

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

February 8, 2016

DETERMINE QUORUM; CALL TO ORDER.

The Board of Directors of the Montrose Management District held a regular meeting, open to the public, on Monday, January 11, 2016, at 12:00 p.m. at St. Thomas University, 3800 Montrose Blvd., Malloy Hall, Carol Tatkon Boardroom, 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 -	Ellyn Wulfe
Position 4 -	vacant, <i>Secretary</i>	Position 12 -	Brad Nagar, <i>Ass't Secretary</i>
Position 5 -	Lane Llewellyn	Position 13 -	vacant
Position 6 -	Robert Jara	Position 14 -	Todd Edwards
Position 7 -	Ryan Haley	Position 15 -	vacant
Position 8 -	Stephen L. Madden		

and all were present, with the exception of Directors Llewellyn, Haley, Wulfe and Edwards, thus constituting a quorum. Also present were David Hawes, Holli Robinson, Linda Clayton, Gretchen Larson and Tony Allender, all with Hawes Hill Calderon, LLP; Clark Lord, Bracewell & Giuliani; 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, Montrose MD social media strategist; Daphne Scarbrough, Richmond Avenue Coalition; Matt Brollier, COH; Cathleen Lynch, Kudela & Weinheimer; and Jennifer Roeser, Weingarten Realty. Chairman Wynn called the meeting to order at 12:05 p.m.

RECEIVE PUBLIC COMMENTS.

Mr. Matt Brollier stated he was speaking to the Board on a personal matter and not on behalf of the City. He provided a handout, a copy is attached as Exhibit A, on a proposal for crosswalk artwork installation in the District, specifically at the intersection of Westheimer and Taft. He stated the installation of artwork at the intersections would help draw attention to the crosswalks for safety precautions and to help prevent casualties.

APPROVE MINUTES OF REGULAR MEETING HELD JANUARY 11, 2016.

Upon a motion duly made by Director Grover, and being seconded by Director Hubbard, the Board voted unanimously to approve the Minutes of the January 11, 2016, Board meeting, as presented.

12:10 p.m. Director Ellyn Wulfe arrived meeting.

RECEIVE UPDATE AND RECOMMENDATIONS FROM FINANCE COMMITTEE:

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

Mr. Hawes reviewed the January assessment collection report, included in the Board agenda materials, and reported a 55% collection rate of the assessments in the east zone and a 40% collection rate of the assessments in the west zone. He reported assessments were due on February 1, 2016, and would be delinquent after that date. The board reviewed the top payers and delinquent accounts. No action from the Board was required.

- b. **Receive and consider District's Monthly Financial Report and approve invoices for payment.**

Ms. Adams presented the monthly Financial Report, Quarterly Investment Report ending December 31, 2015, and went over invoices, included in the Board agenda materials. She reported check number 5316 payable to University of St. Thomas in the amount of \$375.00 was not included in the report but was being presented for approval. Mr. Hawes reported the Finance Committee had reviewed the report and invoices and was recommending the Board to approve. Upon a motion duly made by Director Mitchmore, and being seconded by Director Madden, the Board voted unanimously to accept the monthly Financial Report and Quarterly Investment Report and approved payment of invoices as presented, and approved payment of the University of Thomas invoice, payable by check number 5316 in the amount of \$375.00.

RECEIVE REPORT ON HOUSE BILL 1295 IMPLEMENTATION.

Mr. Lord provided an overview of House Bill 1295. He reported House Bill 1295 was passed by the Texas Legislature during the last Session imposing new requirements for any new, amended, extended or renewed contracts entered into by governmental entities on or after January 1, 2016. He reported business entities must file a Form 1295 with the Texas Ethics Commission and disclose certain interested parties, intermediaries and controlling interests when seeking any contract before a governmental entity may enter into a contract. He reported two things trigger the requirement for the business entity to file a Form 1295: (1) the contract is in excess of \$1 million or (2) or if the contract requires an action or vote by the governmental entity. He stated the business entity must complete, execute and notarize Form 1295 and provide to the governmental entity at or in advance of the meeting at which the related contract may be considered. No action from the Board was required.

