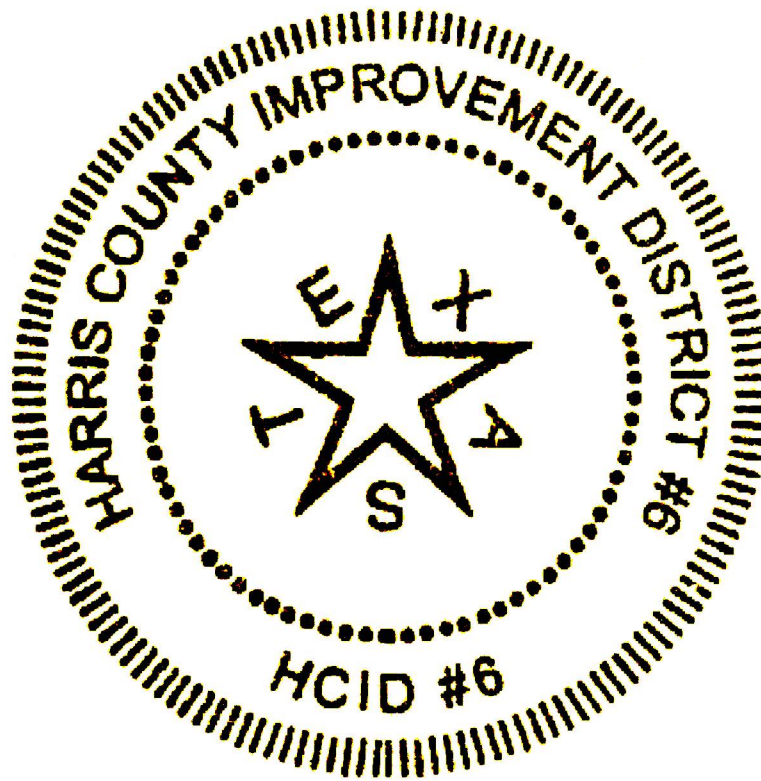


HARRIS COUNTY  
IMPROVEMENT DISTRICT #6  
EAST MONTROSE MANAGEMENT DISTRICT



Agenda and Agenda Materials  
Meeting of the Board of Directors

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January 21, 2009

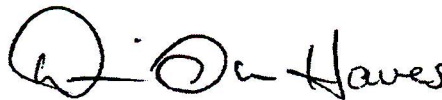
**HARRIS COUNTY IMPROVEMENT DISTRICT NUMBER SIX  
(EAST MONTROSE MANAGEMENT DISTRICT)  
NOTICE OF MEETING**

**TO: THE BOARD OF DIRECTORS OF THE EAST MONTROSE MANAGEMENT DISTRICT AND TO ALL OTHER INTERESTED PERSONS:**

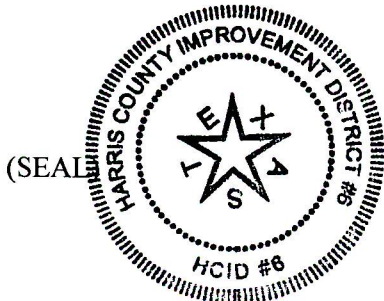
Notice is hereby given that a regular meeting of the Board of Directors of the East Montrose Management District will be held on Wednesday, January 21, 2009, at 3:00 PM in the 1<sup>st</sup> floor meeting room of Freed-Montrose Library, 4100 Montrose, Houston TX 77006, inside the boundaries of the District, open to the public, to consider, discuss and adopt such orders, resolutions or motions, and take other direct or indirect actions as may be necessary, convenient, or desirable with respect to the following matters:

**AGENDA**

1. Determine quorum; call to order;
2. Receive public comments;
3. Approve minutes of previous meeting;
4. Receive Financial Report, pay bills; receive Assessment Collection Report and Billing and Assessment Summary;
5. Consider Letter of Agreement with Perdue Brandon for delinquent assessment collection services;
6. Receive and Consider Security and Public Safety Committee report with regard to off duty patrol services.
7. Receive Report from Visual Improvements and Cultural Promotion Committee with regard to esplanade maintenance and banner program.
8. Receive Report and consider recommendations from Business and Economic Development committee with regard to the following:
  - a. funding participation of an employee of Hawes Hill Calderon to staff the Business and Economic Development Committee and to prepare and implement the District's Service Plan with regard to Business and Economic Development and Communications at a professional fee at an annual cost of \$12,000;
  - b. funding agreement with Montrose Museum Business Alliance for data base development services;
  - c. Logo Design and Branding Contest
9. Consider FY 2009 District Annual Budget
10. Discuss legislative options for including additional territory in the District;
11. Receive Executive Director's Report;
12. Adjourn.



\_\_\_\_\_  
Executive Director



HARRIS COUNTY IMPROVEMENT DISTRICT NUMBER 6  
CITY OF HOUSTON  
HARRIS COUNTY, TEXAS

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**AGENDA MEMORANDUM**

TO: Harris County Improvement District Number 6 Board of Directors  
FROM: Executive Director  
SUBJECT: Agenda Item Materials

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3. Approve minutes of pervious meeting.

**MINUTES OF THE MEETING  
OF THE  
HARRIS COUNTY IMPROVEMENT DISTRICT NO. 6  
(EAST MONTROSE MANAGEMENT DISTRICT)  
BOARD OF DIRECTORS**

**December 3, 2008**

**Determine quorum; call to order.**

The Board of Directors of Harris County Improvement District No. 6 held a regular meeting, open to the public, on the 3rd day of December, 2008, at the Freed-Montrose Neighborhood Library, 4100 Montrose Blvd., Houston, Texas, at 3:00 p.m., inside the boundaries of the District, and Chairman Grover called the meeting to order at 3:37 p.m. and the roll was called of the duly appointed members of the Board, to-wit:

Position 1: Kathy Hubbard	Position 7: Tammy Manning
Position 2: Claude Wynn	Position 8: Allen Ueckert
Position 3: Michael Grover, <i>Chairman</i>	Position 9: David Robinson (pending)
Position 4: Tom Fricke	Position 10: Randall Ellis, <i>Vice Chairman</i>
Position 5: Brad Nagar, <i>Secretary</i>	Position 11: Gary Wingfield (pending)
Position 6: Jerry Simoneaux	

and all of the above were present with the exception of Directors Ellis, Hubbard and Simoneaux, plus Directors Robinson and Wingfield whose board appointments are pending, thus constituting a quorum. Also present at the meeting were Susan Hill, Hawes Hill Calderon; Clark Lord, Vinson & Elkins, L.L.P.; Josh Hawes, Hawes Hill Calderon; Gretchen Larson, Hawes Hill Calderon; Teresa Rosenbaum, Municipal Accounts & Consulting, L.P.; John Foelber, business owner; Valerie Bossett, Avondale resident; and Janet Anderson, Hawes Hill Calderon.

**Receive public comments.**

Mr. Foelber, Ms. Bossett and Ms. Larson introduced themselves to the Board.

**Approve of minutes of previous meeting.**

Upon a motion duly made by Director Fricke and being seconded by Director Nagar, the Board voted unanimously to approve the minutes of the October 15, 2008 Board meeting as amended to state that the Montrose Boulevard Conservancy is a "charitable organization," rather than a 501 (c) (3) non-profit charity.



**Receive Financial Report, pay bills; receive Assessment Collection Report and Billing and Assessment Summary.**

Ms. Rosenbaum addressed the Board and reviewed the financial statements and invoices to be paid. She distributed copies of an invoice from Vinson & Elkins for legal services dated November 12, 2008, hereby attached as Exhibit A. Ms. Hill noted that according to Equi-Tax, Inc., the assessments for 2008 are 79% collected. Director Wynn suggested that the Board should consider hiring a firm to collect the delinquent payments at an upcoming meeting. Upon a motion duly made by Director Nagar and being seconded by Director Fricke, the Board voted unanimously to approve the Financial Report and to pay invoices.

**Adopt Order Supplementing the Assessment Roll, Levying Assessments Against the Property on the Supplemental Assessment Roll.**

Mr. Lord briefed the Board and provided an overview of the public hearing. Upon a motion duly made by Director Wynn and being seconded by Director Fricke, the Board voted unanimously to adopt an order supplementing the assessment roll and levying assessments against the property on the supplemental assessment roll.

**Adopt Order Setting the Rate of Assessment for all Properties on the District's Assessment Roll for Year Two of the District's Service Plan.**

Mr. Lord briefed the Board and said the recommended 2009 assessment rate is the same rate as for 2008. Upon a motion duly made by Director Wynn and being seconded by Director Fricke, the Board voted unanimously to adopt an order setting the rate of assessment for all properties on the District's assessment roll for Year Two of the District's Service Plan.

**Authorize execution of Amendment to Information Form.**

Mr. Lord advised the Board that this agenda item was not applicable since the Board had voted to maintain the current assessment rate. The agenda item was tabled.

**Receive and consider the Public Safety and Security Committee report and recommendations with regard to engagement of a coordinator to hire, oversee peace officers providing supplemental security to District and to perform certain administrative services related thereto; receive and consider recommendation to purchase cell phone and radio equipment for patrol vehicle; take appropriate actions.**

Director Nagar reported that the Committee met two weeks ago. He said the first HPD officer is scheduled to begin work tomorrow. He reported that the District is required to have a liaison with HPD at a cost of \$600 per month in order to make sure the shifts are staffed and that Andy Duncan has been recommended as the liaison.

Copies were distributed of the Harris County Improvement District #6 Graffiti Abatement Reports dated October, 2008, hereby attached as Exhibit B. Director Nagar requested that a letter be written and mailed to all businesses advising them of the interactive graffiti abatement component on the District's website, so that future instances of graffiti can be reported. Upon a motion duly made by Director Manning and being seconded by Director Fricke, the Board voted unanimously to engage Andy Duncan as a coordinator to hire and oversee peace officers providing supplemental security to the District and to perform certain administrative services related thereto; as well as to approve the purchase of a cell phone and radio equipment for the District's patrol vehicle.

**Receive and consider Visual Improvements and Cultural Promotion Committee report and recommendations with regard to engaging service provider to maintain certain esplanades on Montrose within the District; take appropriate action.**

Director Fricke reported that the Committee met and considered the request by the Montrose Boulevard Conservancy that was made to the Board at its last meeting for a grant for the maintenance of certain esplanades as part of its "Walkable Montrose" program. Mr. Lord advised the Board that it should authorize and retain the landscaping services directly and noted that under State law, the Board cannot authorize retroactive payment of any services that have already been performed.

Upon a motion duly made by Director Nagar and being seconded by Director Manning, the Board voted unanimously to contract with Shooter & Lindsey, Inc., landscape contractors, in an amount not to exceed \$14,500 for a one-time clean-up in January, 2009. Upon a motion duly made by Director Nagar and being seconded by Director Manning, the Board voted unanimously to contract with Shooter & Lindsey, Inc. on a month-to-month basis at a cost of \$850 per month to maintain the esplanades until a contractor can be selected for an annual contract. Upon a motion duly made by Director Nagar and being seconded by Director Manning, the Board voted unanimously to authorize the staff to issue a Request for Proposal for annual maintenance of the esplanades and to present the proposals at the next Board meeting.

Director Wynn noted that the Transportation Committee is in the process of requesting proposals for a Mobility Study from several consultants. The study will include mobility infrastructure including crosswalks, sidewalks, street lighting, etc.

**Consider funding participation of an employee of Hawes Hill Calderon to staff the Business and Economic Development Committee and to prepare and implement the District's Service Plan with regard to Business and Economic Development and Communications at a professional fee at an annual cost of \$11,000.**

Ms. Hill asked the Board to table this agenda item until its next meeting. The item was tabled.



**Discuss legislative options for including additional territory in the District.**

Mr. Lord advised the Board that Texas State Representative Ellen Cohen will be the sponsor for the new legislation and that a meeting is scheduled with Rep. Cohen next week. It was suggested that Chairman Grover plan to attend the meeting if his schedule permitted. No action was taken.

