

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

October 13, 2014

PRIOR TO A QUORUM – RECEIVE PUBLIC COMMENTS.

Ms. Artista Elisabet introduced herself. She extended an invitation and details on her fundraiser "I Cast 2 Empower" Breast Cancer Awareness to be held on November 14, 2014, at Bisong Art Gallery. All proceeds will go to MD Anderson Cancer Center.

DETERMINE QUORUM; CALL TO ORDER.

The Board of Directors of the Montrose Management District held a regular meeting open to the public, on Monday, October 13, 2014, 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:

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|--------------|---------------------------------------|---------------|-----------------------------------|
| 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 - | <i>vacant</i> |
| Position 4 - | Cassie Stinson, <i>Secretary</i> | Position 12 - | Brad Nagar, <i>Asst Secretary</i> |
| 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 Wynn, Thorpe, Hubbard, Nagar, Leverett and Ellis, thus constituting a quorum. Also present were Bill Calderon, Susan Hill, Linda Clayton and Marie Cortes, all with Hawes Hill Calderon, LLP; Clark Lord, Bracewell & Giuliani; Felecia Alexander, Municipal Accounts & Consulting; and Ray Lawrence, Lawrence & Associates. Others attending the meeting were Officer Victor Beserra, HPD; Dennis Beedon, Montrose Business Ambassador; Eugene Nosad, Avondale Association; Daphne Scarbrough, Richmond Avenue Coalition; Artista Elisabet and Tawny Tidwell. Vice-Chairman Mitchmore called the meeting to order at 12:06 p.m.

APPROVE MINUTES OF MEETING HELD SEPTEMBER 8, 2014.

Upon a motion duly made by Director Llewellyn, and being seconded by Director Grover, the Board voted unanimously to approve the Minutes of the September 8, 2014, 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 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. Mr. Calderon reported the Finance Committee had reviewed the invoices and were recommending approval of payment of invoices. Upon a motion duly made by Director Llewellyn, and being seconded by Director Haley, the Board voted unanimously to accept the Monthly Financial Report, and approved payment of invoices.

RECEIVE EXECUTIVE DIRECTOR'S MONTHLY REPORT ON DISTRICT INITIATIVES.

Mr. Calderon provided an update on Committee meetings. He reported the business mixer at Siphon had approximately 40 participants. Business Ambassador Beedon reported the Pride Parade was being moved downtown this year. Business Ambassador Cortes reported of a new restaurant opening. She reported she continues to receive positive feedback on the writers for the website. Mr. Calderon reported he had not received a date when the Special Parking Application was going before the Planning Commission and anticipates it to be sometime in November. Officer Beserra presented the Patrol Summary Report for the month and answered questions.

a. Consider supplemental work authorization related to the Livable Centers Grant application with WPM in an amount not to exceed \$10,000.

Mr. Calderon provided a handout regarding Livable Centers Call for Studies for Montrose Management District, a copy is attached as Exhibit A. There was general discussion regarding whether it was necessary to have Walter P. Moore assist with the application and provide a study of the District. Pros and cons were discussed as to the necessity of a study to submit for a grant. After discussion there was no motion to authorize Walter P. Moore to provide work related to the Livable Centers Grant application and this item was tabled.

b. Consider approval of an agreement with Muze Development Partners, LLC for web maintenance services.

Mr. Calderon reported after submitting the contract to Mr. Meza at Muze Development Partners to provide web maintenance, Mr. Meza would not enter into the contract. Mr. Calderon reported he had other companies interested in providing the website maintenance services and would bring a new contract to the Board for approval at the next meeting. No action from the Board was required.

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 98% collected in the East zone with no uncertified properties for 2013. She reported 97% collected in the West zone with no uncertified properties for 2013. She reported the supplemental assessment hearing was scheduled for October 27, 2014, at 9:30 a.m. Director Llewellyn volunteered to be the Hearing Examiner for the hearing. 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.

It was announced a Recycle Event was scheduled for October 25, 2014, from 10:00 a.m. to 2:00 p.m. at the H.E.B. on W. Alabama.

ADJOURN.

There being no further business to come before the Board, Vice-Chairman Mitchmore adjourned the meeting at 1:02 p.m.