RECEIVE UPDATE AND RECOMMENDATIONS FROM PUBLIC SAFETY COMMITTEE.

Director Nagar reported the Committee reviewed the lighting situation in neighborhood streets caused by trees needing to be trimmed. Mr. Hawes reported he was working with the City to resolve the lighting issues. Officer Beserra presented the Patrol Summary Report for January, included in the Board agenda materials, and answered questions. There was general discussion regarding the mobile security cameras. No action from the Board was required.

RECEIVE UPDATE AND RECOMMENDATIONS FROM MOBILITY AND VISUAL IMPROVEMENTS COMMITTEE.

Mr. Allender reported the Special Parking Application is scheduled to be heard by the City Planning Commission on February 18. He provided an overview of the Special Parking Area, stating it was to help meet parking requirements and provided information on the roles of the District and what is expected to be accomplished with the Special Parking Area. He reported letters have been sent out to the public to provide feedback.

a. Receive bid report and recommendations regarding contract with Neon Electrical Corporation (NEC) for installation of Phase 1 Identification Markers.

Mr. Allender reported the Committee reviewed a proposal from NEC for all 28 identity markers in the District. He reported the contract to be considered by the Board was for Phase 1 which included 14 identity markers in the amount of \$532,528.00 for the fabrication and installation. He reported the contract indicated 180 days for substantial completion. He stated there is a price differential for each marker due to electrical work being unique in each location.

b. Receive bid report and recommendations regarding contract with Landscape Art for installation of Phase 1 esplanades.

Mr. Allender reported the Committee reviewed the bid submitted by Landscape Art and was recommending approval of the Contract, included in the Board agenda materials, for phase 1 of the esplanade project for installation of six esplanades in the total amount of \$603,984.00 which includes one year of maintenance. Mr. Allender reported the project is estimated to be complete within 120 days from the commencement date.

Mr. Allender reported the gateway monument has been removed and a concrete overlay has been placed. He reported TxDOT will be opening bids on the bridge lighting project on February 10 and is scheduled to be complete by the end of 2016. There was general discussion regarding the crosswalk art at intersections. Mr. Hawes reported staff will be working the potential project through the Committee and will bring back to the Board with recommendations.

Upon a motion duly made by Director Madden, and being seconded by Director Mitchmore, the Board voted unanimously to (1) approve the Contract with NEC for installation of Phase 1 Identification Markers in the amount of \$532,528.00, subject to receiving Form 1295; and (2) approve the Contract with Landscape Art for installation of Phase 1 esplanades to include 6 esplanades and one year of maintenance in the amount of \$603,984.00, subject to receiving Form 1295.

RECEIVE UPDATE FROM MARKETING AND BUSINESS DEVELOPMENT COMMITTEE.

Ms. Larson reported the Committee did not meet in January. She reported staff reviewed communication plan strategies and will be reporting to the Committee with its recommendations. She reported several articles have been written on projects in the District and copies of the articles have been included in the

Executive Director's Report. She reported the Business Ambassador made 53 visits in January with 12 being completed. She reported staff continues to work on the draft of the new Service, Improvement and Assessment Plan for 2016-2031. No action from the Board was required.

RECEIVE UPDATE FROM BUSINESS AND ECONOMIC DEVELOPMENT COMMITTEE.

Mr. Lawrence provided an update on real estate activity in the District. He reported Zillow has reported Montrose as one of the hottest residential neighborhoods in Houston for 2016. No action from the Board was required.

RECEIVE EXECUTIVE DIRECTOR'S MONTHLY REPORT.

The Executive Director's Report is included in the board agenda materials. Mr. Hawes pointed out several articles included in the Report. 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 coming before the Board, Chairman Wynn adjourned the meeting at 1:08 p.m.

