

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

September 14, 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, September 14, 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 -	Tammi Wallace	Position 10 -	Michael Grover
Position 3 -	Randy Mitchmore, <i>Vice Chairman</i>	Position 11 -	Todd Edwards
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 Wallace, Edwards, Nagar, Leverett and Ellis, thus constituting a quorum. Also present were David Hawes, Holli Robinson, Linda Clayton, Jerry Lowry, Gretchen Larson, Tony Allender and Josh Hawes, all with Hawes Hill Calderon, LLP; Clark Lord, Bracewell & Giuliani; Pat Hall, Equi-Tax, Inc.; Caryn Adams, Municipal Accounts & Consulting; Dennis Beedon, Montrose Business Ambassador; and Ray Lawrence, Lawrence & Associates. Others attending the meeting were Officer Victor Beserra, HPD; Tawny Tidwell; Daphne Scarbrough, Richmond Avenue Coalition; and Kerri DaSilva, SWA Group. Chairman Wynn called the meeting to order at 12:04 p.m.

RECEIVE PUBLIC COMMENTS.

There were no public comments.

APPROVE MINUTES OF REGULAR MEETING HELD AUGUST 10, 2015, AND MINUTES OF SPECIAL MEETING HELD AUGUST 28, 2015.

Upon a motion duly made by Director Mitchmore, and being seconded by Director Llewellyn, the Board voted unanimously to approve the Minutes of the August 10, 2015, and August 28, 2015, Board meetings, as presented.

ACCEPT OATH OF OFFICE, SWORN STATEMENT, AND BOND FROM NEWLY APPOINTED BOARD MEMBER, TAMMI WALLACE.

Upon a motion duly made by Director Hubbard, and being seconded by Director Llewellyn, the Board voted unanimously to accept the Oath of Office, Sworn Statement and Bond for newly appointed Board member, Tammi Wallace.

RECEIVE UPDATE FROM MOBILITY AND VISUAL IMPROVEMENTS COMMITTEE.

Mr. Hawes reported the plans on the bridge lighting have been approved and provided an update on the process. He reported a letter has been sent to Houston-Galveston Area Council requesting funds for the project, a copy is included in the agenda materials. Mr. Allender provided an update on the esplanades and identity markers. He reported the Committee reviewed design plans for the esplanades. He provided an update on the special parking application. He reported a public hearing was being held on

October 1st at 2:30 p.m. and the City has sent out letters regarding the public hearing. Mr. Hawes provided an update on the Renew Houston project on Shepherd Drive. No action from the Board was required.

RECEIVE UPDATE AND RECOMMENDATIONS FROM FINANCE COMMITTEE.

b. Receive and consider District's monthly financial report, including pay invoices.

Ms. Adams presented the monthly financial report and went over invoices, included in the Board agenda materials. Mr. Hawes reported the Finance Committee had reviewed the reports and invoices and recommended approval of the same. Upon a motion duly made by Director Hubbard, and being seconded by Director Mitchmore, the Board voted unanimously to accept the monthly financial report and approved payment of invoices, as presented.

c. Consider purchase of conference room table for District office.

Mr. Hawes reported the request was to replace the small conference table in the District office in order to accommodate the committee meetings. There was general discussion regarding the table and chair expense. Upon a motion duly made by Director Llewellyn, and being seconded by Director Haley, the Board voted unanimously to approve the purchase of a conference room table and chairs for the District office, as presented.

a. 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, and answered questions. She reported 99% collected on the 2014 assessments in the east zone with no uncertified property. She reported the preliminary 2015 property values for the east zone were at \$532 million which was an approximate increase of 8%. She reported 98% collected on the 2014 assessments in the west zone with a small amount of uncertified property. She reported the west zone preliminary 2015 values were at \$1.209 billion which was an approximate 10% increase. Mr. Hawes requested Ms. Hall to provide him the preliminary numbers for use in preparation of the FY2016 budget. No action from the Board was required.

RECEIVE UPDATE FROM PUBLIC SAFETY COMMITTEE.

Officer Beserra presented the Patrol Summary for August, 2015, included in the Board agenda materials. Mr. Lowry updated the Board on the recent public safety committee meeting. A copy of the Minutes are attached as Exhibit A. There was general discussion regarding the two primary components of the public safety program (1) high visibility and (2) fear factor. He provided an overview of the last three year statistics and answered questions. He reported the committee discussed the Montrose Crawl event and public safety initiatives pertaining to the crawl. He answered questions regarding the mobile security cameras and fees and costs associated for businesses who elect to keep the cameras at a location at their cost. No action from the Board was required.

RECEIVE UPDATE FROM MARKETING AND BUSINESS DEVELOPMENT COMMITTEE.

Ms. Larson provided an update on the Marketing and Business Development Committee meeting. She reported a mayoral candidate article has been published on the District's website. She reported the quarterly business mixer will be held at Rosemont on September 24. She reported the bi-annual recycling event is scheduled for October 24. She reported the Business Ambassador made 42 visits for the month with 10 being completed. She reported the social media numbers are increasing. Mr. Beedon provided an update on new businesses in the District. No action from the Board was required.

RECEIVE UPDATE FROM BUSINESS AND ECONOMIC DEVELOPMENT COMMITTEE.

