

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

June 8, 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, June 8, 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 Wynn, Haley, Nagar, Stinson and Leverett, thus constituting a quorum. Also present were David Hawes, Bill Calderon, Holli Robinson, Linda Clayton, Gretchen Larson, Brian Burks and Jerry Lowry, all with Hawes Hill Calderon, LLP; Clark Lord, Bracewell & Giuliani; Pat Hall, Equi-Tax, Inc.; Felecia Alexander, Municipal Accounts & Consulting; Dennis Beedon, Montrose Business Ambassador; Ray Lawrence, Lawrence & Associates; and Barry Abrams Rome Blank. Others attending the meeting were Officer Victor Beserra, HPD; Daphne Scarbrough, Richmond Avenue Coalition; and Tawny Tidwell. Co-Chair Mitchmore called the meeting to order at 12:07 p.m.

APPROVE MINUTES OF REGULAR MEETING HELD MAY 11, 2015.

Upon a motion duly made by Director Llewellyn, and being seconded by Director Madden, the Board voted unanimously to approve the Minutes of the May 11, 2015, Board meeting, as presented.

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.

12:09 p.m. Director Cassie Stinson arrived

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.

The Board convened in executive session at 12:09 p.m.

RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTION BY LEGAL COUNSEL RELATED TO EXECUTIVE SESSION.

The Board reconvened in open session at 12:24 p.m. No action was taken.

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

Ms. Alexander presented the District's monthly financial report and went over invoices, included in the Board agenda materials. Upon a motion duly made by Director Grover, and being seconded by Director Llewellyn, the Board voted unanimously to accept the monthly financial report and approved payment of invoices, 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 report, included in the Board agenda materials, and answered questions. She reported 96% collected in the east zone with 64 unsettled accounts. She reported the preliminary valuation numbers for 2015 were at \$551 million for the east zone. She reported 96% collected in the west zone with 124 unsettled accounts. She reported the preliminary valuation numbers for 2015 were at \$1.256 billion for the west zone. No action from the Board was required.

RECEIVE REPORTS

a. Public Safety

Officer Beserra presented the Patrol Summary Report for May, 2015, included in the Board agenda materials, and answered questions. He reported on residential driveway robberies happening between the hours of 8:30 p.m. and 11:30 p.m. He cautioned everyone to pay attention to their surroundings. Mr. Burks handed out the Public Safety Committee meeting report, a copy is attached as Exhibit A. He provided an update on the County Attorney program. No action from the Board was required.

b. Mobility & Visual Improvements

Mr. Hawes reported the Mobility & Visual Improvements Committee met on May 19, a copy of the meeting agenda is included in the Board agenda materials. He reported the Committee continues to work on the 5 year CIP. He provided an update on the special parking application.

(i) Consider proposal from Walter P. Moore for bridge structural engineering in the amount of \$35,000

Mr. Hawes provided an update on the status of the project and reported the Committee was recommending the Board approve the proposal from Walter P. Moore. Upon a motion duly made by Director Madden, and being seconded by Director Hubbard, the Board voted unanimously to approve the proposal from Walter P. Moore for bridge structural engineering in the amount of \$35,000.

c. Marketing and Business Development

Ms. Larson updated the Board on the Committee meeting. She went over the social media report and reported an increase in Twitter followers for the month of May. No action from the Board required.

d. Business Ambassador

Mr. Beedon reported 39 business contacts for the month of May. He updated the Board on new businesses in the District. No action from the Board was required.

e. Business and Economic Development

Mr. Lawrence reported the Committee met on May 27 and provided an update to the Board. He reported on year to date platting activity in the District. He reported the Committee was working on a survey for mayoral candidates and the projected timeline of finalizing and sending survey out was in July with results tabulated by early September. He reported he and Mr. Allender were undertaking a TIRZ feasibility analysis and anticipated it to be completed by September. Mr. Hawes pointed out the feasibility analysis would be taken from an economic development standpoint. No action from the Board was required.

f. Executive Director


Mr. Hawes reported on initiatives in the District, including a meeting to discuss an innovative parking concept. No action from the Board was required.

ANNOUNCEMENTS.

Mr. Hawes reported staff continues to work on the Board Retreat and tentative dates.

ADJOURN.

There being no further business to come before the Board, Co-Chair Mitchmore adjourned the meeting at 12:56 p.m.


Secretary



List of Exhibits

- A. Public Safety Committee Report, dated June 5, 2015

Memorandum

TO: Montrose Management District Board of Director
FROM: David Hawes
DATE: Friday, June 5, 2015
SUBJECT: Public Safety Committee Meeting

The Montrose District Public Safety Committee held a meeting at 9:00 am on Friday, June 5, 2015 at the Montrose District Office located at 5020 Montrose Blvd., suite 311, Houston, Texas 77006.

Committee Members present were: Jason Ginsburg.

Guests present were: Julie Countis, Harris County Attorney's Office, Officer Victor Beserra, Houston Police Department.

Staff present were: Jerry Lowry, Brian Burks, Holli Robinson and Dennis Beedon.

The Committee was called to order at 9:00 am and adjourned at 10:50 am.

The Committee considered the following:**Discuss Proactive Patrol activity report for the month of May:**

Officer Beserra advised that May patrols netted 71 arrests, with 9 Felonies and 62 Misdemeanors. There were 240 Calls for Service, 1350 Locations Checked, 1219 BMV Report Cards issued, and 602 Crime Prevention (BMV pamphlets) distributed. See attached report. Staff discussed the need to outreach to local apartment managers, and Officer Beserra agreed to assist with organizing a meeting in the coming weeks.

Discuss PIP meetings:

Officer Beserra advised that "Driveway" robberies were the main topic of discussion at the June PIP meeting. He reports that residents pulling into their driveways are often on their cell phones and unaware of their surroundings thereby making them easy to surprise by robbery perpetrators. Most of these Robberies seem to be occurring between 8 pm and 11 pm. HPD's Positive Interaction Program meets the first Tuesday of the month at 7:00 pm at Union Hall. Staff will routinely attend this function.

Update from Harris County Attorney's Office:

Assistant County Attorney Julie Countis reported ongoing discussions with a local commercial property owner concerning illicit activities of a tenant. She advises the owner seems to be fully cooperating and anxious to resolve the issue. Ms. Countis will update the committee on this issue next month.

Graffiti Report:

There were 216 Graffiti Sites abated in the month of May in Montrose District including 41 Business properties, 164 Public properties, and 11 Trash Dumpsters. Year to date there have been 132 sites abated. *See full report on district web site.

Discuss ongoing or new public Safety issues in the district:

Staff will have an additional 50 Take-Lock-Hide BMV prevention signs made for distribution to local businesses. They will also produce more BMV Report Cards for officer use, and seek permission from the local HPD Captain to place the district's logo on future printings.

Committee member Jason Ginsburg discussed his neighborhood crowd funding campaign to raise funding for off duty police patrols in a 32 block area of Montrose. He advised that the primary issues of concern for the area were Daytime Residential Burglaries and Vagrancy.

Staff will be conducting additional outreach to the district's natural public safety partners such as apartment managers, adjacent management districts, and local law enforcement entities.

District Camera Initiative Report:

Sentriforce representative Loch Cook reviewed the district's current camera program with the committee. There are now six (6) operational cameras in the district. Some will be slated for transfer to other locations in the coming weeks; however, adjacent property owners will be offered to opportunity to retain the cameras by taking over the \$350 monthly service charge.

No fiscal note.