(Seal)



[Handwritten Signature]

Secretary CHAIRMAN

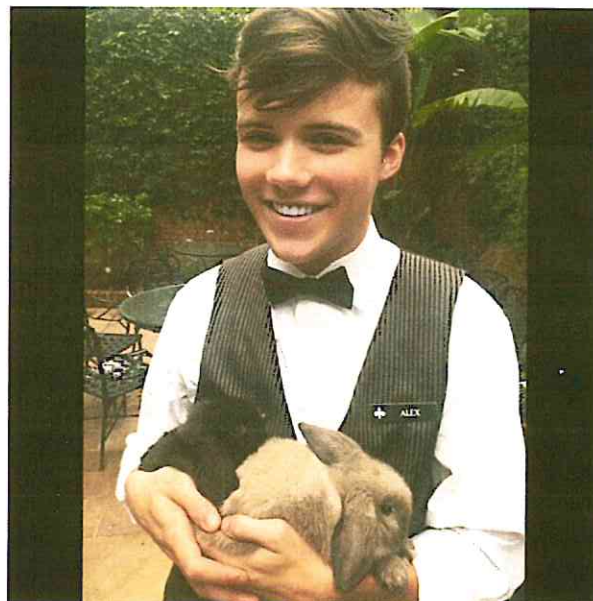
List of Exhibits:

- A. Information on Crosswalk Art for Intersections in District

**Proposal for Crosswalk Art Installation
For the Intersection of Westheimer and Taft**

**Montrose Management District Board of Directors
Monday, February 8, 2016**

Alex Hill, 21, a resident of Houston and Montrose for only a few days more than a year, was struck and killed by a hit-and-run driver who ran a red light at Taft and Westheimer on the night of January 8, 2016. Alex had moved from Camden, SC, found an apartment on Garrow St., and worked at Brennan's and later at State of Grace restaurant. Alex was a particularly remarkable, well liked young man with endless potential to contribute to Houston. That over 300 individuals attended a benefit thrown by Alex's friends following his death is telling. Alex's own story of moving to Houston and unfortunately the incident of an auto-pedestrian fatality, are not unique to our City. But Alex's family, co-workers, friends, and contemporaries, want to draw attention to street and pedestrian safety concerns, enhance neighborhood aesthetics, and honor the memory of Alex, who like countless others before him have sought out this City and this neighborhood to lead productive and enriched lives.



Several of Alex's acquaintances spoke before the Mayor and City Council on January 26th to encourage the City to adopt "Vision Zero," a multi-national road traffic safety project that aims to achieve [roadway systems] with no fatalities." They asked the City to repaint the appropriate stop bars and crosswalk lines that should have been at the intersection where Alex was killed. Further, they suggested installing an artistic design within the crosswalks at the intersection that resonates with the neighborhood, unmistakably highlights the intersection, and reflects part of Alex's story. Other cities in the U.S. and elsewhere have painted the LGBT pride flag in crosswalks. We ask that the Management District consider a similar installation at this intersection. Several Council Members and others in the Montrose community have voiced support for this project.



Rainbow crosswalks at 10th Street and Piedmont Ave in Atlanta, GA. JOHN SPINK . JSPINK @ AJC.COM

Our hope is that the Montrose District can assist this effort, possibly with managing the project, using the Midtown Management District's project plan for the recently installed crosswalk art at Elgin and Louisiana. Our group is committed to raising funds and in-kind donations for the initial installation. We have been offered development of a traffic control plan at no cost. Due to ongoing media interest in Alex's story, we believe continued coverage can generate positive press for the Montrose District, and shed light on the need for a pedestrian safety policy change. Westheimer is planned for reconstruction in 2020, but we feel now is the time to take advantage of the concern and momentum in the community and the City, in hopes of reducing accidents in the future.

Our group is open to collaborating with the Management District on a project of this nature for the benefit of the neighborhood, the community, and the City of Houston. Thank you for your consideration.

Contacts:

Matt Brollier	James Llamas	Doug Desenberg
mbrollier@gmail.com	james@trafficengineers.com	jddny@mac.com

Alex's Relatives:

Andy Graham (Uncle)	Janet Graham (Aunt)
agraham3@gmail.com	janetg08@gmail.com

Media

Landon Chapman	Jackie Woudenberg	Casey Ray
landonwchapman@gmail.com	jackiewoudenberg@gmail.com	caseynray1@gmail.com