

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

May 11, 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, May 11, 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, Haley, Nagar, Leverett and Ellis, thus constituting a quorum. Also present were David Hawes, Holli Robinson, Linda Clayton, Gretchen Larson, Tony Allender and Jerry Lowry, all with Hawes Hill Calderon, LLP; Clark Lord, Bracewell & Giuliani; Pat Hall, Equi-Tax, Inc.; Felecia Alexander, Municipal Accounts & Consulting, and Dennis Beedon, Montrose Business Ambassador. Others attending the meeting were Officer Victor Beserra, HPD; Daphne Scarbrough, Richmond Avenue Coalition; Tawny Tidwell; and Eugene Nosad, Avondale Association. Chairman Wynn called the meeting to order at 12:10 p.m.

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.

There were no public comments.

RECEIVE REPORTS.

a. Public Safety

A report from the Public Safety Committee meeting held May 8, 2015, was distributed, a copy is attached as Exhibit A. Mr. Burks reported staff has contacted the City of Houston to discuss concerns related to street lighting obscured by trees. He reported staff would be attending HPD's Positive Interaction Program which meets on the first Tuesday of the month. He reported the Committee discussed placement of a security camera at L'Olivier Restaurant on Westheimer. He provided an update on the County Attorney's nuisance program. Officer Beserra presented the Patrol Summary for April, 2015, and answered questions. He reported trespass affidavits were expiring and the need to have new ones filed. No action from the Board was required.

APPROVE MINUTES OF REGULAR MEETING HELD APRIL 13, 2015.

Upon a motion duly made by Director Mitchmore, and being seconded by Director Grover, the Board voted unanimously to approve the Minutes of the April 13, 2015, Board meeting, as presented.

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 Reports, included in the Board agenda materials, and answered questions. She reported 95% collected in the east zone with no uncertified property. She reported 79 unsettled accounts for the east zone. She reported 95% collected in the west zone with a small amount of uncertified property. She reported 143 unsettled accounts. No action from the Board was required.

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

Ms. Alexander presented the Monthly Financial Report and went over invoices, included in the Board agenda materials, and answered questions. She reported checks numbered 4734 through 4738 for assessment refunds were voided due to a name change and were replaced with check number 4832. Upon a motion duly made by Director Grover, and being seconded by Director Mitchmore, the Board voted unanimously to accept the bookkeeper's report and approved payment of invoices, as presented.

RECEIVE REPORTS.

b. Mobility & Visual Improvements

Mr. Allender provided an update on the special parking area. He reported staff and Walter P. Moore met with the City and everyone is in agreement the District is ready to move forward. He reported on the direction of the mobility improvements, including, pedestrian, sidewalk, bicycle and parking aspects. Mr. Hawes provided an update with TxDOT and the bridge lighting project. No action from the Board was required.

c. Marketing and Business Development

Ms. Larson reported the redesign of the website was officially finished and she would be sending a link to the Board members to review before launching. She reported on the new website Accountability would now be a header where you can go to view the financial records, agendas and board books. She reported the next Committee meeting was scheduled for May 27. She reported the next quarterly Business Mixer was scheduled for June 25 at Boheme. She reported the District's Facebook had reached over 11,000 likes and the District's Twitter account had over 5,000 followers. No action from the Board was required.

d. Business Ambassador

Mr. Beedon presented the Business Ambassador report and reported 68 new visits for the month of April.

e. Business and Economic Development

Mr. Lawrence reported the Committee met on April 22 and notes from the meeting were included in the Board agenda materials. He provided an update on new development at Alabama and Mandell. He reported a new breakfast restaurant chain, Snooze, will be locating a new facility in the District. No action from the Board was required.

f. Executive Director

Mr. Hawes presented his Executive Director report and answered questions.

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 EXECUTIVE SESSION.


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 1:02 p.m.


Secretary

(Seal)

List of Exhibits:

- A. Public Safety Committee Memorandum, dated May 8, 2015

Memorandum

TO: Montrose Management District Board of Director
FROM: David Hawes
DATE: Friday, May 8, 2015
SUBJECT: Public Safety Committee Meeting

The Montrose District Public Safety Committee held a meeting at 9:00 am on Friday, May 8, 2015 at the Montrose District Office located at 5020 Montrose blvd, suite 311, Houston, Texas 77006.

Committee Members present were: Claud Wynn.
Guests present were: Julie Countis, Harris County Attorney's Office, Officer Victor Beserra, Houston Police Department.
Staff present were: Brian Burks and Holli Robinson.

The Committee was called to order at 9:05 am and adjourned at 10:54 am.

The Committee considered the following:

Discuss patrol activity report for the month of April:

Officer Beserra advised that April patrols netted the most arrests since the initiative began, with 69 total. He reported 6 Felony arrests, 264 calls for service, 1,325 Locations Checked, 28 Incident Reports with 1,560 BMV Report Cards issued. *See attached report.

Discuss curbside tree obstructions to street lighting:

Staff has reached out to the City of Houston to discuss concerns related to street lighting obscured by curbside trees. It is hoped that some minimal pruning can be done in areas of concern to improve the situation. Chairman Wynn advised that the district may wish to consider low level lighting in the future which would resolve the above issue.

Discuss PIP meetings:

The committee discussed schedules for HPD's Positive Interaction Program which meets on the first Tuesday of the month at 7:00 pm at Union Hall. Staff will attend this function.

Discuss ongoing camera installations:

A camera is scheduled to be placed at L'Olivier Restaurant, 240 Westheimer.

Update from Harris County Attorney's Office:

Assistant County Attorney Julie Countis reported filing a Nuisance Suit related to prostitution at a spa in the 2200 block of Richmond. The suspect arrested was also the business and property owner. An additional location is currently under investigation.

No fiscal action.



Shift Period: Apr-15
Total Hours Worked: 578:00
Total Miles Driven: 2,109

Crime Arrest Activity

Felony Arrests:	6
Misdemeanor Arrests:	67
Charges Filed:	32
Suspects in Jail:	69

Field Activity

Parking Tickets:	1
Citations:	6
BMV Report Cards:	1560
Crime Prevention:	475

Patrol Activity

Calls for Service:	264
CIT Calls:	0
Incident Reports:	28
Accident Reports:	0
Locations Checked:	1325

Warrants

Felony Warrants:	2
Misdemeanor Warrants:	2
City Warrants:	6
SETCIC Warrants:	8

Arrest Summary

Shift Period Apr-15	
Charge	# of Arrests
Assault	3
Burglary of a Motor Vehicle	2
Consumption of Alcohol at a Metro Bus Stop	1
Consumption of Alcohol on an Unlicensed Premise.	1
Criminal Mischief	1
Criminal Trespass	21
D.W.I.	1
Felon in Possession of a Firearm	1
Felony Theft	2
Felony Theft Warrant	1
Interfering with a Peace Officer	1
Misdemeanor Warrant	1
Parole Violation	1
Prostitution	3
Public Intoxication	25
Public Lewdness	2
Setcic Warrant	1
Walking in the Roadway Where Sidewalks are Provid	1
Total Arrests	69