**Receive Executive Director's Report.**

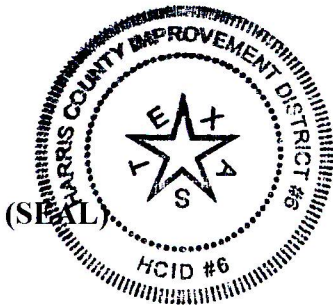
Ms. Hill advised the Board that the Executive Director's Report is in the Board packets. No action was taken.

**Other Business.**

Josh Hawes reported that Hawes Hill Calderon is sponsoring a table at the Museum District Business Alliance meeting on Tuesday, December 9, 2009. He invited interested Board members to attend the meeting. No action was taken.

**Adjourn.**

There being no further business to come before the Board, Chairman Grover adjourned the meeting at 4:37 p.m.



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Secretary, Board of Directors

**Exhibits:**

Exhibit A: Vinson & Elkins Invoice, dated November 12, 2008

Exhibit B: Harris County Improvement District #6 Graffiti Abatement Reports, dated October, 2008

HARRIS COUNTY IMPROVEMENT DISTRICT NUMBER 6  
CITY OF HOUSTON  
HARRIS COUNTY, TEXAS

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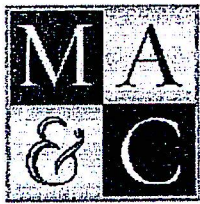
**AGENDA MEMORANDUM**

TO: Harris County Improvement District Number 6 Board of Directors  
FROM: Executive Director  
SUBJECT: Agenda Item Materials

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4. Receive financial report and pay bills; receive Assessment Collection Report and Billing and Assessment Summary.





MUNICIPAL ACCOUNTS  
& CONSULTING, L.P.

## **HARRIS COUNTY IMPROVEMENT DISTRICT NO. 6**

### **BOOKKEEPER'S REPORT**

January 21, 2009

**Harris County Improvement District No. 6 - GOF**  
**Cash Flow Report**  
As of January 21, 2009

Num	Name	Memo	Amount	Balance
<b>BALANCE AS OF 12/4/2008</b>				<b>\$23,144.58</b>
Receipts				
	Wire Transfer		4,000.00	
	Interest		19.08	
	Wire Transfer		20,000.00	
Total Receipts				24,019.08
Expenses				
1037	Shooter and Lindsey, Inc.	Landscape Maintenance-Hurricane IK	(14,500.00)	
1038	Shooter and Lindsey, Inc.	Landscape Maintenance-Dec 08	(850.00)	
1039	Greater East End Management District	Graffiti Abatement Services	(7,040.00)	
1040	Andrew Duncan	Security Expense	(600.00)	
1041	Daniel Molina	Security Expense	(840.00)	
1042	Jesse Ornelas	Security Expense	(840.00)	
1043	Victor Beserra	Security Expense	(1,680.00)	
1044	Land America Charter Title	Refund Overpayment	(54.26)	
1045	Minh Nguyen Do	Refund Overpayment	(5.72)	
1046	Stewart Title	Refund Overpayment	(978.20)	
1047	Texas American Title Co	Refund Overpayment	(99.55)	
1048	2seven Consulting, Inc.	Web Site Database Development	(1,500.00)	
1049	Equi-Tax, Inc.	Tax Services	(425.24)	
1050	Greater East End Management District	Graffiti Abatement Services	(2,560.00)	
1051	Municipal Accounts & Consulting, L.P.	Bookkeeping Fees	(615.15)	
1052	Vinson & Elkins, L.L.P.	Legal Fees	(4,593.12)	
1053	Hawes Hill Calderon, LLP	Consulting & Admin Fee	(4,044.17)	
Total Expenses				(41,225.41)
<b>BALANCE AS OF 1/21/2009</b>				<b>\$5,938.25</b>

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## Fund Balance For HC ID 6

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As of 1/21/2009

Institution	Account Number	Issue Date	Maturity Date	Interest Rate	Current Amount	Purpose
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Fund: GeneralFund

**Money Market Funds**

PROSPERITY BANK	5234371	05/28/2008		0.00	\$115,867.81	TAX ACCT
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**Checking Account(s)**

TRADITION BANK	1604113500			0.75	\$5,938.25	
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Totals for general fund fund: **\$121,806.06**

Grand total for HC ID 6: **\$121,806.06**

**Methods Used For Reporting Market Values**

Certificates of Deposit: Face Value Plus Accrued Interest

Securities/Direct Government Obligations: Market Value quoted by the Seller of the Security and confirmed in writing

Public Fund Investment Pool/MM Accounts: Balance = Current Book Value = Current Market Value

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## Pledged Securities For HC ID 6

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As of 1/21/2009

Institution: PROSPERITY BANK

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Total CDs and MM:	\$115,867.81	Collateral Security Agreement Required: No
Less FDIC coverage:	\$250,000.00	Collateral Security Agreement On File: No
Total pledged securities:	\$670,490.70	Investment Policy Received: Yes
Ratio of pledged securities to investments:		

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Institution: TRADITION BANK (Depository Bank)

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Total CDs, MM, and Checking Accounts:	\$5,938.25	Collateral Security Agreement Required: No
Less FDIC coverage:	\$250,000.00	Collateral Security Agreement On File: No
Total pledged securities:	\$202,672.00	Investment Policy Received: Yes
Ratio of pledged securities to investments:		

---



**Harris County Improvement District No. 6 - GOF**  
**Actual Vs. Budget**  
December 2008

	Dec 08	Budget	\$ Over Budget	Jan - Dec 08	YTD Budget	\$ Over Budget	Annual Budget
<b>Income</b>							
14110 · Assessments	56,441.33	26,718.75	29,722.58	321,292.85	320,625.00	667.85	320,625.00
14120 · Collection Fees	0.00	0.00	0.00	6.89	0.00	6.89	0.00
14310 · Penalties & Interest	0.00	0.00	0.00	14,299.15	0.00	14,299.15	0.00
14380 · Interest	19.08	100.00	(80.92)	228.67	1,200.00	(971.33)	1,200.00
<b>Total Income</b>	<b>56,460.41</b>	<b>26,818.75</b>	<b>29,641.66</b>	<b>335,827.56</b>	<b>321,825.00</b>	<b>14,002.56</b>	<b>321,825.00</b>
<b>Expense</b>							
<b>Business Development</b>							
16125 · Marketing & Public Relations	0.00	2,083.33	(2,083.33)	0.00	25,000.00	(25,000.00)	25,000.00
16130 · Publications	0.00	833.33	(833.33)	0.00	10,000.00	(10,000.00)	10,000.00
16131 · Web Site Development	500.00	625.00	(125.00)	11,000.00	7,500.00	3,500.00	7,500.00
16140 · Web Site Maintenance	0.00	583.33	(583.33)	0.00	7,000.00	(7,000.00)	7,000.00
<b>Total Business Development</b>	<b>500.00</b>	<b>4,124.99</b>	<b>(3,624.99)</b>	<b>11,000.00</b>	<b>49,500.00</b>	<b>(38,500.00)</b>	<b>49,500.00</b>
<b>Dist Creation Costs &amp; To Date</b>							
16230 · Vinson & Elkins	0.00			49,100.72	46,491.00	2,609.72	46,491.00
16231 · Hawes Hill Calderon, LLP	0.00			60,226.36	60,471.00	(244.64)	60,471.00
16240 · Equi-Tax Inc	0.00			7,344.82	7,345.00	(0.18)	7,345.00
<b>Total Dist Creation Costs &amp; To Date</b>	<b>0.00</b>			<b>116,671.90</b>	<b>114,307.00</b>	<b>2,364.90</b>	<b>114,307.00</b>
<b>Project Staffing &amp; Admin</b>							
16150 · Admin & Management	1,200.00	700.00	500.00	8,400.00	8,400.00	0.00	8,400.00
16160 · Reimbursable Expenses	236.16	29.17	206.99	263.16	350.00	(86.84)	350.00
16170 · Reimbursable Mileage	96.24	8.75	87.49	491.20	105.00	386.20	105.00
16180 · Postage, Deliveries	0.00	10.00	(10.00)	21.35	120.00	(98.65)	120.00
16190 · Printing & Reproduction	197.27	35.00	162.27	1,307.88	420.00	887.88	420.00
16200 · Public Notices, Advertising	0.00	5.25	(5.25)	2,020.59	63.00	1,957.59	63.00
16210 · Project Management	2,300.00	1,341.67	958.33	16,100.00	16,100.00	0.00	16,100.00
16220 · Legal Services	0.00	1,000.00	(1,000.00)	7,221.25	12,000.00	(4,778.75)	12,000.00
16250 · Bookkeeping	463.69	141.67	322.02	1,493.69	1,700.00	(206.31)	1,700.00
16260 · Assessment Database Management	0.00	145.83	(145.83)	2,246.20	1,750.00	496.20	1,750.00
16270 · Office Supplies	0.00	29.17	(29.17)	333.74	350.00	(16.26)	350.00
16280 · Other	850.00	125.00	725.00	16,122.96	1,500.00	14,622.96	1,500.00
<b>Total Project Staffing &amp; Admin</b>	<b>5,343.36</b>	<b>3,571.51</b>	<b>1,771.85</b>	<b>56,022.02</b>	<b>42,858.00</b>	<b>13,164.02</b>	<b>42,858.00</b>
<b>Security and Public Safety</b>							
15410 · Vehicle Purchase	0.00	2,083.33	(2,083.33)	21,414.77	25,000.00	(3,585.23)	25,000.00
15420 · Contract Public Safety Services	3,960.00	1,500.00	2,460.00	3,960.00	18,000.00	(14,040.00)	18,000.00
15450 · Public Safety Insurance	0.00	250.00	(250.00)	2,572.00	3,000.00	(428.00)	3,000.00
16100 · Store Front Equipment	14.50	104.17	(89.67)	4,725.30	1,250.00	3,475.30	1,250.00
16110 · Graffiti Abatement	2,560.00	1,250.00	1,310.00	16,640.00	15,000.00	1,640.00	15,000.00
<b>Total Security and Public Safety</b>	<b>6,534.50</b>	<b>5,187.50</b>	<b>1,347.00</b>	<b>49,312.07</b>	<b>62,250.00</b>	<b>(12,937.93)</b>	<b>62,250.00</b>
<b>Transportation Planning</b>							
16120 · Mobility Planning	0.00	2,666.67	(2,666.67)	0.00	32,000.00	(32,000.00)	32,000.00
<b>Total Transportation Planning</b>							
					32,000.00	(32,000.00)	32,000.00
<b>Total Expense</b>	<b>12,377.86</b>	<b>15,550.67</b>	<b>(3,172.81)</b>	<b>233,005.99</b>	<b>300,915.00</b>	<b>(67,909.01)</b>	<b>300,915.00</b>
<b>Net Income</b>	<b>44,082.55</b>	<b>11,268.08</b>	<b>32,814.47</b>	<b>102,821.57</b>	<b>20,910.00</b>	<b>81,911.57</b>	<b>20,910.00</b>

# INVOICES



**Shooter and Lindsey, Inc.**  
P.O. Box 516  
Katy, TX 77402  
281-392-3607 fax 281-392-5245

Invoice No. **7095**

## INVOICE

<b>Customer</b>		<b>Date</b> 11/21/2008	
Name Montrose Boulevard Conservancy		Job No. 1681	
Address 3815 Montrose Blvd., Suite 211		Rep. Claude Wynn	
City Houston State TX ZIP 77006			
Re. Montrose Boulevard Esplanades			

Qty	Description	Unit Price	TOTAL
1	Services performed per Shooter and Lindsey, Inc.'s letter of 11/6/08	\$14,500.00	\$14,500.00
	Thank you.		

