

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

May 8, 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, May 8, 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 Director Haley, thus constituting a quorum. Also present were Josh Hawes, Gretchen Larson, Linda Clayton and Elisa Rodriguez, all with Hawes Hill Calderon, LLP; Clark Lord, Bracewell LLP; Caryn Adams, 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, Montrose MD social medial strategist; Eugene Nosad, Avondale Civic Assoc.; and Daphne Scarbrough, Richmond Ave. Coalition. Chairman Wynn called the meeting to order at 12:03 p.m.

RECEIVE PUBLIC COMMENTS.

There were no public comments.

RECEIVE UPDATE AND RECOMMENDATIONS FROM NOMINATING COMMITTEE.

- a. Consider appointments to unexpired term positions on Board of Directors.
- b. Accept Oath of Office, Sworn Statement and Bond for newly appointed Board Members.

Chairman Wynn reported the Nominating Committee reviewed applications and conducted interviews for appointment to unexpired term positions on the Board of Directors. He stated after reviewing applications and conducting the interviews the Nominating Committee is recommending appointing Dimitri Fetokakis to position 5 and Amir Sabzevari to position 11. He stated William Davis was appointed to position 3 at the last board meeting. Upon a motion duly made by Director Madden, and being seconded by Director Jara, the Board voted unanimously to appoint Dimitri Fetokakis to position 5 and Amir Sabzevari to position 11 and to accept the Oaths of Office, Sworn Statements and Bonds for newly appointed board members Dimitri Fetokakis, Amir Sabzevari and William Davis.

APPROVE MINUTES OF REGULAR MEETING HELD APRIL 10, 2017.

Upon a motion duly made by Director Madden, and being seconded by Director Grover, the Board voted unanimously to approve the Minutes of the April 10, 2017, Board meeting, as presented.

RECEIVE UPDATE AND RECOMMENDATIONS FROM FINANCE COMMITTEE.

a. Receive Assessment Collection Report

This item is covered later in the meeting.

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

Ms. Adams presented the monthly Financial Report, Quarterly Investment Report and went over invoices, included in the Board agenda materials. Upon a motion duly made by Director Grover, and being seconded by Director Madden, the Board voted unanimously to accept the Bookkeeper's Report and Quarterly Investment Report and approved payment of invoices, as presented.

c. Accept Annual Disclosure Statements from Investment Officer and Bookkeeper

This item was covered during the April board meeting.

RECEIVE UPDATE AND RECOMMENDATIONS FROM PUBLIC SAFETY COMMITTEE.

Ms. Wallace reported the Public Safety Committee met on May 1, a copy of the Committee Minutes is included in the Board agenda materials. Officer Beserra presented the April, 2017, Patrol Summary Report and answered questions. Mr. J. Hawes stated the County Attorney is working on ongoing investigations in the District.

a. Approve proposal from Sentriforce.

Mr. J. Hawes reviewed the Service Order Agreement from Sentriforce, included in the Board agenda materials. He stated the proposal is to replace all current mobile security cameras in the District with updated equipment at no charge. Upon a motion duly made by Director Madden, and being seconded by Director Grover, the Board voted unanimously to approve the Service Order Agreement from SentiForce, as presented.

RECEIVE UPDATE AND RECOMMENDATIONS FROM MOBILITY AND VISUAL IMPROVEMENTS COMMITTEE.

Mr. J. Hawes reported the Committee met on May 1, a copy of the Committee Minutes is included in the Board agenda materials. He provided an update on the esplanade and ID marker projects. He reported the bridge lighting is complete and the lighting is undergoing stability testing. Ms. Larson stated staff is working on a press release for the bridge lighting. Mr. J. Hawes stated the Committee received a presentation regarding an installation of a Houston Pride Crosswalk in the District.

a. Approve pay applications.

Mr. J. Hawes reviewed Pay Application No. 10 from Landscape Art in the amount of \$3,984.50 and Pay Application No. 7 from NEC Signage in the amount of \$28,699.00, included in the Board agenda materials. Upon a motion duly made by Director Jara, and being seconded by Director Madden, the Board voted unanimously to approve Pay Application No. 10 from Landscape Art in the amount of \$3,984.50, and Pay Application No. 7 from NEC Signage in the amount of \$28,699.00, as presented.

b. Approve change order from Williams Architectural Signage and Consulting.

Mr. J. Hawes reviewed Change Order No. 4 from NEC Signage in the amount of (\$4,250.00), included in the Board agenda materials. He reported the change order includes a 100% credit in the amount of \$6,528 for Change Order No. 3. Upon a motion duly made by Director Jara, and being seconded by Director Madden, the Board voted unanimously to approve Change Order No. 4 from NEC Signage in the amount of (\$4,250.00), as presented.

c. Approve proposal from Touch Thirty Three.

Mr. J. Hawes reviewed the proposal from Touch Thirty Three in the amount of \$9,463.22 to include services for programming bridge lights with the identification markers. Upon a motion duly made by Director Madden, and being seconded by Director Wallace, the Board voted unanimously to approve the proposal from Touch Thirty Three in the amount of \$9,463.22, as presented.

RECEIVE UPDATE FROM MARKETING AND BUSINESS DEVELOPMENT COMMITTEE.

Ms. Larson reported the bi-annual recycling event was held April 29, and was well attended. She stated the Business Ambassador made 68 visits during April. No action from the Board was required.

a. Consider Service Agreement with Busy Bee Creatives, LLC for website and social media services.

Ms. Larson reported Chris Labod who currently provides website and social media maintenance to the District's website has created a new company. She reviewed the service agreement included in the Board agenda materials and stated there is no change in services provided and no change in the fees from the previous agreement. Upon a motion duly made by Director Madden, and being seconded by Director Grover, the Board voted unanimously to approve the Service Agreement with Busy Bee Creatives LLC for website and social media services, as presented.

RECEIVE UPDATE FROM BUSINESS AND ECONOMIC DEVELOPMENT COMMITTEE.

Mr. Lawrence reported the Committee met on April 26, a copy of the Committee Minutes is included in the Board agenda materials. He reported a May breakfast meeting is scheduled for May 24 at the Canopy Restaurant to obtain feedback on services presently being performed. He reviewed the April 2017 Monthly District's permit activity report, included in the Board agenda materials. 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 Report, included in the Board agenda materials. She reported a 76% collection rate on assessments for the combined east and west zones and approximately \$870,000 in uncertified values. She reported 74 unsettled accounts in the east zone and 163 unsettled accounts in the west zone. She stated delinquent letters will be sent out next week. No action from the Board was required.

RECEIVE EXECUTIVE DIRECTOR'S MONTHLY REPORT.

Mr. J. Hawes stated the Executive Director's Report is in the board materials for review. He stated he had nothing further to report.

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.

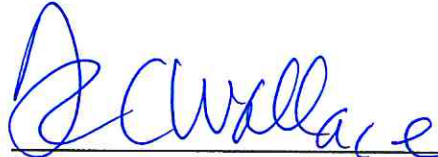
There were no announcements.

ADJOURN.

There being no further business to come before the Board, Chairman Wynn adjourned the meeting at 12:34 p.m.

(Seal)




Secretary