

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

October 9, 2017

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 9, 2017, 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 -	vacant
Position 2 -	Tammi Wallace, <i>Secretary</i>	Position 10 -	Michael Grover
Position 3 -	William I. Davis, III	Position 11 -	Amir Sabzevari
Position 4 -	Lara Attayi	Position 12 -	vacant
Position 5 -	Dimitri Fetokakis	Position 13 -	vacant
Position 6 -	Robert Jara	Position 14 -	vacant
Position 7 -	Ryan Haley	Position 15 -	vacant
Position 8 -	Stephen L. Madden, <i>Vice-Chair</i>		

and all were present, with the exception of Directors Wynn and Haley, thus constituting a quorum. Also present were Ben Brewer, Josh Hawes, Gretchen Larson, Linda Clayton, and Kristen Gonzales, all with Hawes Hill & Associates, LLP; Clark Lord, Bracewell LLP; Diane Michaux, Municipal Accounts; Pat Hall, Equi-Tax; Ray Lawrence, Lawrence & Associates; and Dennis Beedon, Montrose Business Ambassador. Others attending the meeting were Officer Victor Beserra, Montrose HPD; Tawny Tidwell, Okay Robot Creative LLC; Eoles Whitaker; Daphne Scarbrough, Richmond Avenue Coalition; James Vick, SWA; Lee Anne Dixon, Walter P. Moore; and Linda Trevino, METRO. Vice-Chairman Madden called the meeting to order at 12:00 p.m.

RECEIVE PUBLIC COMMENTS.

Daphne Scarbarough commented on the Notice of public hearing on Service, Improvement and Assessment Plan.

APPROVE MINUTES OF REGULAR MEETING HELD SEPTEMBER 11, 2017.

Upon a motion duly made by Director Grover, and being seconded by Director Wallace, the Board voted unanimously to approve the Minutes of the September 11, 2017, Board meeting, as presented.

12:02 p.m. Director Haley arrived meeting.

RECEIVE UPDATE AND RECOMMENDATIONS FROM FINANCE COMMITTEE.

a. Receive Assessment Collection Report

This is covered later in the meeting.

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

Ms. Michaux presented the monthly financial report and went over invoices, included in the Board agenda materials. Upon a motion duly made by Director Wallace, and being seconded by Director Grover, the Board voted unanimously to accept the monthly financial report and approved payment of invoices, as presented.

RECEIVE UPDATE FROM PUBLIC SAFETY COMMITTEE.

Mr. Brewer reported the Public Safety Committee met on October 2, a copy of the Committee Minutes is included in the Board agenda materials. Officer Beserra presented the September 2017 Patrol Summary Report, included in the Board agenda materials, and answered questions.

RECEIVE AND UPDATE AND RECOMMENDATIONS FROM MOBILITY AND VISUAL IMPROVEMENTS COMMITTEE.

Mr. Brewer reported the Mobility and Visual Improvements Committee met on October 2, a copy of the Committee Minutes is included in the Board agenda materials. He reported a meeting was held with TxDOT and they have agreed to implement the changes to the bridge lights based on the review by Walter P. Moore.

a. Consider proposal for Special Parking Area sidewalk trip-hazard repairs

Mr. Brewer reviewed the proposal from Precision Safe Sidewalks to repair sidewalk trip hazards in the Special Parking Area (Westheimer and Montrose) for an estimated cost of \$14,293.00, with a one-third participation fee with TIRZ#27 and Mayor Pro Tem's Office, for a cost to the District of \$5,000. Upon a motion duly made by Director Jara, and being seconded by Director Wallace, the Board voted unanimously to authorize the commitment up to \$5,000.00 toward the project; and authorized execution of a contract subject to the commitment from TIRZ#27 and Mayor Pro Tem's Office to share the costs at one-third each.

RECEIVE UPDATE AND RECOMMENDATIONS FROM MARKETING AND BUSINESS DEVELOPMENT COMMITTEE.

Ms. Larson provided an update on marketing and business development initiatives.

a. Consider a services agreement with Okay Robot Creative, LLC for editorial, content creation and social media services

Ms. Larson reviewed the Service Agreement with Okay Robot Creative LLC for editorial, content creation and social media services, included in the Board agenda materials. She reported the service agreement is the same agreement that was previously held with Ambrose Communications. She reported there is no changes in the services or fees and funds are in the budget. Upon a motion duly

made by Director Jara, and being seconded by Director Sabzevari, the Board voted unanimously to approve the Service Agreement with Okay Robot Creative, LLC, as presented.

RECEIVE UPDATE FROM BUSINESS AND ECONOMIC DEVELOPMENT COMMITTEE.

Mr. Lawrence reported the Committee met on September 27, a copy of the Committee Minutes is included in the Board agenda materials. He reported the high rise multi-family project in River Oaks Center is expected to begin construction in the first quarter of 2018. He reported the Alabama Row retail center is expected to be completed by the end of the year. No action from the Board was required.

CONTINUED - RECEIVE UPDATE AND RECOMMENDATIONS FROM FINANCE COMMITTEE.

a. Receive Assessment Collection Report

Ms. Hall presented the Assessment Collection Reports, included in the Board agenda materials. She reported an 85% collection rate on the 2016 assessments for the combined east and west zone. She reported a 91% collection rate on the 2016 assessments, approximately \$870,000 in uncertified value and 54 unsettled accounts in the east zone. She reported an 83% collection rate on the 2016 assessments, no uncertified values and 93 unsettled accounts in the west zone. No action from the Board was required.

RECEIVE EXECUTIVE DIRECTOR'S MONTHLY REPORT.

Mr. Brewer presented the Executive Director's monthly report, included in the Board agenda materials, and answered questions. 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, Vice-Chairman Madden adjourned the meeting at 12:34 p.m.

(SEAL)



Secretary

A handwritten signature in black ink, appearing to be 'Madden', written over a horizontal line.