Carrie B. Stinson
Secretary

List of Exhibits:

- A. 2014 Livable Centers Call for Studies – Montrose District

2014 Livable Centers Call for Studies – Montrose District

The Montrose District is situated just to the south and west of Downtown Houston, between Buffalo Bayou and US 59. The area, originally developed in 1911, has become home to an eclectic mix of single family homes, multi-family dwellings, low-rise office, retail, restaurants and cultural institutions. The District was one of the first inner-Loop neighborhoods to begin a strong revitalization in the late 1990's/early 2000's leading to a densification of both residential and commercial properties.

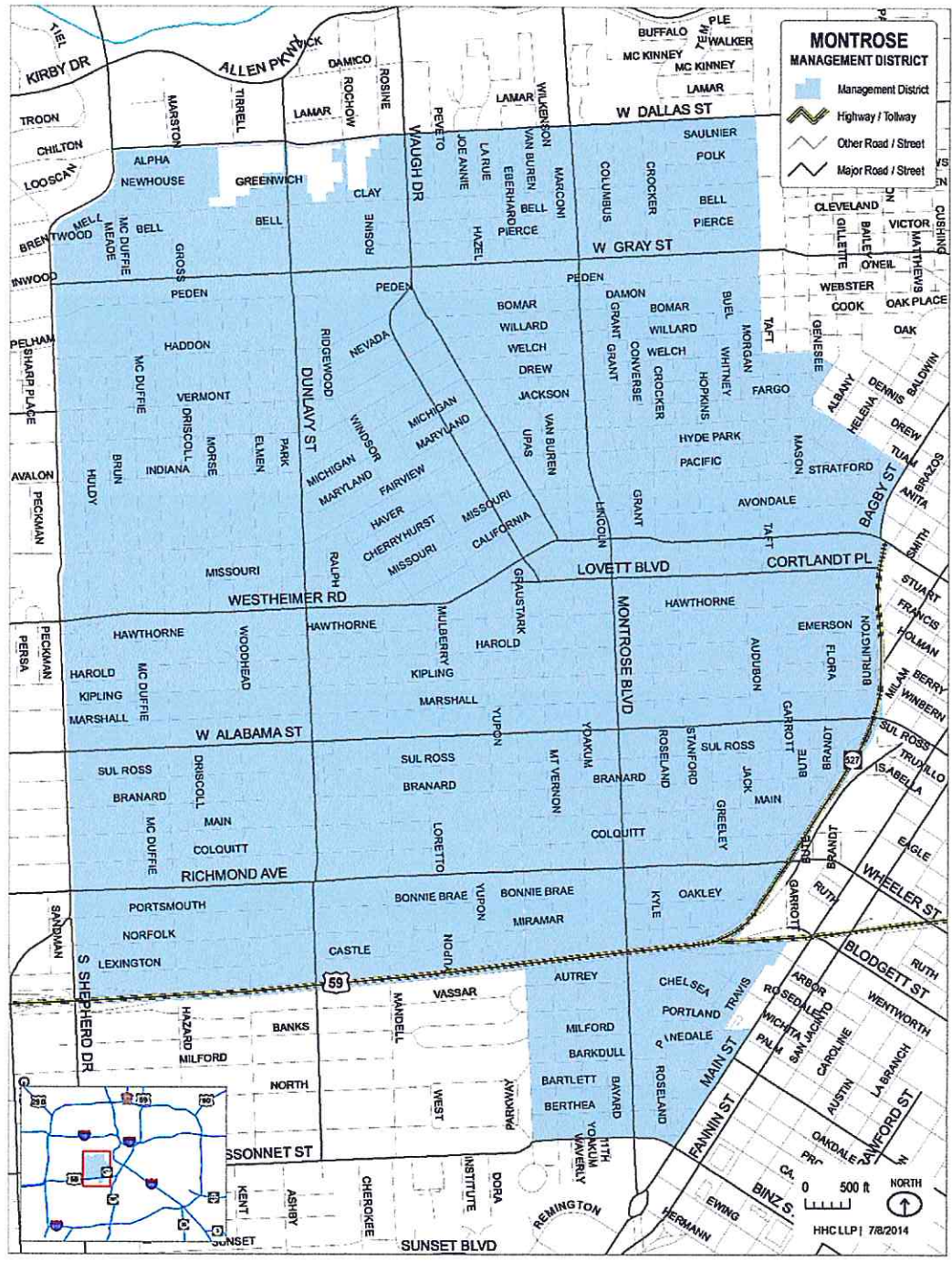
Montrose's location places it in the middle of three of Houston's largest business districts – Downtown, Texas Medical Center and Greenway Plaza. Montrose District is home to many of the employees of these business districts, as well as home to unique commercial and retail establishments frequented by residents and visitors alike.

