

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

**August 11, 2014**

**DETERMINE QUORUM; CALL TO ORDER.**

The Board of Directors of Montrose Management District held a regular meeting, open to the public, on Monday, August 11, 2014, at 12:00 p.m. at 401 Branard Street, 2<sup>nd</sup> 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>Asst Secretary</i>
Position 5 - Lane Llewellyn	Position 13 - <i>vacant</i>
Position 6 - Robert Jara	Position 14 - <i>vacant</i>
Position 7 - <i>vacant</i>	Position 15 - Randall Ellis
Position 8 - <i>vacant</i>	

and all were present with the exception of Directors Thorpe and Heugel, thus constituting a quorum. Also present were Bill Calderon, Susan Hill, Linda Clayton, Phillip Wagner and Gretchen Larson, all with Hawes Hill Calderon, LLP; Clark Lord, Bracewell & Giuliani; Ray Lawrence, Lawrence & Associates; Barry Abrams, Blank-Rome; and Pat Hall, Equi-Tax, Inc. Others attending the meeting were Dennis Beedon, Montrose Business Ambassador; Victor Beserra, HPD; Tawny Tidwell, Daphne Scarbrough, Richmond Avenue Coalition and Jack Valinski, City of Houston. Chairman Wynn called the meeting to order at 12:04 p.m.

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

Chairman Wynn welcomed the new Board members and introductions were made by Ryan Haley and Steve Madden. Upon a motion duly made by Director Stinson, and being seconded by Director Llewellyn, the Board voted unanimously to accept the Oaths of Office, Sworn Statements and Bonds from Ryan Haley for position 7 and Steve Madden for position 8.

**RECEIVE PUBLIC COMMENTS.**

There were no public comments.

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

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

**APPROVE MINUTES OF MEETING HELD JULY 14, 2014.**

Upon a motion duly made by Director Hubbard, and being seconded by Director Mitchmore, the Board voted unanimously to approve the Minutes of the July 14, 2014, Board meeting, as presented.

**RECEIVE EXECUTIVE DIRECTOR'S MONTHLY REPORT ON DISTRICT INITIATIVES.**

Mr. Calderon reported the Marketing and Business Relations Committee continues planning the Fall Business Workshops. Ms. Larson reported the workshops would be covering three topics (1) B2B Marketing & Business Development; (2) Business Ethics in Professional Services; and (3) Marketing Analytics & ROI. Mr. Calderon reported they would be charging \$10 per person and were designed to target specific groups. Mr. Calderon went over the Business Ambassadors program numbers and reported the goal was to visit at least 80 businesses a month. He reported the Mobility and Visual Improvements Committee continues to work on the Special Parking application. He reported the final plans for the District lighting had been submitted to TxDOT. He provided an update on the District branding signs and answered questions. Officer Beserra presented the Patrol Summary Report for July, 2014, and answered questions. He provided an updated on the bicycle theft suspects and arrests made last week. There was general discussion regarding problems with the homeless at Alabama and Fountain. Mr. Calderon reported a retail workshop was held July 10 and the main concern was the District's infrastructure challenges. Director Stinson reported the process and costs associated with sidewalk repair deters businesses from repairing the sidewalks. There was general discussion regarding ways the District could become involved to simplify the process. No action from the Board was required.

- **Consider approval of bidding documents for District Branding Signage**

This item was tabled.

**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, included in the Board agenda materials. She reported 96% collected in the East zone with no uncertified properties and 96% collected in the West zone with no uncertified properties. She reported the 2014 certified numbers had not been received from HCAD as yet. She answered questions regarding delinquent accounts. No action from the Board was required.

**CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.017, TEXAS GOVERNMENT CODE, TO CONDUCT A PRIVATE CONSULTATION WITH ATTORNEY TO DISCUSS LITIGATION, AND MATTERS RELATED TO SAME.**

The Board convened in executive session at 12:59 p.m.

**RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTION BY LEGAL COUNSEL RELATED TO ITEM 8 ON THE AGENDA.**

The Board reconvened from executive session at 1:25 p.m. No action was taken.

**ANNOUNCEMENTS.**

Mr. Calderon reported he had met with Congressman Poe and provided an update regarding federal funding availability on mobility funds for the City of Houston.

**ADJOURN.**

There being no further business to come before the Board, Chairman Wynn adjourned the meeting at 1:28 p.m.

  
Secretary