### Payment Details

- ☐ Cash  
☒ Check  
☐ Credit Card

SubTotal	\$14,500.00
Shipping & Handling	\$0.00
Taxes State	\$0.00
<b>TOTAL</b>	<b>\$14,500.00</b>

Office Use Only

We thank you for your business!



**Shooter and Lindsey, Inc.**  
P.O. Box 516  
Katy, TX 77402  
281-392-3607 fax 281-392-5245

Invoice No. **7094**

## INVOICE

<b>Customer</b>		<b>Date</b> 11/21/2008	
Name Montrose Boulevard Conservancy		Job No. 1681	
Address 3815 Montrose Blvd., Suite 211		Rep. Claude Wynn	
City Houston State TX ZIP 77006			
Re. Montrose Boulevard Esplanades			

Qty	Description	Unit Price	TOTAL
1	Landscape Maintenance for the Esplanades on Montrose Blvd. for the month of December 2008	\$850.00	\$850.00
	Thank you.		

### Payment Details

- ☐ Cash  
☒ Check  
☐ Credit Card

SubTotal	\$850.00
Shipping & Handling	\$0.00
Taxes State	\$0.00
<b>TOTAL</b>	<b>\$850.00</b>

Office Use Only

We thank you for your business!



**Greater East End Management District**

The New Day Begins!

3211 Harrisburg  
Houston Texas 77003  
Phone 713-928-9916  
Fax 713-928-2915

**Bill To:**  
Josh Hawes, Executive Director  
Harris County Improvement District #6  
P.O. Box 22161-2167  
Houston, Texas 77227

**For:**  
Graffiti Abatement Services

## INVOICE

DATE:  
October 7, 2008

INVOICE # 2

DESCRIPTION	Time	AMOUNT
September 2, 2008 - constituents visits, waiver collection, graffiti identification	8 Hour	\$ 640.00
area survey, graffiti identification, graffiti preparation, graffiti abatement, reporting		
September 3, 2008 - constituents visits, waiver collection, graffiti identification	8 Hour	\$ 640.00
area survey, graffiti identification, graffiti preparation, graffiti abatement, reporting		
September 6, 2008 - constituents visits, waiver collection, graffiti identification	8 Hour	\$ 640.00
area survey, graffiti identification, graffiti preparation, graffiti abatement, reporting		
September 7, 2008 - constituents visits, waiver collection, graffiti identification	8 Hour	\$ 640.00
area survey, graffiti identification, graffiti preparation, graffiti abatement, reporting		
September 20, 2008 - constituents visits, waiver collection, graffiti identification	8 Hour	\$ 640.00
area survey, graffiti identification, graffiti preparation, graffiti abatement, reporting		
September 25, 2008 - constituents visits, waiver collection, graffiti identification	8 Hour	\$ 640.00
area survey, graffiti identification, graffiti preparation, graffiti abatement, reporting		
<b>SUBTOTAL</b>		<b>\$ 3,840.00</b>
<b>TAX RATE</b>		
<b>SALES TAX</b>		
<b>OTHER</b>		
<b>TOTAL</b>		<b>\$ 3,840.00</b>



Please make all checks payable to: Greater East End Management District

If you have any questions concerning this invoice contact Hedy Wolpe, Program Director at (713) 928-9916

THANK YOU FOR YOUR BUSINESS!

16110





# Greater East End Management District

The New Day Begins!

3211 Harrisburg  
Houston Texas 77003  
Phone 713-928-9916  
Fax 713-928-2915

Bill To:  
David Hawes, Executive Director  
Harris County Improvement District #6  
P.O. Box 22161-2167  
Houston, Texas 77227

For:  
Graffiti Abatement Services

## INVOICE

DATE:  
December 8, 2008

INVOICE # 4

DESCRIPTION	Time	AMOUNT
November 1, 2008 - constituents visits, waiver collection, graffiti identification	8 Hour	\$ 640.00
area survey, graffiti identification, graffiti preparation, graffiti abatement, reporting		
November 8, 2008 - constituents visits, waiver collection, graffiti identification	8 Hour	\$ 640.00
area survey, graffiti identification, graffiti preparation, graffiti abatement, reporting		
November 13, 2008 - constituents visits, waiver collection, graffiti identification	8 Hour	\$ 640.00
area survey, graffiti identification, graffiti preparation, graffiti abatement, reporting		
November 21, 2008 - constituents visits, waiver collection, graffiti identification	8 Hour	\$ 640.00
area survey, graffiti identification, graffiti preparation, graffiti abatement, reporting		
November 24, 2008 - constituents visits, waiver collection, graffiti identification	8 Hour	\$ 640.00
area survey, graffiti identification, graffiti preparation, graffiti abatement, reporting		
<b>SUBTOTAL</b>		<b>\$ 3,200.00</b>
<b>TAX RATE</b>		
<b>SALES TAX</b>		
<b>OTHER</b>		
<b>TOTAL</b>		<b>\$ 3,200.00</b>



Please make all checks payable to: Greater East End Management District

If you have any questions concerning this invoice contact Hedy Wolpa, Program Director at (713) 928-9916

THANK YOU FOR YOUR BUSINESS!

16/110



## Equi-Tax Inc.

Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

17111 Rolling Creek Drive, Suite 200, Houston, Texas 77090  
P. O. Box 73109, Houston, Texas 77273  
Customer Service 281.444.3946  
Fax 281.440.8304

### NOTICE OF OVERPAYMENT

DATE 10-14-08  
CONTROL # 92  
DISTRICT HCID6 AMOUNT 54.26  
ACCOUNT# 92-037-031-000-001 DEPOSIT: 92-035

LEGAL DESCRIPTION LT II BLK 3  
Westmoreland  
REFUND TO LandAmerica Charter Title



4265 San Felipe #350  
Houston, Tx 77027

REASON overpayment

AMOUNT OF CHECK: 326.14 CHECK# 114486  
AMOUNT APPLIED: 271.88 LOAN#  
DIFFERENCE: 54.26 GP#  
COMPLETED BY: N Mason DATE: 10-14-08

Pay Period	Regular Hours	Regular Rate	Regular Pay	Overtime Hours	Overtime Rate	Overtime Pay	Total Pay
Dec-09	40	\$ 42.00	\$ 1,680.00	0	\$ -	\$ -	\$ 1,680.00
Dec-09	20	\$ 42.00	\$ 840.00	0	\$ -	\$ -	\$ 840.00
Dec-09	0	\$ 42.00	\$ -	0	\$ -	\$ -	\$ -
Nov-08	0	\$ 600.00	\$ -	0	\$ -	\$ -	\$ -
Nov-08	20	\$ 42.00	\$ 840.00	0	\$ -	\$ -	\$ 840.00
Nov-08	0	\$ 42.00	\$ -	0	\$ -	\$ -	\$ -
Nov-08	0	\$ 42.00	\$ -	0	\$ -	\$ -	\$ -
Nov-08	0	\$ 42.00	\$ -	0	\$ -	\$ -	\$ -
<b>TOTAL</b>			<b>\$ 2,520.00</b>			<b>\$ -</b>	<b>\$ 2,520.00</b>

THIS CHECK IS VOID WITHOUT A BLUE & GREEN BORDER AND BACKGROUND PINK & RED FINGERPRINT WATERMARK ON THE BACK - HOLD AT ANGLE TO VIEW.

Escrow Account  
LandAmerica Charter Title  
4265 San Felipe, Ste 350  
Houston, TX 77027  
713-871-9700

Amount Due \$ 114486

NO. 114486

DATE 10/10/2008

AMOUNT \$ 114486

PAY THREE HUNDRED TWENTY SIX AND 14/100 DOLLARS

ESCROW ACCOUNT  
VOID OVER 180 DAYS

AUTHORIZED SIGNATURE

AUTHORIZED SIGNATURE

SIGNATURE AREA CONTAINS A FINGERPRINT CHECK RECORD

\*0000114486\* 114486 51038141\*

ABSENCE OF PINK U.S. PATENT NUMBERS UNDER SIGNATURE INDICATES CHECK IS FRAUDULENT. PATENT NUMBERS ARE PRINTED WITH HEAT SENSITIVE INK & WILL DISAPPEAR WHEN BLOWING OR RUBBING.


**Equi-Tax Inc.**  
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www.equitaxinc.com

 17111 Rolling Creek Drive, Suite 200, Houston, Texas 77090  
 P. O. Box 73109, Houston, Texas 77273  
 Customer Service 281.444.3946  
 fax 281.440.8304
**NOTICE OF OVERPAYMENT**
 DATE 10-7-08  
 CONTROL # 92  
 DISTRICT HC106 AMOUNT 5.72  
 ACCOUNT# 92 057 033 000 0030 DEPOSIT: 92-034

 LEGAL DESCRIPTION LT 30 BLK 3  
Alden Place

 REFUND TO Minh Nguyen DO
P.O. Box 90608  
San Jose, CA 95108  
 REASON overpayment

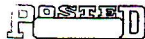
 AMOUNT OF CHECK: 359.74 CHECK# 7243-VISA  
 AMOUNT APPLIED: 354.02 LOAN# \_\_\_\_\_  
 DIFFERENCE: 5.72 GF# \_\_\_\_\_  
 COMPLETED BY: N. Mason DATE: 10-7-08

b0mydocatxforms/overpay


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 17111 Rolling Creek Drive, Suite 200, Houston, Texas 77090  
 P. O. Box 73109, Houston, Texas 77273  
 Customer Service 281.444.3946  
 fax 281.440.8304
**NOTICE OF OVERPAYMENT**
 DATE 10-28-08  
 CONTROL # 92  
 DISTRICT HC106 AMOUNT 978.20 1262.0  
 ACCOUNT# 92 127 752 001 0001 DEPOSIT: 92-039

 LEGAL DESCRIPTION Res A Blk 1  
Montrose Crossing South  
 REFUND TO Stewart Title

1980 Post Oak Blvd, Ste 110  
Houston, TX 77056  
 REASON overpayment

 AMOUNT OF CHECK: 4864.20 CHECK# 41070080  
 AMOUNT APPLIED: 3886.00 LOAN# \_\_\_\_\_  
 DIFFERENCE: 978.20 GF# \_\_\_\_\_  
 COMPLETED BY: N. Mason DATE: 10-28-08

b0mydocatxforms/overpay

**KENNETH R. BYRD TAX ASSESSOR-COLLECTOR**
 ESCROW ACCOUNT  
 17111 ROLLING CREEK DRIVE, STE 200  
 HOUSTON, TEXAS 77090-2436  
 (281) 444-4866

 WELLS FARGO BANK, N.A.  
 37-65-1119

10/3/2008

PAY TO THE ORDER OF Harris County Improvement District NO. 6

\$ \*\*359.74

Three Hundred Fifty-Nine and 74/100 \*\*\*\*\* DOLLARS

 Harris County Improvement District NO. 6  
 PO Box 73109  
 Houston TX 77273-3109

MEMO

Credit Card Payment 92 057 033 000 0030

\*007243\* \*111900659\* 1007285453\*

THIS CHECK IS VOID UNLESS PRESENTED FOR PAYMENT AT THIS BANK WITHIN 60 DAYS FROM DATE HEREOF		<b>STEWART TITLE OF HOUSTON</b> ESCROW ACCOUNT HOUSTON, TEXAS		NO. <b>41070080</b> 41-00070080
EO: MARC LAROCCA KID: MLR		PAY FOUR THOUSAND EIGHT HUNDRED SIXTY FOUR AND 20/100		
TO THE ORDER OF	HARRIS COUNTY ID #6 (EQUITAX)	G.F. NO.	DATE	AMOUNT
		08123223	10/24/2008	***4,864.20
AMECO BANK OF TEXAS, N.A. HOUSTON, TEXAS		 41070080 *113011258* 10074756*		





**Equi-Tax Inc.**  
Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

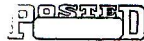
17111 Rolling Creek Drive, Suite 200, Houston, Texas 77090  
P. O. Box 73109, Houston, Texas 77273  
Customer Service 281.444.3946  
fax 281.440.8104

