

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

October 10, 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, October 10, 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 -	Justin Singer	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 Mitchmore, Llewellyn, Hubbard, Nagar and Edwards, thus constituting a quorum. Also present were Josh Hawes, Linda Clayton, Tony Allender, Kristen Gonzales and Elisa Rodriguez, all with Hawes Hill Calderon, LLP; Clark Lord, Bracewell LLP; Caryn Adams, Municipal Accounts; Pat Hall, Equi-Tax; and Ray Lawrence, Lawrence & Associates. Others attending the meeting were Officer Victor Beserra, Montrose HPD; Michael Hardy; Eoles Whitaker, Office of State Representative Garnet Coleman; Daphne Scarbrough, Richmond Avenue Coalition; Geary Ashby; and Taylor Goodall, Westmoreland Civic Association. Chairman Wynn called the meeting to order at 12:01 p.m.

RECEIVE PUBLIC COMMENTS.

Public comments were received from Taylor Goodall, President of Westmoreland Civic Association, and Geary Ashby, business owner.

APPROVE MINUTES OF REGULAR MEETING HELD SEPTEMBER 12, 2016.

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 12, 2016, Board meeting, as presented.

RECEIVE UPDATE FROM PUBLIC SAFETY COMMITTEE.

Mr. J. Hawes reported the Committee met on October 3, a copy of the Committee Minutes is included in the Board agenda materials. Officer Beserra presented the September Patrol Summary, included in the

Board agenda materials, and answered questions. Mr. J. Hawes discussed the coalition of management districts to look at the problem with homelessness and panhandling and possible solutions. No action from the Board was required.

RECEIVE UPDATE AND RECOMMENDATIONS FROM MOBILITY AND VISUAL IMPROVEMENTS COMMITTEE.

Mr. Allender reported the Committee met on October 3, a copy of the Committee Minutes is included in the Board agenda materials. He provided an update on the Special Parking Area application.

a. Approve small cell tower design standards.

Mr. Allender reported several vendors have approached the District to install small cell towers in the District. He provided an overview of the design standards, included in the Board agenda materials. He stated if the vendor is able to use a pole in existence the vendor would be placing its equipment on the existing pole. He stated if a new pole is required then the vendor must follow the aesthetic standards provided by the District. He stated the City of Houston has made it clear that management districts do not have the authority regarding placement of poles; however, the vendor has been working with staff on locations for placement of new poles. Mr. Allender reviewed locations of potentially new poles in the District. Upon a motion duly made by Director Madden, and being seconded by Director Grover, the Board voted unanimously to approve the Design Standards for Small Network Equipment, as presented and authorized staff to review and approve applications for placement of new poles.

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 a combined collection rate of 98% for the 2015 assessments and no uncertified values.

12:36 p.m. Director Mitchmore arrived meeting.

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

Ms. Adams presented the monthly financial report and went over invoices, included in the Board agenda materials. She reported she was requesting approval of additional checks not included in the report (1) check no. 5740 payable to Bracewell LLLP, (2) check no. 5741 payable to Municipal Accounts and (3) check no. 5742 payable to SentiForce. Upon a motion duly made by Director Haley, and being seconded by Director Grover, the Board voted unanimously to accept the Bookkeeper's Report and approved payment of invoices, including approval of check #5740 payable to Bracewell LLP, check #5741 payable to Municipal Accounts and check #5742 payable to SentiForce.

RECEIVE UPDATE FROM MARKETING AND BUSINESS DEVELOPMENT COMMITTEE.

Director Madden reported the Committee met on September 28, a copy of the Committee Minutes is included in the Board agenda materials. He reported the Committee reviewed the Strategic Communications Plan and will be discussing recommendations for implementation at the next Committee meeting. No action from the Board was required.

RECEIVE UPDATE FROM BUSINESS AND ECONOMIC DEVELOPMENT COMMITTEE.

Mr. Lawrence reported the Committee met on September 28, a copy of the Committee Minutes is included in the Board agenda materials. He provided an update on the Fourth Annual Real Estate Forum Luncheon scheduled for November 16. He stated Andy Icken, Director of Economic Development for the City of Houston, has agreed to be the principal speaker for the Forum. No action from the Board was required.

RECEIVE EXECUTIVE DIRECTOR'S MONTHLY REPORT.

Mr. J. Hawes provided an update on the bridge lighting project, and answered questions. He stated the next Recycling Event is scheduled for October 15. 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 12:44 p.m.

(Seal)




Secretary