The development density in Montrose exceeds many other areas in the Houston region, presenting both opportunities and challenges for continued growth and prosperity. The area is proposed to be served by six high-frequency transit lines resulting from Houston METRO's Reimagining plan; this level of transit service is among the highest in METRO's service area. Since Montrose was originally developed prior to the rise of the popularity of personal autos, many of the corridors that serve the District are relatively narrow and cannot handle the demand placed on these urban streets. This lack of vehicle capacity make the expansion of transit and other alternative modes of transportation necessary to Montrose's ability to maintain competitiveness in terms of growth and development.

The residents, business owners and stakeholders of Montrose District have also expressed strong desire for the area to retain its unique cultural identity and historical significance within the Houston region. This necessitates the need for Montrose to establish a framework for future planning of mobility, land use and necessary public infrastructure. Montrose District believes that the Livable Centers study process would be an integral step in the evolution of planning for Montrose District's future growth and enhanced quality of life.

Study Area:

Montrose Management District



Study Opportunities:

- Develop strategy to accommodate increasing residential and commercial density across the District
- Understand impact of 5 new high-frequency transit lines in the District (Dallas, Gray, Richmond, Montrose and Shepherd)
 - Identify ways to connect maximum number of people to alternative modes of transportation
- Understand impact of recent changes made to City's MTFP on corridors in District
 - Ensure adequate vehicular circulation within the District
- Quantify benefits of improved pedestrian infrastructure and transit accessibility from previous assessment of existing conditions
 - Quantify benefits for proposed mobility projects that come from Livable Centers study
- Address aging infrastructure of roadways, utilities, drainage, etc. to ensure these facilities do not restrain economic growth and provide superior quality of life for the residents, businesses and visitors of the Montrose District
- Identify sites for potential large-scale development projects within the District
 - Establish a framework that the City, developers and the Montrose District can all participate in the development process to ensure a development product that meets market demand as well as access and utility for the stakeholders of Montrose
- Ensure bicycle connectivity to Bayou Greenways and the City's Bikeway Program
 - The Montrose District continues to hear from its stakeholders that bicycle safety and connectivity are important for the area
 - Since Montrose District does not have any off-street bicycle facilities, the Livable Centers study effort will analyze the safety and efficiency of the existing on-street bicycle facilities in the area and make recommendations of additional and/or augmented bicycle routes that ensure connectivity to the Houston region's growing bicycle network
- Develop funding strategy for future Montrose District CIP
- Accommodations to make now for METRO's University Line
 - As the outlook for implementation of the University Line remains fluid, Montrose District will ensure that none of the proposed mobility or land use projects which come out of the Livable Centers study effort will not pose conflict with the proposed alignment of the University Line. Montrose District will focus on the high-frequency bus service proposed on Richmond through METRO Reimagining, with an eye toward the future potential of the University Line
- Implementation of Special Parking Area program
 - Montrose District is in the process of working with the City on the Special Parking Area (SPA). As part of the Livable Centers study effort, Montrose District will ensure that the opportunities provided by the SPA are complimentary to the land use and mobility goals for the entire District.
- Identification of crime/traffic incident hot spots

- Understanding any patterns of criminal activity and traffic crash incidents is important to addressing concerns of public safety through infrastructure planning. As data is available for the Montrose District, the Livable Centers study effort will identify clusters of crime/traffic incidents and identify measures that may be taken to improve the respective conditions
- Identify areas in need of increased pedestrian lighting
- Provide potential locations for parks/open space within the District
 - As well as make recommendations for improvements to existing parks/open spaces throughout the District.
- Improve pedestrian/bicycle connectivity between important destinations within the District (parks, schools, public facilities, etc.)
- Identify spaces for large public events (concerts, festivals, etc.)