**NOTICE OF OVERPAYMENT**

DATE 10-23-08  
CONTROL # 92  
DISTRICT HC106 AMOUNT 99.55  
ACCOUNT# 92 026 147 000 0012 DEPOSIT: 92-037

LEGAL DESCRIPTION LT 12 BLK 21  
Montrose

REFUND TO Texas American Title Co



11757 Katy Freeway 110  
Houston, Tx 77079

REASON Overpayment

AMOUNT OF CHECK: 598.41 CHECK# 717582202  
AMOUNT APPLIED: 498.86 LOAN#  
DIFFERENCE: 99.55 GF#  
COMPLETED BY: Amason DATE: 10-23-08

idm\doc\tax\forms\overpay

**INVOICE**

[seven Consulting, Inc]

7327 Rustling Oaks Dr  
Richmond, Texas 77035  
713.542.5287 c 832.201.7601 f  
gschulte27@comcast.net

INVOICE NO. [232]  
DATE January 6, 2009  
CUSTOMER ID HHCLLP

TO: Hawes Hill Calderon LLP  
Bill Calderon  
10103 Fondren Rd, Suite 300  
Houston, Texas 77096  
713.959.1200

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
	Oct-08	Due upon receipt	

QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
5.00	montrosedistrict.org web site/database monthly maintenance (October 2008)	100.00	500.00
	<b>Website</b> (Complete backup of your website, Professional edits-your web site maintains its quality, Product changes and additions, Updates, Add breaking news or upcoming events, Add photos, graphics, graphs and charts, Text re-writes and improvements, Site facelifts and makeovers, text updates, photo updates, pdf updates, adding/deleting pages)		
	<b>SharePoint Environment</b> (Backing Up and Restoring Databases, Backing Up and Restoring Web Sites, Backup and Restore Options for Windows SharePoint Services, Installing Service Packs for Windows SharePoint Services, Managing and Customizing Search, Managing Content Databases, Managing Sites and Subsites, Managing the Configuration Database, Migrating and Upgrading, Security Considerations and Site Configurations, Troubleshooting Other Issues, Upgrade Considerations, Planning, Installation, Security, Configuration, Administration, Backup and Migration, Maintenance, Customization, Troubleshooting)		
	SUBTOTAL	\$	500.00
	SALES TAX		
	TOTAL	\$	500.00

Make all checks payable to seven Consulting, Inc.  
THANK YOU FOR YOUR BUSINESS!

ESCROW ACCOUNT  
717502202  
DATE 10/17/2008  
AMOUNT \$598.41  
PAY Five Hundred Ninety-Eight and 41/100 Dollars  
TO THE ORDER OF Harris County 12 # 8  
P.O. BOX 73109  
HOUSTON TX 77273  
PROP ID MEMO  
VOID AFTER 30 DAYS - TWO SIGNATURES REQUIRED

\*717502202\* \*313074370\* 19127\*

**INVOICE**

[seven Consulting, Inc]

7327 Rustling Oaks Dr  
Richmond, Texas 77035  
713.542.5287 c 832.201.7601 f  
gschulte27@comcast.net

INVOICE NO. [242]  
DATE January 6, 2009  
CUSTOMER ID HHCLLP

TO: Hawes Hill Calderon LLP  
Bill Calderon  
10103 Fondren Rd, Suite 300  
Houston, Texas 77096  
713.959.1200

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
	Nov-08	Due upon receipt	

QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
5.00	montrosedistrict.org web site/database monthly maintenance (November 2008)	100.00	500.00
	<b>Website</b> (Complete backup of your website, Professional edits-your web site maintains its quality, Product changes and additions, Updates, Add breaking news or upcoming events, Add photos, graphics, graphs and charts, Text re-writes and improvements, Site facelifts and makeovers, text updates, photo updates, pdf updates, adding/deleting pages)		
	<b>SharePoint Environment</b> (Backing Up and Restoring Databases, Backing Up and Restoring Web Sites, Backup and Restore Options for Windows SharePoint Services, Installing Service Packs for Windows SharePoint Services, Managing and Customizing Search, Managing Content Databases, Managing Sites and Subsites, Managing the Configuration Database, Migrating and Upgrading, Security Considerations and Site Configurations, Troubleshooting Other Issues, Upgrade Considerations, Planning, Installation, Security, Configuration, Administration, Backup and Migration, Maintenance, Customization, Troubleshooting)		
	SUBTOTAL	\$	500.00
	SALES TAX		
	TOTAL	\$	500.00

Make all checks payable to seven Consulting, Inc.  
THANK YOU FOR YOUR BUSINESS!

200 River Pointe ■ Suite 240 ■ Conroe, Texas 77304 ■ Phone: 936.756.1644 ■ Fax: 936.756.1844

December 11, 2008

Harris County Improvement District No. 6  
Susan Hill  
Hawes Hill Calderon LLP  
10103 Fondren Road #300  
Houston, TX 77006

Client/Matter Number HAR288 67000  
Invoice Number 25289620  
Billing Attorney Clerk S. Lord

Client/Matter Number HAR288 67000  
Invoice Number 25289620  
Billing Attorney Clerk S. Lord

Re: Special Counsel

POSTED

## Fees for services posted through November 30, 2008:

Date	Clark S. Lord	Hours	Amount
11/07/08	Discuss legislative options with David Hawes and Barron Wallace.	1.00	360.00
11/12/08	Discuss legislative issues with Claude Wynne.	0.25	90.00
11/19/08	Meeting with John Darrah to discuss inclusion in district.	1.50	540.00
11/26/08	Prepare and revise agenda; discuss agenda issues with David Hawes and Susan Hill; revise Orders and hearing transcript.	1.00	360.00
Date	Thomas R. McCasland	Hours	Amount
11/18/08	Draft transcript for the supplemental hearing.	3.00	915.00
11/18/08	Review edits of transcript (made by Joyce Fontenot); edit transcript; correspond with Clark Lord and Susan Hill regarding same; draft Resolution authorizing supplemental hearing.	2.50	762.50
11/26/08	Draft transcript for supplemental hearing.	1.00	306.00
Date	Athea D. Davis	Hours	Amount
11/25/08	Read script for Public Hearing to be held on December 3, 2008; make notes regarding same; prepare Hearing Examiner's Report regarding supplementing the assessment role for the Public Hearing on December 3, 2008; send same to Tom McCasland to review.	2.00	500.00
11/26/08	Prepare Affidavit of Mailing; e-mail to Pat Hall for signature, tax assessor/collector for the District; print and file same.	0.50	125.00
11/26/08	Locate documents for the public hearing to be held on 12/3/08.	0.50	125.00
11/26/08	Prepare Order Approving the Supplemental Assessment Role and Levying an Assessment for 2008 for the Board to adopt at the meeting on 12/03/08; give draft to Clark Lord for review.	1.00	250.00
11/26/08	Prepare Order regarding Year 2 Assessment for the Board to adopt at the meeting on 12/3/08; give to Clark Lord for review.	0.50	125.00
11/26/08	E-mail Susan Hill regarding sending over an executed Order Granting Petition; print resolution Ordering Preparation of Supplemental Assessment Roll.	0.25	62.50
11/26/08	Make revisions to the Hearing Examiner's Report regarding the public	0.25	62.50

Please reference client/matter and invoice numbers when making payment.  
PLEASE REMIT TO: P.O. BOX 200113, HOUSTON, TEXAS 77216-0113 I.R.S. NO. 74-1183015

Vinson & Elkins LLP, Attorneys at Law, Abu Dhabi, Austin, Beijing, Dallas, Dubai, First City Tower, 1001 Fannin St., Suite 2500, Houston, TX 77002-6780  
Hong Kong, Houston, London, Moscow, New York, Shanghai, Tokyo, Washington Tel 713.758.2222 Fax 713.758.2346 www.vew.com

Re: Special Counsel

hearing to be held on 12/03/08 suggested by Tom McCasland; give to Clark Lord for final review.

Total 15.25 \$4,582.50 16220

## Disbursements and other charges posted through November 30, 2008:

Photocopy	
11/17/08	TNM 8 pages @ 0.15 per page 1.20
	Photocopy 1.20 1619
Filing Fees	
11/26/08	CSL County Clerk of Harris County; INVOICE#: 199575; DATE: 11/26/2008 - 9.00
	Filing Fee 9.00 16470
Postage	
11/18/08	TNM Postage, 1 piece 0.42
	Postage 0.42 1618
Total	\$10.62
Total Invoice	\$4,593.12 ✓

Please reference client/matter and invoice numbers when making payment.  
PLEASE REMIT TO: P.O. BOX 200113, HOUSTON, TEXAS 77216-0113 I.R.S. NO. 74-1183015

Vinson & Elkins LLP, Attorneys at Law, Abu Dhabi, Austin, Beijing, Dallas, Dubai, First City Tower, 1001 Fannin St., Suite 2500, Houston, TX 77002-6780  
Hong Kong, Houston, London, Moscow, New York, Shanghai, Tokyo, Washington Tel 713.758.2222 Fax 713.758.2346 www.vew.com

Hawes Hill Calderon LLP  
P.O. Box 22167  
Houston TX 77227-2167

Invoice

Bill To:

MD- HCID # 6- Montrose  
P.O. Box 22167  
Houston, TX 77227

POSTED

DATE	DESCRIPTION	AMOUNT
	Professional Consulting & Administrative Fee December 2008 ✓	\$3,500.00 16150
	Reimbursable expenses as follows:	16210
12/1/2008	Hour Messenger	\$163.40 1616
12/2/2008	Hellman Ford per attachment	\$23.00 1616
2/12/2008	Chevron	\$11.92 1616
12/12/2008	Chevron	\$15.21 1616
12/12/2008	Advanced Tracking per attachment	\$14.50 16100
12/18/2008	Chevron	\$22.63 1616
	Mileage, R. Hill per attachment November	\$14.63
	Mileage, R. Hill per attachment December	\$28.08
	Mileage, D. Hawes per attachment	\$53.53 > 16170
	In house copies 1174 copies @ .15 each & 19 sets	\$195.10 16190
	In house postage	\$2.17 16190
	Sales Tax:	\$0.00
	Total Amount:	\$4,044.17
	Amount Applied:	\$0.00
	Balance Due:	\$4,044.17 ✓



# INVOICES

01/16/2009 20:18 ANCO-MCDONALD

(FAX)

P.001/001

**Anco-McDonald Waterworks**  
Insurance Services L.L.C.  
611 B Morton  
Richmond, TX 77469  
Phone : 281-342-6837 Fax : 281-341-6837

**Harris County Imp. Dist. No. 6**  
Hawes Hill & Calderon  
PO Box 22167  
Houston, TX PO Box 221

<b>INVOICE # 3523</b>	
HCID6-1-7001	GL 01/16/09
04-CA-002765790	
Mid-Continent Casualty	
Anco McDonald Waterworks	
07/31/08	07/31/09 01/16/09
\$ 1,000.00	

INVOICE # 3523

27511 01/16/09 MEM BAUT 08-09 GL \$ 1,000.00

TO: Susan Hill @Hawes, Hill, Calderon LLP Fx #713-595-1276

**Invoice Balance: \$ 1,000.00**

Thank You



**Shooter and Lindsey, Inc.**

P. O. Box 516  
Katy, TX 77492  
281-302-3807 fax 281-302-5245

Invoice No. 7095

## INVOICE

<b>Customer</b>		<b>Date</b> 11/21/2008	
Name Montrose Boulevard Conservancy		Job. No. 1681	
Address 3815 Montrose Blvd., Suite 211		Rep. Claude Wynn	
City Houston State TX ZIP 77006			
Re: Montrose Boulevard Esplanades			

Qty	Description	Unit Price	TOTAL
1	Services performed per Shooter and Lindsey, Inc.'s letter of 11/6/08	\$14,500.00	\$14,500.00
	Thank you.		

