

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

**September 9, 2013**

**Determine quorum; call to order.**

The Board of Directors of the Montrose Management District held a meeting on Monday, September 9, 2013, at 12:00 p.m. 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 12:03 p.m., 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 (Dan Leverett pending)
Position 6: Vacant (Nebo Bandovic pending)	Position 14: David Robinson
Position 7: Vacant (Ryan Haley pending)	Position 15: Vacant
Position 8: Robert Jara (Steve Madden pending)	

and all of the above were present with the exception of Directors Hubbard, Llewellyn, Nagar and Thorpe, thus constituting a quorum. Also present at the meeting were Bill Calderon, Susan Hill, Josh Hawes, Gretchen Larson and Ray Lawrence, all of Hawes Hill Calderon, L.L.P.; Clark Lord, Bracewell & Giuliani, 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; Daphne Scarbrough, Richmond Avenue Coalition; Randall Ellis; Eugene Nosal, Avondale Association; Officer Victor Beserra, Houston Police Department; Johnna Carlson, U.S. Representative Ted Poe's Office; and Therese Alvarez, ASE Security.

**Approve minutes of meeting held August 12, 2013.**

Upon a motion duly made by Director Mitchmore and being seconded by Director Grover, the Board voted unanimously to approve the minutes of its meeting held on August 12, 2013.

**Receive public comments.**

Ms. Scarbrough commented that most of the District's assessment payers oppose the reclassification of Richmond Avenue as a transit corridor for METRO on the City's major thoroughfare plan, as is being considered by the Houston Planning Commission.



She said that by favoring the transit corridor re-classification, the Board is out of touch with its constituents. No action was taken.

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

The agenda item was postponed until later in the meeting.

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

The agenda item was postponed until later in the meeting.

**Receive Executive Director's Report on District initiatives.**

Mr. Calderon said that the full Executive Director's Monthly Report is included in the Board agenda materials. He then reported on Committee activity, noting that all Committees met this month. He said that the Marketing and Business Relations Committee will have an action item for the Board to consider later in today's meeting. He said that the Committee is working on its proposed FY 2014 budget for presentation to the Board. He said that the District's third in a series of business seminars is scheduled for Sunday, October 13, 2013. The topic is marketing and social media, and almost 100 individuals have registered to attend.

He distributed a marketing promotional postcard for an HEB-sponsored pet adoption event, dated September 9, 2013, hereby attached as Exhibit A. He said the Recycling Committee met on September 3, 2013 and that the next recycling event is scheduled for October 26, 2013. He reported that the recent Business Mixer held on August 22, 2013 at Eleven XI was well attended and that the next mixer will be held on September 22, 2013 at Cuchara. He distributed marketing promotional postcards for both of these business mixers, dated September 9, 2013, hereby attached as Exhibits B and C.

Mr. Calderon asked Mr. Lawrence to report on the Business and Economic Development Committee's initiatives. Mr. Lawrence said that a Real Estate Forum will be held on November 12, 2013 that will target developers, brokers and investors. The Forum will take place at La Colombe d'Or in Le Grand Salon. He said that the event has garnered three sponsors and that additional sponsors are being sought. He said there will be a panel of several, excellent guest speakers and that Chairman Wynn will emcee the event.

Officer Beserra reported for the Public Safety Committee and presented crime statistics for the month. He said that there were a total of 92 arrests during the month of August, including 6 felony arrests. Mr. Calderon said that an inspection report and a graffiti report are both included in the Board agenda materials. He said that increased use of the City's 3-1-1 Hotline to report service and repair requests is resulting in some successes with the Public Works Department. No action was taken.



**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 report. She said that the 2012 assessments are 97% collected to date on the east side of the District and 98% collected on the west side of the District. She said that the Harris County Appraisal District's 2013 certified property tax values reflect an increase. She said that lists of the Top Ten Assessment Payers and Ten Largest Delinquent Accounts are included in the Board agenda materials, as well as a report from the District's collections firm. She said that Supplemental Assessment Hearings should be scheduled soon for new properties within the District, as well as properties on which improvements were made during the year. No action was taken.