Impacts of Study:

- Rapidly changing environments surrounding Montrose – Midtown, TMC, Upper Kirby and Buffalo Bayou
 - With all of the growth and redevelopment of Houston’s urban core, Montrose District will ensure that the changes coming to Montrose remain in sync with the goals of the larger region including public safety, mobility and connectivity improvements, quality of life enhancements, improvement of environmental quality and others.
- Ensure mobility connectivity within and to/from the District
- Maintain unique identity and sense of community
- Retail/multi-family done differently
 - Montrose District would like to continue the trend of more boutique-style commercial/retail developments as opposed to the “big box” developments occurring in less urban areas
- Shared parking between residents and businesses
- Decrease use of personal automobile (SOV)
- Enhanced public safety
- Increase opportunities for cyclists, pedestrians and transit users
- Develop CIP focus for Montrose District; highlight projects of need for consideration in the City’s CIP, Rebuild Houston and future funding opportunities
- Build off previous planning efforts including the Inner West Loop Mobility Plan, Montrose Mobility Study, etc.
- Enhance economic development potential
 - Location-specific opportunities at the intersections of Westheimer at Montrose and West Gray at Montrose
- Develop competitive capital projects for grant opportunities

Fulfilling Livable Centers Program Goals

- **Multi-modal travel opportunities**
 - As the Montrose District continues to densify with new commercial and residential developments, the availability of functional, safe and equitable transit, pedestrian and bicycle opportunities will be critical to managing vehicular congestion in the area. Since much of Montrose was developed before the popularity of personal autos, the roadway infrastructure was simply not designed to handle the traffic volumes of newer suburban developments. This limited capacity for personal autos place an elevated level of importance on the availability of alternative modes of transportation in the Montrose District.
- **Creating quality places**
 - Montrose already has a unique sense of place that creates makes the community unlike any other District in Houston. This identity includes places of historical significance, cultural institutions, art galleries and an eclectic mix of bars and restaurants. These destinations work together in creating a distinctive home for its residents and business owners. The Montrose Livable Centers Study will build off these attributes to strengthen and enhance the public infrastructure necessary to accommodate future community growth. Ensuring the betterment of infrastructure such as roadways, alternative mode transportation options, storm water drainage, parking and lighting will allow the Montrose District to fulfill the lofty vision of the stakeholders in Montrose.
- **Improve environmental quality**
 - As evidenced through the advanced planning and preliminary engineering effort undertaken by the Montrose District which resulted in the Montrose Mobility Plan, the Montrose District understands the value that long-term planning has on its community. The Montrose Mobility Plan effort identified strategies to improve vehicular travel times on the District's most congested corridors, upgrading pedestrian infrastructure, improving connectivity for cyclists and ensuring adequate linkages to existing transit services. All of these efforts are aimed at improving the quality of life for the District as well as reducing airborne emissions associated with heavy use of personal autos. The Montrose District looks to build on this and other previous planning efforts to better understand the relationship between mobility and land use changes throughout the District. The proposed Livable Centers study will have focus on the six high-frequency transit lines that will serve the Montrose District; and how to ensure that the residents and businesses will have safe and equitable access to transit services.
- **Promote economic development**
 - As the Montrose District continues to densify and redevelop, the Montrose District has come to embrace the challenges and opportunities presented by rapid growth and economic development. The area has experienced an increase in multifamily housing, retail and commercial developments in previous years; and this growth is anticipated to continue in the future. The form and pattern of development in the Montrose District is different than many other urban and suburban areas in the Houston region due to the smaller size and scale of many recent projects. As many of the parcels in Montrose have redeveloped multiple times over the past decades, the area has become denser, with smaller parcel sizes available for redevelopment. This presents unique opportunities

and challenges that requires a unique understanding of the relationship between land use, mobility, parking and other infrastructure. To ensure continued economic growth and prosperity in the Montrose District, these items need to be addressed without sacrificing the quality of life that is so important to the stakeholders of the District. The Livable Centers planning effort will help understand these complex relationships and focus on providing strategies to prepare the Montrose District for a bright and prosperous future.

Ability to Implement

Through a combination of staff and consult team, Montrose has the ability to plan and execute implementation of its future capital improvement program. Montrose District's involvement in the following efforts evidences their ability to plan and desire to address the infrastructure challenges facing the District:

- Montrose Mobility Study;
- Special Parking Area Study
- Contributed to Inner West Loop Mobility Study

If selected, Montrose District will contribute 20% cash match (plus 3% administrative fee) to the Livable Centers planning effort. Montrose District is working to obtain letters of support from local residents, businesses, elected officials and other stakeholders for the Livable Centers planning effort.