### Payment Details

- ☐ Cash  
☒ Check  
☐ Credit Card

SubTotal	\$14,500.00
Shipping & Handling	\$0.00
Taxes State	\$0.00
<b>TOTAL</b>	<b>\$14,500.00</b>

Office Use Only

We thank you for your business!



**Shooter and Lindsey, Inc.**

P. O. Box 516  
Katy, TX 77492  
281-302-3807 fax 281-302-5245

Invoice No. 7094

## INVOICE

<b>Customer</b>		<b>Date</b> 11/21/2008	
Name Montrose Boulevard Conservancy		Job. No. 1681	
Address 3815 Montrose Blvd., Suite 211		Rep. Claude Wynn	
City Houston State TX ZIP 77006			
Re: Montrose Boulevard Esplanades			

Qty	Description	Unit Price	TOTAL
1	Landscape Maintenance for the Esplanades on Montrose Blvd. for the month of December 2008	\$850.00	\$850.00
	Thank you.		

### Payment Details

- ☐ Cash  
☒ Check  
☐ Credit Card

SubTotal	\$850.00
Shipping & Handling	\$0.00
Taxes State	\$0.00
<b>TOTAL</b>	<b>\$850.00</b>

Office Use Only

We thank you for your business!





# Greater East End Management District

The New Day Begins!

3211 Harrisburg  
Houston Texas 77003  
Phone 713-928-9916  
Fax 713-928-2915

Bill To:  
Josh Hawes, Executive Director  
Harris County Improvement District #6  
P.O. Box 22161-2167  
Houston, Texas 77227

For:  
Graffiti Abatement Services

## INVOICE

DATE:  
October 7, 2008

INVOICE # 2

DESCRIPTION	Time	AMOUNT
September 2, 2008 - constituents visits, waiver collection, graffiti identification	8 Hour	\$ 640.00
area survey, graffiti identification, graffiti preparation, graffiti abatement, reporting		
September 3, 2008 - constituents visits, waiver collection, graffiti identification	8 Hour	\$ 640.00
area survey, graffiti identification, graffiti preparation, graffiti abatement, reporting		
September 6, 2008 - constituents visits, waiver collection, graffiti identification	8 Hour	\$ 640.00
area survey, graffiti identification, graffiti preparation, graffiti abatement, reporting		
September 7, 2008 - constituents visits, waiver collection, graffiti identification	8 Hour	\$ 640.00
area survey, graffiti identification, graffiti preparation, graffiti abatement, reporting		
September 20, 2008 - constituents visits, waiver collection, graffiti identification	8 Hour	\$ 640.00
area survey, graffiti identification, graffiti preparation, graffiti abatement, reporting		
September 25, 2008 - constituents visits, waiver collection, graffiti identification	8 Hour	\$ 640.00
area survey, graffiti identification, graffiti preparation, graffiti abatement, reporting		
<b>SUBTOTAL</b>		<b>\$ 3,840.00</b>
<b>TAX RATE</b>		<b>\$ -</b>
<b>SALES TAX</b>		<b>\$ -</b>
<b>OTHER</b>		<b>\$ -</b>
<b>TOTAL</b>		<b>\$ 3,840.00</b>



Please make all checks payable to: Greater East End Management District

If you have any questions concerning this invoice contact Hedy Wolpa, Program Director at (713) 928-9916

THANK YOU FOR YOUR BUSINESS!

16/10



# Greater East End Management District

The New Day Begins!

3211 Harrisburg  
Houston Texas 77003  
Phone 713-928-9916  
Fax 713-928-2915

Bill To:  
David Hawes, Executive Director  
Harris County Improvement District #6  
P.O. Box 22161-2167  
Houston, Texas 77227

For:  
Graffiti Abatement Services

## INVOICE

DATE:  
December 8, 2008

INVOICE # 4

DESCRIPTION	Time	AMOUNT
November 1, 2008 - constituents visits, waiver collection, graffiti identification	8 Hour	\$ 640.00
area survey, graffiti identification, graffiti preparation, graffiti abatement, reporting		
November 8, 2008 - constituents visits, waiver collection, graffiti identification	8 Hour	\$ 640.00
area survey, graffiti identification, graffiti preparation, graffiti abatement, reporting		
November 13, 2008 - constituents visits, waiver collection, graffiti identification	8 Hour	\$ 640.00
area survey, graffiti identification, graffiti preparation, graffiti abatement, reporting		
November 21, 2008 - constituents visits, waiver collection, graffiti identification	8 Hour	\$ 640.00
area survey, graffiti identification, graffiti preparation, graffiti abatement, reporting		
November 24, 2008 - constituents visits, waiver collection, graffiti identification	8 Hour	\$ 640.00
area survey, graffiti identification, graffiti preparation, graffiti abatement, reporting		
<b>SUBTOTAL</b>		<b>\$ 3,200.00</b>
<b>TAX RATE</b>		<b>\$ -</b>
<b>SALES TAX</b>		<b>\$ -</b>
<b>OTHER</b>		<b>\$ -</b>
<b>TOTAL</b>		<b>\$ 3,200.00</b>



Please make all checks payable to: Greater East End Management District

If you have any questions concerning this invoice contact Hedy Wolpa, Program Director at (713) 928-9916

THANK YOU FOR YOUR BUSINESS!

16/10



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17111 Rolling Creek Drive, Suite 200, Houston, Texas 77090  
P.O. Box 73109, Houston, Texas 77273  
Customer Service 281.444.3946  
Fax 281.440.8304

### NOTICE OF OVERPAYMENT

DATE 10-14-08  
CONTROL # 92  
DISTRICT HC106 AMOUNT 54.26  
ACCOUNT# 92-037-031-000-0011 DEPOSIT: 92-035

LEGAL DESCRIPTION LT II BLK 3  
Westmoreland  
REFUND TO LandAmerica Charter Title

4265 San Felipe #350  
Houston, Tx 77027

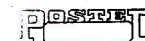
REASON Overpayment

AMOUNT OF CHECK: 326.14 CHECK# 114486

AMOUNT APPLIED: 271.88 LOAN#

DIFFERENCE: 54.26 GF#

COMPLETED BY: NMason DATE: 10-14-08



Payee Name	Address	Period	Regular Pay	Special Pay	Holiday Pay	Total Pay
Victor Beserra	12265 Fondren #1511, Houston, TX 77035	Dec-09	40	\$ 42.00	0	\$ 1,680.00
Jesse Omelas	9659 Meadowdale Houston, TX 77063	Dec-09	20	\$ 42.00	0	\$ 840.00
Andrew Duncan	Coordinator Fee	Dec-09	0	\$ 42.00	0	\$ -
		Nov-08		\$ 600.00		\$ -
		Nov-08		\$ 600.00		\$ -
		Nov-08		\$ 840.00		\$ -
Daniel Molina	17106 Pleasant Rd, Needville, TX 77461	Nov-08	20	\$ 42.00	0	\$ 840.00
Margarito Frios		Nov-08	0	\$ 42.00	0	\$ -
<b>TOTAL AMOUNT</b>						<b>\$ 3,960.00</b>

THIS CHECK IS VOID WITHOUT A BLUE & GREEN BORDER AND BACKGROUND PATTERN & FINGERPRINT WATERMARK ON THE BACK. HOLD AT ANGLE TO VIEW.

Escrow Account  
LandAmerica Charter Title  
4265 San Felipe, Ste 350  
Houston, TX 77027  
(713) 871-9700

Arroyo Bank  
TX  
NO. 114486

DATE	AMOUNT
10/10/2008	\$326.14

PAY TO THE ORDER OF  
THREE HUNDRED TWENTY SIX AND 14/100 DOLLARS

ESCROW ACCOUNT  
VOID OVER 180 DAYS

AUTHORIZED SIGNATURE

AUTHORIZED SIGNATURE

HC 124 ON EQUIPMENT  
P.O. Box 73109  
Houston, TX 77273

0000114486 0113011258 51038111

SIGNATURE AREA CONTAINS A FINGERPRINT & FINGERPRINT CHECK MARKING

ABSENCE OF PINK U.S. PATENT NUMBERS UNDER SIGNATURE INDICATES CHECK IS FRAUDULENT. PATENT NUMBERS ARE PRINTED WITH HEAT SENSITIVE INK & WILL DISAPPEAR WHEN BLOWING OR RUBBING.



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Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

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P. O. Box 73109, Houston, Texas 77273  
Customer Service 281.444.3946  
fax 281.440.8304

### NOTICE OF OVERPAYMENT

DATE 10-7-08  
CONTROL # 92  
DISTRICT HC106 AMOUNT 5.72  
ACCOUNT# 92 057 033 000 0030 DEPOSIT: 92-034

LEGAL DESCRIPTION LT 30 BLK 3  
Alden Place

REFUND TO Minh Nguyen DO

P.O. Box 90608  
San Jose, CA 95109  
REASON overpayment

AMOUNT OF CHECK: 359.74 CHECK# 7243-VISA  
AMOUNT APPLIED: 354.02 LOAN#  
DIFFERENCE: 5.72 GF#  
COMPLETED BY: N. Mason DATE: 10-7-08

td/mydocs/taxforms/overpay

7243

KENNETH R. BYRD TAX ASSESSOR-COLLECTOR

ESCROW ACCOUNT  
17111 ROLLING CREEK DRIVE, STE 200  
HOUSTON, TEXAS 77090-2438  
(281) 444-4866

WELLS FARGO BANK, N.A.  
37-05-1119

10/3/2008

AY TO THE ORDER OF Harris County Improvement District NO. 6

\$ \*\*359.74

Three Hundred Fifty-Nine and 74/100

DOLLARS

Harris County Improvement District NO. 6  
PO Box 73109  
Houston TX 77273-3109

MEMO

Credit Card Payment 82 057 033 000 0030

Sharon K. R. R. R.

007243 0111900659 007285453



**Equi-Tax Inc.**  
Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

17111 Rolling Creek Drive, Suite 200, Houston, Texas 77090  
P. O. Box 73109, Houston, Texas 77273  
Customer Service 281.444.3946  
fax 281.440.8304

### NOTICE OF OVERPAYMENT

DATE 10-28-08  
CONTROL # 92  
DISTRICT HC106 AMOUNT 978.20 12620  
ACCOUNT# 92 129 752 001 0001 DEPOSIT: 92-039

LEGAL DESCRIPTION Res A Blk 1  
Montrose Crossing South

REFUND TO Stewart Title

1980 Post Oak Blvd., Ste 110  
Houston, TX 77056

REASON overpayment

AMOUNT OF CHECK: 4864.20 CHECK# 41070080  
AMOUNT APPLIED: 3886.00 LOAN#  
DIFFERENCE: 978.20 GF#  
COMPLETED BY: N. Mason DATE: 10-28-08

td/mydocs/taxforms/overpay



THIS CHECK IS VOID UNLESS  
PRESENTED FOR PAYMENT  
AT THE BANK WITHIN 90  
DAYS FROM DATE HEREOF.

STEWART TITLE OF HOUSTON  
ESCROW ACCOUNT  
HOUSTON, TEXAS

NO. 41070080  
41-00070080

EO: MARC LAROCCA  
KID: MLR

PAY FOUR THOUSAND EIGHT HUNDRED SIXTY FOUR AND 20/100

Q.F. NO. 08123223 DATE 10/24/2008 AMOUNT \$4,864.20

HARRIS COUNTY ID #6 (EQUITAX)

AMECO BANK OF TEXAS, N.A.  
HOUSTON, TEXAS

41070080 113011258 007 475 B



Equi-Tax Inc.

Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

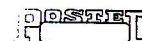
17111 Rolling Creek Drive, Suite 200, Houston, Texas 77090  
P. O. Box 73109, Houston, Texas 77273  
Customer Service 281.444.3946  
Fax 281.440.8304

# NOTICE OF OVERPAYMENT

DATE 10-23-08  
CONTROL # 92  
DISTRICT HC106 AMOUNT 99.55 ✓  
ACCOUNT# 92 026 147 000 0012 DEPOSIT: 92-037

LEGAL DESCRIPTION LT 12 BLK 21  
Montrose

REFUND TO Texas American Title Co



11757 Katy Freeway 110  
Houston, Tx 77079 ✓

REASON Overpayment

AMOUNT OF CHECK: 598.41 CHECK# 717 502202  
AMOUNT APPLIED: 498.86 LOAN#  
DIFFERENCE: 99.55 GF#  
COMPLETED BY: Nmason DATE: 10-23-08

b1/mydocatx/forms/overpay

ESCROW ACCOUNT

Texas American Title Company

FILE # 7175-08-1167 DATE 10/17/2008 AMOUNT \$598.41

PAY Five Hundred Ninety-Eight and 41/100 Dollars

TO THE ORDER OF Harris County ID # 9  
P.O. BOX 73109  
Houston TX 77273

PROP ID MEMO

VOID AFTER 60 DAYS - TWO SIGNATURES REQUIRED

717502202 1313074370 19127

# INVOICE

[Zseven Consulting, Inc.]

7327 Rustling Oaks Dr  
Richmond, Texas 77035  
713.542.5287 c 832.201.7601 f  
gschulte27@comcast.net

INVOICE NO. [232] ✓  
DATE January 6, 2009  
CUSTOMER ID HNKLLP

TO Hawes Hill Calderon LLP  
Bill Calderon  
10103 Fondren Rd, Suite 300  
Houston, Texas 77096  
713.959.1200

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
	Oct-08	Due upon receipt	
QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
5.00	montrosedistrict.org web site/database monthly maintenance (October 2008)	100.00	500.00
	<p><b>Website</b> (Complete backup of your website, Professional edits-your web site maintains its quality, Product changes and additions, Updates, Add breaking news or upcoming events, Add photos, graphics, graphs and charts, Text re-writes and improvements, Site facelifts and makeovers, text updates, photo updates, pdf updates, adding/deleting pages)</p> <p><b>SharePoint Environment</b> (Backing Up and Restoring Databases, Backing Up and Restoring Web Sites, Backup and Restore Options for Windows SharePoint Services, Installing Service Packs for Windows SharePoint Services, Managing and Customizing Search, Managing Content Databases, Managing Sites and Subsites, Managing the Configuration Database, Migrating and Upgrading, Security Considerations and Site Configurations, Troubleshooting Other Issues, Upgrade Considerations, Planning, Installation, Security, Configuration, Administration, Backup and Migration, Maintenance, Customization, Troubleshooting)</p>		
		SUBTOTAL	\$ 500.00
		SALES TAX	
		TOTAL	\$ 500.00 ✓

Make all checks payable to Zseven Consulting, Inc.

THANK YOU FOR YOUR BUSINESS!

THANK YOU FOR YOUR BUSINESS!





MUNICIPAL ACCOUNTS  
& CONSULTING, L.P.

## Invoice

Harris County ID No. 6  
1300 Post Oak Blvd., Suite 1600  
Houston, TX 77056

Date	Invoice #
1/1/2009	12395

Description	Amount
Monthly Bookkeeping	450.00
Prepare annual budget	60.00
Additional Meeting Time	45.00
Travel Time	40.00
Xerox	2.15
Xerox	18.00
Total Reimbursable Expenses	20.15
<b>Total</b>	<b>\$615.15</b>
<b>Balance</b>	<b>\$615.15</b>

113 Spicewood Springs Rd., Suite 102 • Austin, TX 78759 • Phone: 512-782-2400 • Fax: 512-795-9968 • www.municipalaccounts.com

1300 Post Oak Blvd. • Suite 1600 • Houston, Texas 77056 • Phone: 713.623.4539 • Fax: 713.629.6859

200 River Pointe • Suite 240 • Conroe, Texas 77304 • Phone: 936.756.1644 • Fax: 936.756.1844

Vinson&Elkins

## Invoice

December 11, 2008

Harris County Improvement District No. 6  
Susan Hill  
Hawes Hill Calderon LLP  
10103 Fondren Road #300  
Houston, TX 77096

Client/Matter Number HAR288 67000  
Invoice Number 25289620  
Billing Attorney Clark S. Lord

Re: Special Counsel

POSTED

Fees for services posted through November 30, 2008:

Date	Clark S. Lord	Hours	Amount
11/07/08	Discuss legislative options with David Hawes and Barron Wallace.	1.00	360.00
11/12/08	Discuss legislative issues with Claude Wynne.	0.25	90.00
11/18/08	Meeting with John Darrah to discuss inclusion in district.	1.50	540.00
11/26/08	Prepare and revise agenda; discuss agenda issues with David Hawes and Susan Hill; revise Orders and hearing transcript.	1.00	360.00
Date	Thomas N. McCasland	Hours	Amount
11/18/08	Draft transcript for the supplemental hearing.	3.00	915.00
11/19/08	Review edits of transcript (made by Joyce Fontenot); edit transcript; correspond with Clark Lord and Susan Hill regarding same; draft Resolution authorizing supplemental hearing.	2.50	762.50
11/26/08	Draft transcript for supplemental hearing.	1.00	306.00
Date	Athena D. Davis	Hours	Amount
11/25/08	Read script for Public Hearing to be held on December 3, 2008; make notes regarding same; prepare Hearing Examiner's Report regarding supplementing the assessment role for the Public Hearing on December 3, 2008; send same to Tom McCasland to review.	2.00	500.00
11/26/08	Prepare Affidavit of Mailing; e-mail to Pat Hall for signature; fax assessor/collector for the District; print and file same.	0.50	125.00
11/26/08	Locate documents for the public hearing to be held on 12/3/08.	0.50	125.00
11/26/08	Prepare Order Approving the Supplemental Assessment Role and Levying an Assessment for 2008 for the Board to adopt at the meeting on 12/3/08; give draft to Clark Lord for review.	1.00	250.00
11/26/08	Prepare Order regarding Year 2 Assessment for the Board to adopt at the meeting on 12/3/08; give to Clark Lord for review.	0.50	125.00
11/26/08	E-mail Susan Hill regarding sending over an executed Order Granting Petition; print resolution Ordering Preparation of Supplemental Assessment Roll.	0.25	62.50
11/26/08	Make revisions to the Hearing Examiner's Report regarding the public	0.25	62.50

Please reference client/matter and invoice numbers when making payment.  
PLEASE REMIT TO: P.O. BOX 200113, HOUSTON, TEXAS 77216-0113

L.R.S. NO. 74-1183015

Vinson & Elkins LLP Attorneys at Law Abu Dhabi Austin Beijing Dallas Dubai First City Tower, 1001 Fannin St., Suite 2600, Houston, TX 77002-4760  
Hong Kong Houston London Moscow New York Shanghai Tokyo Washington Tel 713.756.2222 Fax 713.756.2346 www.velson.com

## V&E Invoice

Harris County Improvement District No. 6 December 11, 2008 Page 2

Client/Matter Number HAR288 67000  
Invoice Number 25289620  
Billing Attorney Clark S. Lord

Re: Special Counsel

hearing to be held on 12/03/08 suggested by Tom McCasland; give to Clark Lord for final review.

Total 15.25 \$4,582.50 16220

Disbursements and other charges posted through November 30, 2008:

Photocopy	
11/17/08 TNM 8 pages @ 0.15 per page	1.20
Photocopy	\$1.20 1619
Filing Fees	
11/26/08 CSL County Clerk of Harris County; INVOICE#: 199675; DATE: 11/26/2008 - Filing Fee	9.00
Filing Fees	\$9.00 16470
Postage	
11/18/08 TNM Postage, 1 piece	0.42
Postage	\$0.42 1616
Total	\$10.62
Total Invoice	\$4,593.12

Please reference client/matter and invoice numbers when making payment.  
PLEASE REMIT TO: P.O. BOX 200113, HOUSTON, TEXAS 77216-0113 L.R.S. NO. 74-1183015

Vinson & Elkins LLP Attorneys at Law Abu Dhabi Austin Beijing Dallas Dubai First City Tower, 1001 Fannin St., Suite 2600, Houston, TX 77002-4760  
Hong Kong Houston London Moscow New York Shanghai Tokyo Washington Tel 713.756.2222 Fax 713.756.2346 www.velson.com

Hawes Hill Calderon LLP  
P.O. Box 22167  
Houston TX 77227-2167

Invoice

Bill To:

MD- HCID # 6- Montrose  
P.O. Box 22167  
Houston, TX 77227

POSTED

DATE	DESCRIPTION	AMOUNT
	Professional Consulting & Administrative Fee December 2008	\$3,500.00 16150
	Reimbursable expenses as follows:	16210
12/1/2008	Hour Messenger	\$163.40 1616
12/2/2008	Hellman Ford per attachment	\$23.00 1616
2/12/2008	Chevron	\$11.92 1616
12/12/2008	Chevron	\$15.21 1616
12/12/2008	Advanced Tracking per attachment	\$14.50 16100
12/18/2008	Chevron	\$22.63 1616
	Mileage, R. Hill per attachment November	\$14.63
	Mileage, R. Hill per attachment December	\$28.08
	Mileage, D. Hawes per attachment	\$53.53 16170
	In house copies 1174 copies @ .15 each & 19 sets	\$195.10 16190
	In house postage	\$2.17 16190
Sales Tax:		\$0.00
Total Amount:		\$4,044.17
Amount Applied:		\$0.00
Balance Due:		\$4,044.17

**HARRIS COUNTY IMPROVEMENT DISTRICT NO. 6**  
**ASSESSMENT COLLECTION REPORT**  
**December 31, 2008**  
**BILLING AND COLLECTION SUMMARY**  
**FISCAL YEAR**  
**01/01/08 - 12/31/08**

YEAR	RATE	TOTAL LEVY	COLLECTIONS	RECEIVABLE	% COLLECTED
2008	0.12500	\$385,041.37	\$54,671.31	\$330,370.06	14%
2007	0.12500	\$329,617.23	\$272,455.24	\$57,161.99	83%

Current Month Activity

Revenue:	<u>Current Month</u>	<u>Year to Date</u>
2008 Assessment Collected	54,671.31	54,671.31
2007 Assessment Collected	1,500.01	272,455.24
Penalty & Interest	270.01	7,562.85
Overpayments	0.00	5,316.07
Collection Fees	0.00	6.89
Court Fees	0.00	0.00
<b>Total Revenue</b>	<b>56,441.33</b>	<b>340,012.36</b>
Overpayments Presented for Refund	0.00	5,741.21
Overpayments Applied to Assessment	0.00	0.00

ASSESSED VALUE FOR 2008: **308,044,765**  
ASSESSED VALUE FOR 2007: **263,693,406**

Uncertified: **33,888,969**  
Uncertified: **986,613**

Assessment Collection Account: Prosperity Bank, Account No. 5234371

**ASSESSMENT PLAN PROJECTIONS**

YEAR	MAX RATE	PROJECTED LEVY	COLLECTIONS @ 95%	CUMULATIVE COLLECTIONS	10 YEAR AVERAGE @ 10%
2007	0.12500	337,500	320,625	272,455.24	
2008	0.12500	337,500	320,625	54,671.31	
2009	0.12500	337,500	320,625		
2010	0.12500	337,500	320,625		
2011	0.12500	337,500	320,625		
2012	0.12500	337,500	320,625		
2013	0.12500	337,500	320,625		
2014	0.12500	337,500	320,625		
2015	0.12500	337,500	320,625		
2016	0.12500	337,500	320,625		
		3,375,000	3,206,250		337,500

