

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

May 9, 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, May 9, 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	Position 12 -	Brad Nagar, <i>Asst. Secretary</i>
Position 5 -	Lane Llewellyn, <i>Secretary</i>	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, Nagar and Edwards, thus constituting a quorum. Also present were Jerry Lowry, Holli Robinson, Linda Clayton, Gretchen Larson and Tony Allender, all with Hawes Hill Calderon, LLP; Clark Lord, Bracewell LLP; Dennis Beedon, Montrose Business Ambassador; Pat Hall, Equi-Tax, Inc.; and Ray Lawrence, Lawrence & Associates. Others attending the meeting were Officer Victor Beserra, Montrose HPD; Daphne Scarbrough, Richmond Avenue Coalition; and Michael Hardy. Chairman Wynn called the meeting to order at 12:00 p.m.

RECEIVE PUBLIC COMMENTS.

There were no public comments.

APPROVE MINUTES OF REGULAR MEETING HELD APRIL 11, 2016.

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

RECEIVE UPDATE AND RECOMMENDATIONS FROM MOBILITY AND VISUAL IMPROVEMENTS COMMITTEE.

- a. Consider proposal from Walter P. Moore for additional services to complete the Special Parking Area (SPA) Application for resubmittal to the City of Houston.

Mr. Allender reported the Mobility and Visual Improvements Committee met on May 2, 2016, a copy of the Committee Minutes is included in the Board agenda materials. He reported staff and consultants were working towards having a public workshop on the Special Parking Area on May 26. He stated staff and consultants were updating the handout and formal application for resubmission to the Planning Department. He went over the proposal from Walter P. Moore, included in the Board agenda materials, and answered questions. Upon a motion duly made by Director Mitchmore, and being seconded by Director Grover, the Board voted unanimously to approve the proposal from Walter P. Moore for additional services to complete the Special Parking Area Application, as presented.

Mr. Allender provided an update on the esplanade and identification marker project. He reported a notice to proceed has been given to the contractor for the installation of thirteen identification markers with an estimated completion in October 2016. He reported five esplanades are expected to be complete by the end of August 2016. He reported TxDOT is preparing to conduct a preconstruction meeting for the bridge lighting project with the contractor. He stated a start date for the bridge lighting construction has not been set.

RECEIVE UPDATE AND RECOMMENDATIONS FROM PUBLIC SAFETY COMMITTEE.

Officer Beserra presented the Patrol Report for April, 2016, included in the Board agenda materials, and answered questions. He reported a new PIP community meeting was being held the first Wednesday of each month with bar owners.

a. Consider endorsement to rename the Neartown Storefront "Richard V. Wilson Storefront."

Mr. Lowry reported efforts are being made by Sgt. Wall with HPD to rename the local HPD storefront and has requested the Board consider endorsing the request. Upon a motion duly made by Director Grover, and being seconded by Director Hubbard, the Board voted unanimously to authorize staff to provide a letter of support endorsing the renaming of the storefront to Richard V. Wilson Storefront.

RECEIVE UPDATE AND RECOMMENDATIONS FROM FINANCE COMMITTEE.

a. Receive Assessment Collection Report.

Ms. Hall presented the Assessment Collection Report, included in the Board agenda materials. She reported 95% collected for 2015 assessments with no uncertified values. She stated she should be receiving the preliminary values for 2016 in the next few weeks.

b. Receive and consider monthly financial report and approve invoices for payment.

Mr. Lowry presented the monthly financial report and Quarterly Investment Report and went over the invoices, included in the Board agenda materials. 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.

RECEIVE UPDATE FROM MARKETING AND BUSINESS DEVELOPMENT COMMITTEE.

Ms. Larson reported the revision of the District website is complete. She stated the sitemap has been changed to make navigation easier on the website. She reported the next step was to provide more rich and diverse content. She reported staff is also working on the header/banner on the website to be more focused on the District. She reported the Business Ambassador continues to be well received in the community. She reported the social media report is included in the Executive Director's report in the board agenda materials. No action from the Board was required.

RECEIVE UPDATE FROM BUSINESS AND ECONOMIC DEVELOPMENT COMMITTEE.

Mr. Lawrence reported the Committee met on April 27, a copy of the Committee Minutes is included in the Board agenda materials. He reported the Retail Advisory Group event was held on May 4, a copy of the agenda for the advisory group is included in the Board agenda materials. He reported a review of the feedback and suggestions received from the group will be revisewe at the next Committee meeting. He reported the Committee is scheduling a professional services advisory group for May 24. Mr. Lawrence provided an update on the Hanover project and reported according to Hanover some tenants will begin moving into building in August.

RECEIVE EXECUTIVE DIRECTOR'S MONTHLY REPORT.

A copy of the Executive Director's Report is included in the Board agenda materials. Mr. Lowry reported the District is getting new signage for the leased patrol vehicles which will provide higher visibility. He reported the vehicles would still be able to go stealth when needed.

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.

ADJOURN.

There being no further business to come before the Board, Chairman Wynn adjourned the meeting at 12:38 p.m.

(Seal)



Secretary