**Consider policy concerning waiver of penalty and interest.**

Mr. Calderon said that the Board had voted on this matter at last month's meeting. No action was taken.

**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. 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.

**Consider policy on expenditures up to \$4,000.00.**

Mr. Calderon explained the need for the policy. He said it would allow for occasional expenditures to be made between scheduled Board meetings, provided that the expenses are deemed necessary by the Chairman, a Committee Chair and the Executive Director. The Board would then be asked to ratify the expenses at its next Board meeting. Following discussion, and upon a motion duly made by Director Jara and being seconded by Director Mitchmore, the Board voted to approve the policy on expenditures up to \$4,000.00. *Director Grover voted against the motion.*

**Receive report and recommendations from the Marketing and Business Relations committee:**

- a) Purchase of iPads for the business ambassadors to use in their duties for the District. Budget not to exceed \$1,000.**

Mr. Calderon explained the need for the iPads and said that the devices would be District property. Following discussion, and upon a motion duly made by Director Grover and being seconded by Director Heugel, the Board voted unanimously to approve the

purchase of iPads for the business ambassadors to use in their duties for the District, with a budget not to exceed \$1,000.00.

**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.**

The Board convened in Executive Session at 12:31 p.m.

**Reconvene in Open Session and authorize appropriate action by legal counsel related to Item #10 on the agenda.**

The Board reconvened in Open Session at 12:38 p.m. No action was taken.

**Announcements.**

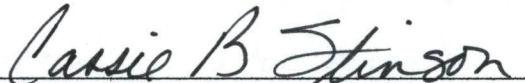
Director Stinson said that the Museum Area Municipal Association (MAMA) wishes to thank the District for its recent funding of the Bell Park Restoration Project.

Director Heugel said that a new bar will be opening soon at the location of the former Wendy's restaurant on Westheimer.

No action was taken.

**Adjourn.**

There being no further business to come before the Board, Chairman Wynn adjourned the meeting at 12:41 p.m.



Secretary, Board of Directors  
Montrose Management District



**List of Exhibits:**

- Exhibit A: "Marketing promotional postcard for HEB-sponsored pet adoption event," dated September 9, 2013
- Exhibit B: "Marketing promotional postcard for Eleven XI Business Mixer," dated September 9, 2013
- Exhibit C: "Marketing promotional postcard for Cuchara Business Mixer," dated September 9, 2013



the **FURRY INVASION**  
of **COSMIC COMPANIONS!**

Exh  
A.



**SATURDAY**  
**SEPTEMBER 14<sup>TH</sup>**  
**11 AM - 5 PM**



**H.E.B. MONTROSE MARKET**  
**1701 W. ALABAMA**



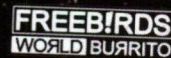
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Adoption Fees [Cash • MC • Visa] Puppies: \$37.50 | Dogs: \$25 | Kittens: \$17.50 | Cats: \$10

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MONTROSE  
**business  
MIXERS**

4<sup>th</sup> Thursdays  
5:30<sup>pm</sup> – 7:30<sup>pm</sup>

  
TRADITION BANK  
Local answers.

**October 24@**  
TRADITION BANK  
5020 Montrose

*Eye Elegance*  
FINE EYEWEAR

**November 14@**  
EYE ELEGANCE  
3939 Montrose

*...and dont miss our special  
Year End Celebration!*  
**December 12@ 5pm**

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GULF COAST SEAFOOD KITCHEN  


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THEN JOIN US AT NEW, EXCITING, AND TRENDY LOCAL PLACES!  
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MONTROSE  
**business  
MIXERS**

4<sup>th</sup> Thursdays  
5:30<sup>pm</sup> – 7:30<sup>pm</sup>

HC  
P

July 25@  
HOUSTON CENTER  
FOR PHOTOGRAPHY  
1441 West Alabama

*it's smart! it's fun! it's trendy!*  
upcoming dates: 10|24 11|14 12|12

**ELEVEN**  
**XI**  
RESTAURANT & BAR

August 22@  
**ELEVEN XI**  
607 W. Gray Street



September 26@  
**CUCHARA** 214 Fairview

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