The Projected Levy is based on the rate remaining at 0.12500

Prepared by: Equi-Tax Inc.  
Kenneth R. Byrd  
Collector for the District



**HARRIS COUNTY IMPROVEMENT DISTRICT NO. 6**  
**ASSESSMENT COLLECTION REPORT**  
**December 31, 2008**

**TOP TEN ASSESSMENT PAYERS**

<b>PROPERTY OWNER</b>	<b>PROPERTY TYPE</b>	<b>ASSESSED VALUE</b>	<b>ASSESSMENT AMOUNT</b>
2221 West Dallas Partners	Apartment Complex	35,803,116	44,753.90
UST Realty Company	Office Buildings	14,558,506	18,198.13
4119 Montrose Limited	Office Buildings	14,497,083	18,121.35
Riverside CPI LLC & Realty CEN	Multi-Family Housing	6,600,500	8,250.63
Walgreens 03157	Retail	5,591,700	6,989.63
Texas Art Supply	Retail	4,917,391	6,146.74
3815 Montrose Blvd LP	Office Buildings	4,395,370	5,494.21
Richmond Montrose CVS LP	Drugstore	3,783,030	4,728.79
BRI Hawthorne Square LTD	Shopping Center	3,372,323	4,215.40
515 Westheimer LP	Shopping Center	3,100,000	3,875.00

**TEN LARGEST DELINQUENT ACCOUNTS**

<b>PROPERTY OWNER</b>	<b>ACCOUNT NUMBER</b>	<b>ASSESSMENT YEAR</b>	<b>ASSESSED AMOUNT</b>
515 Westheimer LP	92 121 369 001 0001	2007	3,500.00
Boga Wetmoreland LTD	92 037 035 000 0018	2007	2,500.00
4310 Yoakum Partners HIP	92 026 135 000 0014	2007	1,887.57
Boga Emerson LTD	92 037 031 000 0016	2007	1,400.84
Nguyen Ngan Phuong	92 004 135 000 0004	2007	1,276.25
NRH Family Trust	92 004 140 000 0008	2007	1,187.50
Houston Skylane One LLC	92 037 040 000 0001	2007	1,093.75
Houston Skylane One LLC	92 008 259 000 0003	2007	1,092.13
510 Lovett Blvd LP	92 127 031 001 0001	2007	1,012.39
Federal National Mortgage Assoc	92 008 262 000 0001	2007	975.00



# INVOICE

## [2seven Consulting, Inc]

7327 Rustling Oaks Dr  
Richmond, Texas 77035  
713.542.5287 c 832.201.7601 f  
[gschulte27@comcast.net](mailto:gschulte27@comcast.net)

INVOICE NO. [232]  
DATE January 6, 2009  
CUSTOMER ID HHCLLP

TO Hawes Hill Calderon LLP  
Bill Calderon  
10103 Fondren Rd, Suite 300  
Houston, Texas 77096  
713.959.1200

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
	Oct-08	Due upon receipt	

QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
5.00	montrosedistrict.org web site/database monthly maintenance (October 2008)	100.00	500.00
	<b>Website</b> (Complete backup of your website, Professional edits-your web site maintains its quality, Product changes and additions, Updates, Add breaking news or upcoming events, Add photos, graphics, graphs and charts, Text re-writes and improvements, Site facelifts and makeovers, text updates, photo updates, pdf updates, adding/deleting pages)  <b>SharePoint Environment</b> (Backing Up and Restoring Databases, Backing Up and Restoring Web Sites, Backup and Restore Options for Windows SharePoint Services, Installing Service Packs for Windows SharePoint Services, Managing and Customizing Search, Managing Content Databases, Managing Sites and Subsites, Managing the Configuration Database, Migrating and Upgrading, Security Considerations and Site Configurations, Troubleshooting Other Issues, Upgrade Considerations, Planning, Installation, Security, Configuration, Administration, Backup and Migration, Maintenance, Customization, Troubleshooting)		
		<b>SUBTOTAL</b>	\$ 500.00
		<b>SALES TAX</b>	
		<b>TOTAL</b>	\$ 500.00

Make all checks payable to 2seven Consulting, Inc.  
**THANK YOU FOR YOUR BUSINESS!**

# INVOICE

## [2seven Consulting, Inc]

7327 Rustling Oaks Dr  
Richmond, Texas 77035  
713.542.5287 c 832.201.7601 f  
[gschulte27@comcast.net](mailto:gschulte27@comcast.net)

INVOICE NO. [242]  
DATE January 6, 2009  
CUSTOMER ID HHCLLP

TO Hawes Hill Calderon LLP  
Bill Calderon  
10103 Fondren Rd, Suite 300  
Houston, Texas 77096  
713.959.1200

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
	Nov-08	Due upon receipt	

QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
5.00	montrosedistrict.org web site/database monthly maintenance (November 2008)	100.00	500.00
	<b>Website</b> (Complete backup of your website, Professional edits-your web site maintains its quality, Product changes and additions, Updates, Add breaking news or upcoming events, Add photos, graphics, graphs and charts, Text re-writes and improvements, Site facelifts and makeovers, text updates, photo updates, pdf updates, adding/deleting pages)  <b>SharePoint Environment</b> (Backing Up and Restoring Databases, Backing Up and Restoring Web Sites, Backup and Restore Options for Windows SharePoint Services, Installing Service Packs for Windows SharePoint Services, Managing and Customizing Search, Managing Content Databases, Managing Sites and Subsites, Managing the Configuration Database, Migrating and Upgrading, Security Considerations and Site Configurations, Troubleshooting Other Issues, Upgrade Considerations, Planning, Installation, Security, Configuration, Administration, Backup and Migration, Maintenance, Customization, Troubleshooting)		

SUBTOTAL	\$ 500.00
SALES TAX	
TOTAL	\$ 500.00

Make all checks payable to 2seven Consulting, Inc.  
**THANK YOU FOR YOUR BUSINESS!**

# INVOICE

## [2seven Consulting, Inc]

7327 Rustling Oaks Dr  
Richmond, Texas 77035  
713.542.5287 c 832.201.7601 f  
[gschulte27@comcast.net](mailto:gschulte27@comcast.net)

INVOICE NO. [252]  
DATE January 6, 2009  
CUSTOMER ID HHCLLP

TO Hawes Hill Calderon LLP  
Bill Calderon  
10103 Fondren Rd, Suite 300  
Houston, Texas 77096  
713.959.1200

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
	Dec-08	Due upon receipt	

QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
5.00	montrosedistrict.org web site/database monthly maintenance (December 2008)	100.00	500.00
	<b>Website</b> (Complete backup of your website, Professional edits-your web site maintains its quality, Product changes and additions, Updates, Add breaking news or upcoming events, Add photos, graphics, graphs and charts, Text re-writes and improvements, Site facelifts and makeovers, text updates, photo updates, pdf updates, adding/deleting pages)		
	<b>SharePoint Environment</b> (Backing Up and Restoring Databases, Backing Up and Restoring Web Sites, Backup and Restore Options for Windows SharePoint Services, Installing Service Packs for Windows SharePoint Services, Managing and Customizing Search, Managing Content Databases, Managing Sites and Subsites, Managing the Configuration Database, Migrating and Upgrading, Security Considerations and Site Configurations, Troubleshooting Other Issues, Upgrade Considerations, Planning, Installation, Security, Configuration, Administration, Backup and Migration, Maintenance, Customization, Troubleshooting)		
SUBTOTAL			\$ 500.00
SALES TAX			
TOTAL			\$ 500.00

Make all checks payable to 2seven Consulting, Inc.  
**THANK YOU FOR YOUR BUSINESS!**



HARRIS COUNTY IMPROVEMENT DISTRICT NUMBER 6  
CITY OF HOUSTON  
HARRIS COUNTY, TEXAS

---

**AGENDA MEMORANDUM**

TO: Harris County Improvement District Number 6 Board of Directors  
FROM: Executive Director  
SUBJECT: Agenda Item Materials

---

5. Consider Letter of Agreement with Perdue Brandon for delinquent assessment collection services.

**CONTRACT FOR THE COLLECTION OF  
DELINQUENT ASSESSMENTS**

**STATE OF TEXAS**

§

§

**COUNTY OF HARRIS**

§

**THIS CONTRACT** is made between the **HARRIS COUNTY IMPROVEMENT DISTRICT NO. 6**, a political subdivision of the State of Texas, acting by and through its Board of Directors, hereinafter called "Taxing Authority", and **PERDUE, BRANDON, FIELDER, COLLINS & MOTT, L.L.P.**, Attorneys at Law, Houston, Texas and various other locations throughout Texas, hereinafter called the Firm.

**I.**

Taxing Authority agrees to employ and does hereby employ the Firm to enforce by suit or otherwise, the collection of all delinquent assessments, penalties and interest, owing to the Taxing Authority which the Taxing Authority refers to the Firm, subject to the following:

- A. Any and all assessments that become delinquent during the term of this Contract that are not delinquent for any prior year become subject to the terms of this Contract on the 1st day of July of the year in which they become delinquent; and
- B. Assessments that become delinquent during the term of this Contract on property that is delinquent for prior years shall become subject to the terms of this Contract on the first day of delinquency when such property is under litigation or comes under litigation or is referred to the Firm for collection by the Taxing Authority.
- C. Taxing Authority reserves the right to make the final decision as to whether or not to enforce by suit any delinquent account turned over to the Firm for collection.

**II.**

The Firm is to call to the attention of the collector any errors, double assessments or other discrepancies coming under their observance during the progress of the work and is to intervene on behalf of the Taxing Authority in all suits for assessments hereafter filed by any taxing unit on property located within its taxing jurisdiction.

### III.

The Firm agrees to make progress reports to the Taxing Authority on request, and to advise the Taxing Authority of all cases where investigation reveals property owners to be financially unable to pay their delinquencies.

### IV.

Taxing Authority agrees to pay the Firm as compensation for services required hereunder twenty (20%) percent of the total amount of all delinquent assessments, penalties and interest which are subject to this contract and which are actually collected and paid to the Taxing Authority's Collector of Assessments. In those instances where current year's assessments are included in litigation to collect prior years' delinquencies, attorneys shall be paid the sum of money equal to the attorney fees awarded by the Court and collected by the District for the current year assessments.

### V.

Taxing Authority agrees to furnish or to have the agency which collects its assessments furnish to the Firm all data and information in its possession as to the name and address of the property owner, the legal description of the property, years and amount of assessments due. Taxing Authority further agrees to update said information by furnishing a list of paid accounts and adjustments to the Tax Roll as necessary.

### VI.

This Contract shall commence on the date of execution of this agreement and continue in force and effect, provided, however, that either party to this agreement shall have the right to terminate this agreement by giving the other party sixty (60) days written notice of their desire and intention to terminate this agreement; and further provided that the Firm shall have an additional six (6) months to reduce to judgment or payment all tax suits or bankruptcies filed prior to the date this agreement becomes terminated.

In consideration of the terms and compensation here stated, the Firm hereby accepts said employment and undertakes the performance of this contract as above written.

This Contract is executed on behalf of the Taxing Authority by the presiding officer of its governing body who is authorized to execute this instrument.



WITNESS the signatures of all parties hereto in duplicate originals this the \_\_\_\_\_ day of \_\_\_\_\_, 2009.

PERDUE, BRANDON, FIELDER,  
COLLINS & MOTT, L.L.P.  
Attorneys at Law  
1235 North Loop West, Suite 600  
Houston, TX 77008  
(713) 862-1860  
(713) 862-1429 (Fax)

BY: \_\_\_\_\_  
Carl O. Sandin, Partner

HARRIS COUNTY IMPROVEMENT DISTRICT NO. 6

BY: \_\_\_\_\_  
President of the Board

ATTEST: \_\_\_\_\_  
Secretary

HARRIS COUNTY IMPROVEMENT DISTRICT NUMBER 6  
CITY OF HOUSTON  
HARRIS COUNTY, TEXAS

---

**AGENDA MEMORANDUM**

TO: Harris County Improvement District Number 6 Board of Directors  
FROM: Executive Director  
SUBJECT: Agenda Item Materials

---

6. Receive and consider the Security and Public Safety Committee report with regard to off duty patrol services.

## REPORT OF THE PUBLIC SAFETY AND SECURITY COMMITTEE

The Montrose Management District Public Safety and Security Committee held a meeting on Friday, January 9th, 2008, at 5:00 PM in the Houston Police Department Neartown Storefront, 802 Westheimer, Houston TX 77006.