Mr. Lawrence provided an update on the Business and Economic Development Committee meeting. There was general discussion regarding the proposed new retail center at 1705 West Gray. He reported save the date flyers for the Fall Real Estate Forum scheduled for November 18 are scheduled to go out in mid-September. He reported it was anticipated to have 150 to 200 attendees. No action from the Board was required.

RECEIVE EXECUTIVE DIRECTOR'S MONTHLY REPORT.

Mr. Hawes reported the Executive Director's monthly report is included in the agenda materials and he had nothing new to add. 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 EXECUTIVE SESSION.

An executive session was not called.


ANNOUNCEMENTS.

There were no announcements.

ADJOURN.

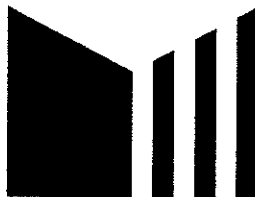
There being no further business to come before the Board, Chairman Wynn adjourned the meeting at 1:02 p.m.




Secretary ASSISTANT

List of Exhibits:

- A. Minutes from the Public Safety Committee Meeting, August 26, 2015



Memorandum

TO: Montrose Management District Board of Directors
FROM: David Hawes
DATE: Thursday, August 26, 2015
SUBJECT: Public Safety Committee Meeting

The Montrose District Public Safety Committee held a meeting at 10:00 am on Wednesday, August 26, 2015 at Tradition Bank located at 5020 Montrose Blvd., Suite 200, Houston, Texas 77006.

Committee Members present were: Claude Wynn, Brad Nagar and Jason Ginsburg.
Guests present were: Julie Countiss, Harris County Attorney's Office, Officer Victor Beserra, Houston Police Department.
Staff present were: Jerry Lowry, Brian Burks and Holli Robinson.

The Committee was called to order at 10:00 am and adjourned at 11:10 am.

The Committee considered the following:

Discuss Proactive Patrol activity report for the month of July

Officer Beserra advised that July patrols netted 56 arrests, with 7 Felonies and 40 Misdemeanors. There were 243 Calls for Service, 1,397 Locations Checked, 1,180 BMV Report Cards issued, and 1014 Crime Prevention (BMV pamphlets) distributed. See attached report.

Jerry Lowry provided a three-year overview of impactful numbers from the 2012-2015 district patrols coordinated by Officer Beserra. The numbers reflect the productivity and value of the investment perspective for Community Policing in Montrose.

The program has two primary components: 1. High Visibility Community Interactions aimed at developing confidence in the area through education, crime prevention, communication, crime deterrent patrols and business and citizen engagement. And, 2. Fear Factor of being arrested making those intent on committing crime to look elsewhere as they will be caught, arrested and prosecuted.

Here are the 2012-2015 results:

- High Visibility Community Interaction – *avg. week has 796 interactions or 6 per man-hour.*
 - 10,540 Calls from Constituents for Service
 - 47,532 Business Checks
 - 28,205 BMV Reports Cards Issued
 - 37,884 Crime Prevention Pamphlets Distributed

- Fear Factor Arrest Activity – *avg. week has 33 arrests/warrants served or 2 per each 8 man-hours*
 - 319 Felony Arrests
 - 2,742 Misdemeanor Arrests
 - 125 Felony Warrants Served
 - 1,630 City Warrants Served
 - 442 State-wide Warrants Served

Discuss “The Crawl” event

Jason Ginsburg updated the committee on the upcoming 9th Annual “Montrose Crawl” scheduled on Saturday, October 31st. It’s known as Houston’s biggest & best Halloween event. The Crawl includes 12 restaurants/bars between Dunlavy & Montrose on Westheimer. A portion of drink sales during the Crawl will be donated to the Houston Area Women’s Center. He is hiring 14 police officers for the night. The District will also assign officers using the District’s marked patrol vehicles during this event as well.

Update from Harris County Attorney’s Office

ACA Julie Countiss reported an article entitled ‘*The Power of Civil Enforcement*’ written by she and Celena Vinson was published in the July edition of Texas District and County Attorney Association. The District contracts with the County Attorney’s Office and keeps the committee updated as needed. ACA Countiss informed the committee she has several investigations under way in Montrose, but is not able to disclose particulars until a suit is filed.

The Montrose Management District has contracted for six (6) total camera units:

1. Barnaby’s - Will be relocated to Blacksmith Coffee
2. Chelsea Market - Will be relocated to 1003 Westheimer- PMRG Shopping Center (back lot)
3. Biscuit Home – 1435 Westheimer
4. Cuchara Shopping Center - Taft & Fairview
5. L’Olivier Restaurant - 240 Westheimer
6. Art Gallery Building - 4411 Montrose will take over monthly payments to keep camera in place. New unit to replace this one will be added at Westheimer & Montrose (front of PMRG Shopping Center).

Discuss Montrose Apartment Managers Meeting

Officer Victor Beserra will lead the first Montrose Apartment Manager's meeting on August 26, 2015 at The Westheimer. Representatives from eight multi-family apartments were invited to discuss crime related activities related to their unique businesses.

Graffiti Report

The committee reviewed a detailed report for graffiti abatement in Montrose. The month of July showed graffiti removal from 57 business properties, 204 public properties and 11 trash dumpsters. Year to date total 1,845 graffiti removals.

Discuss Ongoing or New Public Safety Issues in the District

The committee will discuss seasonal safety at the Public Safety and Security meeting on September 23, 2015 at 10 am.