Secretary*
Position 5: Michael Carter
Position 6: Marchris Robinson
Position 7: Dennis Murland
Position 8: Robert Jara

Position 9: Kathy Hubbard, *Treasurer*
Position 10: Michael Grover
Position 11: Tom Fricke
Position 12: Brad Nagar, *Ass't Secretary*
Position 13: Tammy Manning
Position 14: David Robinson
Position 15: Randall Ellis

and all of the above were present with the exception of Chairman Wynn and Directors Nagar and Ueckert, thus constituting a quorum. Also present at the meeting were David Hawes, Gretchen Larson and Josh Hawes, Hawes Hill Calderon, L.L.P.; Darrell Hawthorne, Municipal Accounts and Consulting, L.P.; Patricia Hall, Equi-Tax, Inc.; Clark Lord, Vinson & Elkins, L.L.P.; and Pahl Samson, CURB Branding. Also in attendance were Brian Toldan, McCall Gibson Swedlund Barfoot, P.L.L.C.; Bob Rose; Lane Llewellyn, the Milieu Corp.; Carol Rensink, Cherryhurst Civic Association; G.W. Jacobson; Ken Fountain, Examiner Newspaper; and Daphne Scarborough, Richmond Avenue Coalition.

Approve minutes of meeting held April 11, 2011;

Upon a motion duly made by Director Stinson and being seconded by Director Ellis, the Board voted unanimously to approve the minutes of its meeting held April 11, 2011.

Receive public comments;

Ms. Scarborough inquired about the nature of the study currently being conducted by Walter P. Moore and whether any collaboration is taking place with METRO regarding traffic congestion issues. Mr. David Hawes invited Ms. Scarborough to obtain more information about the project following the meeting, noting that the District's current study is not traffic congestion related.

Ms. Rensink said that she is present to answer any questions related to the proposed closing of the Cherryhurst Community Center to be discussed later in the meeting.

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. Following discussion, and upon a motion duly made by Director Ellis and being seconded by Director Stinson, the Board voted unanimously to approve the Montrose Management District's monthly financial report and pay invoices.

Receive Montrose Management District's monthly Assessment Collection Report and Billing and Assessment Summary, Lawsuit and Arbitration Status Detail, and Delinquent Assessment Report;

Ms. Hall briefed the Board with regards to assessments received year-to-date, as well as the status of lawsuits and arbitration matters. She noted that 91% of the assessments on the east side of the District have been collected for 2010. She said that 8% of the assessments on the west side of the District have been collected and that assessments will become delinquent as of July 1, 2011, accruing both interest and penalties. No action was taken.

Approve East Montrose Management District FY 2010 Audit Report;

Mr. Toldan briefed the Board. He said that the audit report being presented will be the final one for the East Montrose Management District, and that the consolidation of the east and west side districts will be reflected in the 2011 audit report. He said that the District has received an excellent audit. He then reviewed the audit report and answered questions from Board members, including a question about budget categories and expense allocations. Mr. David Hawes explained that the budget category titled "administrative expenses" also includes costs related to "project management" and should be re-titled to include both types of allocations. Mr. Josh Hawes noted that the Graffiti Abatement Program costs should be allocated to the Public Safety budget. Following discussion, and upon a motion duly made by Director Hubbard and being seconded by Director Stinson, the Board voted unanimously to approve the East Montrose Management District FY 2010 Audit Report subject to minor revisions including the two revisions discussed at the meeting relating to budget categories and expense classifications.

Receive and consider recommendations from the Public Safety Committee related to:

Patrol Activity Report for the month of April and May;

Mr. Josh Hawes reported that April and May were active months for the patrol officers, with a total of 69 arrests during this period. He said that due to an increase in burglaries to motor vehicles, the patrol officers plan to place "Report Cards" on vehicles in the area with tips for owners regarding methods to better secure their autos from possible thefts.

Purchase of a second patrol vehicle;

Mr. Josh Hawes said the Public Safety Committee recommends the purchase of a second security vehicle at a cost not to exceed \$24,000. After obtaining competitive pricing on Toyota, Chevrolet and Ford products, the committee recommends purchase of a Ford Escape. He noted that the Escape offers excellent gas mileage and that the officers from the Houston Police Department (HPD) also recommend and prefer the Ford Escape.

Mr. Josh Hawes said that the Committee is considering the creation of an Apartment Life group in order to assist the owners and managers of multi-family dwellings in addressing certain issues. Mr. David Hawes said that apartment programs might include offering assistance with residential credit reporting and after-school care for middle-school-aged children. Mr. Josh Hawes noted that approval has been received for a security camera to be placed in a retail center at the intersection of Westheimer and Montrose. Upon a motion duly made by Director Carter and being seconded by Director Stinson, the Board voted unanimously to accept the report and approve the purchase of a second patrol vehicle.

Receive update and consider recommendations from the Business and Economic Development Committee related to:

Presentation and Unveiling of the District Logo;

Ms. Larson unveiled the new District logo and distributed a "Montrose District Logo Design," dated June 13, 2011, hereby attached as Exhibit A. She also introduced Mr. Samson, noting that he designed the new logo. He explained the rationale for the logo design, including comments received from more than 600 people who provided input into the Visual Preference Survey. Mr. Samson distributed a list of "Montrose District Logo Graphic Standards," dated June 13, 2011, hereby attached as Exhibit B. There was discussion of possible venues and methods for using and featuring the new logo. Ms. Larson said that the logo will be added to the District's website, e-blasts, newsletters, etc. Following a round of applause, and upon a motion duly made by Director Stinson and being seconded by Director Hubbard, the Board voted unanimously to approve the new logo design. Also upon a motion duly made by Director Stinson and being seconded by Director Hubbard, the Board voted unanimously to authorize CURB Branding to use the new logo design in its business portfolio. The two motions were followed by more applause.

Discussion of Cherryhurst Community Center closure;

Director Robinson said that the Community Center is a vital and vibrant component of the area which is now in peril of being closed. He asked the Board to consider support to keep the facility open. Mr. David Hawes offered to discuss the matter with City and area leaders and to provide possible options and solutions to the Board for its consideration. No action was taken.

Receive Executive Director's Monthly Report on Action Initiatives in Support of the Montrose Management District;

Mr. David Hawes and Mr. Josh Hawes both thanked Board members for their support during Mr. Josh Hawes' recent hospitalization.

Mr. Josh Hawes said that the relighting of the Montrose Bridge has not yet occurred. He said that TxDOT is now offering to install LED lighting on all the bridges in the area. He said that the Mobility Inventory Study is underway on the west side of the District. Mr. David Hawes explained that the project is considered an extension of the original study in which the engineering firm Walter P. Moore was selected based on credentials and qualifications, as is the legal protocol for selecting professional services firms. Mr. Josh Hawes said that the District's new office is located in Suite 311 in this building and that the District's patrol vehicles will be kept there. No action was taken.

Adjourn.

There being no further business to come before the Board, Vice Chairman Mitchmore adjourned the meeting at 1:17 p.m.

Cassie B Stinson

Secretary, Board of Directors
Montrose Management District



List of Exhibits:

Exhibit A: "Montrose District Logo Design," dated June 13, 2011, CURB Branding

Exhibit B: "Montrose District Logo Graphic Standards," dated June 13, 2011, CURB Branding