Committee Members present were Brad Nagar and Claude Wynn.

Representative of the Houston Police Department was Officer Wayne Pate.

Staff member present was Josh Hawes.

The meeting came to order at 5:00 PM and was adjourned at 5:33 PM.

The Committee reviewed the following:

1. Reviewed the December Patrol Report
2. Discussed purchase of spotlight and hand held radio for patrol vehicle.
3. Discussed location change of light console for patrol vehicle.
4. Discussed purchase of white board for Neartown Storefront.

No actions are recommended at this time.



HARRIS COUNTY IMPROVEMENT DISTRICT NUMBER 6  
CITY OF HOUSTON  
HARRIS COUNTY, TEXAS

---

**AGENDA MEMORANDUM**

TO: Harris County Improvement District Number 6 Board of Directors  
FROM: Executive Director  
SUBJECT: Agenda Item Materials

---

7. Receive report from the Visual Improvements and Cultural Promotion Committee with regard to esplanade maintenance and banner program.

## REPORT OF THE VISUAL IMPROVEMENTS AND CULTURAL PROMOTIONS COMMITTEE

The Montrose Management District Visual Improvements and Cultural Promotions Committee held a meeting on Wednesday, January 14th, 2008, at 10:00 AM in the Houston Police Department Neartown Storefront, 802 Westheimer, Houston TX 77006.

Committee members present were Tom Fricke and Claude Wynn. Staff member present was Josh Hawes.

The meeting came to order at 10:00 AM and was adjourned at 10:30 AM.

The committee reviewed the following:

1. Discussed clean up and maintenance of esplanades along Montrose Boulevard.
2. Reviewed RFP for monthly maintenance of esplanades along Montrose Boulevard.
3. Discussed banners on light poles in the district.

No actions are recommended at this time.

**HARRIS COUNTY IMPROVEMENT DISTRICT NUMBER 6  
CITY OF HOUSTON  
HARRIS COUNTY, TEXAS**

---

**AGENDA MEMORANDUM**

**TO:** Harris County Improvement District Number 6 Board of Directors  
**FROM:** Executive Director  
**SUBJECT:** Agenda Item Materials

---

8. Receive report and consider recommendations from the Business and Economic Development Committee with regard to the following:
  - a. Funding participation of an employee to Hawes Hill Calderon LLP to staff the Business and Economic Development Committee and to prepare and implement the District's Service Plan with regard to business and economic development and communications at a professional fee of annual cost of \$12,000.00.



## **Economic Development Director Hawes Hill Calderón LLP**

### **Summary:**

Responsible for directing, coordinating, and administering economic development and marketing communication efforts on behalf of one or more municipal management districts served by Hawes Hill Calderón LLP, with special emphasis on the enhancement of economic development and job growth prospects in the assigned districts, including attracting new businesses, retaining and expanding existing businesses, facilitating job creation and workforce development in accordance with the districts' approved *Service Plans*, and related responsibilities. The Economic Development Director reports to and works under the general supervision of the districts' Executive Director, who is a principal of Hawes Hill Calderón, LLP.

### **Essential Duties and Responsibilities:**

Duties include, but are not limited to, the following:

- Participate in the development and implementation of economic goals, objectives, policies, and procedures; provide expert staff support to assigned districts' committees responsible for economic development, marketing, and similar tasks
- Develop market research objectives to help the assigned districts meet their strategic goals; direct market research activities, including oversight of contractors that may be hired to carry out specific market research projects
- Identify and develop opportunities for external funding support for district economic development projects; prepare grant applications and administer grants as authorized
- Establish and maintain effective working relationships with the business community and public
- Oversee all aspects of market communications for assigned districts, including district websites, newsletters, electronic distributions, press releases, press conferences, media contacts and similar communications
- Receive and handle inquiries from business firms, manufacturers and others interested in establishing or expanding industry in the districts; respond to specific requests for information relating to the suitability of a district for a particular business or industry; solicit new businesses; perform research to identify and recruit businesses, agencies or individuals to relocate to the district
- Organize and produce special events authorized by assigned districts to build public awareness and attract visitors and investors
- Assist in the development of business plans for the retention and/or expansion of local businesses
- Prepare and maintain a database of local businesses to be contacted for possible expansion or retention
- Research market intelligence databases to examine, analyze, and compile statistical data
- Prepare reports, including charts and graphs, and present recommendations for action plans to management and the assigned Districts
- Perform related duties as assigned.

### **Qualifications:**

Excellent verbal and written communication skills; knowledge of public involvement techniques and strategies; organizational and problem-solving skill; ability to work in a fast-paced environment with a diverse community; ability to work independently, manage deadlines, follow through, organize and prioritize tasks as necessary; willingness to work as a member of a team in moving community and economic development initiatives forward; proficiency in computer word processing and database programs such as Excel, PowerPoint, and Windows XP.

Training and Experience:

Bachelor's degree in economic development, public administration, business administration, or related field from an accredited college or university. Three years' directly related experience.

Other Conditions:

Must provide own transportation. Must be willing to work occasional irregular hours and weekends to support the districts' economic development programs and initiatives, attend evening meetings, meet deadlines, and achieve objectives. Must submit names and contact information for at least three personal/professional references.

Salary Range:

Salary competitive and negotiable, depending on qualifications and experience. Benefits include health, basic dental, life and disability insurance, SIMPLE IRA retirement plan, vacation.

Contact:

L. Susan Hill  
c/o Hawes Hill Calderón LLP  
P.O. Box 22167  
Houston TX 77227-2167  
713-595--1205  
281-888-7026 (fax)  
[shill@hhcllp.com](mailto:shill@hhcllp.com)

**GRETCHEN LARSON**  
3314 E. Country Club Drive  
La Porte, Texas 77571  
(281) 470-0834 (h)  
(210) 379-5458

## **SUMMARY OF QUALIFICATIONS**

Accomplished skilled professional with seventeen years of managerial experience in the public and private sectors. Strengths include budget analysis, human resources administration, economic development, policy formulation, team building and planning and resource allocation. Consistently analyze and plan projects in the most cost effective and efficient manner. I am a consensus builder, with extensive experience in public speaking and media relations.

## **EDUCATION**

Masters Degree in Public Administration, August 1990, University of Texas at San Antonio.  
B.A. in Political Science, December 1987, University of Texas at San Antonio.

## **EMPLOYMENT HISTORY**

### **City of La Porte, Texas**

#### **Economic Development Coordinator (4/2007-present)**

Provide support to the City Managers Office through review and analysis of programs, policies and procedures related to economic development. Oversee all aspects of the Economic Development Corporation Board (LPEDC) and provide staff support for the Redevelopment Authority and TIRZ Boards. Work with our community economic development partners to develop comprehensive city wide economic development programs including business retention and expansion, small business development, workforce initiatives and job training. Prepare all City Council action items necessary for their oversight of LPEDC Board.

#### **Accomplishments:**

Provide city oversight of our portion of Project Stars, a multi-phase historical initiative spear-headed by Commissioner Garcia of Harris County Precinct Two. Project Stars is a long term commitment combining history, art, education, and landscaping to create a museum without walls.

Project Manager for the Gateway Enhancement and Town Plaza Projects in our Main Street District which when completed will have created a new "Heart of the Downtown" with a LEED Certification of Gold for the overall projects. A video of the projects is currently on the City website home page for viewing ([www.LaPorteTx.gov](http://www.LaPorteTx.gov)).

Implemented first two phases of the Buxton Community ID Study recommendations. Continue to refine and develop plans and marketing information to assist property owners at the three key intersections identified by the study.

Directed completion of Project Austin Powers which retained 35 jobs and is slated to create an additional 70 jobs in the next 24 months with a capital investment of \$2M and additional sales tax revenues of \$120,000 per year.



Responsible for oversight of consultants who are assisting us with a city-wide economic development strategic plan, a community branding campaign, and the refurbishment of the city website.

Assisted with negotiations for the Industrial District Agreements which were renewed for an additional 12 year period. IDA's are required for all development outside our city limits but within our ETJ. Increased revenues from the negotiations are estimated at \$2M per year.

**City of Aransas Pass, Aransas Pass, Texas**  
**Assistant City Manager (1/2006-12/2006)**

Supervised the operations of the Finance/Business Office, Information Technology and the Municipal Court departments. Made policy recommendations to the City Manager, assisted the Municipal Development District and performed the duties of the City Manager, as required.

**Accomplishments:**

Worked to secure new business developments to diversify our tax base and provide good paying jobs to the community. Projects included: the Iron Gator Project, a 200 plus unit RV Park site with an 18-hole golf course; Sutherland's Hardware Company development with multiple restaurant and business pad sites; and three new residential subdivisions.

Participated in negotiations to secure a developer for the Conn Brown Harbor Project. This entailed negotiations with the City Council, Developer, General Land Office, Corp of Engineers, legal staff on both sides, as well as community stakeholders. This project is a multi-phased retail and residential development with an estimated value at build out in excess of \$250M.

Oversaw the creation of an Enterprise Zone for Gulf Marine, a manufacturer of off shore drilling equipment, which insured that over 150 new jobs would be created and that the company would remain in our city.

Coordinated and administered the Home Works Grant Program. Participated in the establishment of a rehabilitation program for selected homes in the community through the Grant Works Initiative.

Implemented the DPS FTA Program to address a \$1.3M backlog in uncollected fines and fees. Increased revenues 100% within the year.

Directed completion of the city website ([www.AransasPassTx.gov](http://www.AransasPassTx.gov))

Created the 1<sup>st</sup> Annual "Rabies and Spay and Neuter Day" Clinic in coordination with community volunteers.

**City of Leon Valley, Leon Valley, Texas**  
**Assistant City Manager/City Secretary**  
**(12/1990-01/2006)**

Supervised the Administration, Business Office, Human Resources, and Municipal Court Departments. Responsible also for Elections Administration and insuring that staff met the administrative needs of the Mayor and City Council and performed the duties of the City Manager, as required.

**Accomplishments:**

Worked with the Planning and Zoning Commission to update the City Master Plan, Zoning Code, and create a new sign ordinance.

Directed comprehensive revisions to the City Personnel, Disciplinary, Performance Evaluation, and Grievance Manuals.

Successfully negotiated the addition of a 36-acre nature park for the city, which doubled the size of the parks system.

Created an Employee "Excellence in Service" Awards Program.

Established a City Marshal Service increasing warrant collection and clearance with \$198,000 in additional revenues collected in the first year of the Program.

Coordinated a variety of community based programs: Trade and Market Days, Annual Star Spangled 4<sup>th</sup> of July Parade, Annual Pet Parade and Rabies Clinic, the Los Leones Art Show and Sale, and the Annual Earthwise Living Day event.

Served as liaison on the committee that drafted and implemented an Interlocal Agreement (ILA) integrating Suburban City flood control and storm control programs into the Regional Watershed Management Program.

Served as liaison on the Executive Steering Committee and the Technical Advisory Committee for the Metropolitan Planning Organization studying the feasibility of toll-roads.

**PROFESSIONAL ASSOCIATIONS**

International Economic Development Council (IEDC).

Texas Economic Development Council (TEDC).

Urban Land Institute (ULI).

Texas City Managers Association (TCMA).

**BOARDS and COMMITTEES**

Buffalo Bayou Management District - Board of Directors.

Bay Area Houston Convention and Visitors Bureau – Board of Directors.

Chamber of Commerce – Economic and Workforce Development Committees.

Economic Alliance –Transportation, Workforce and Small Business Development Committees.

Bay Area Houston Economic Partnership – International Business Development Committee.

Bay Area Houston Convention and Visitors Bureau – Marketing Committee.

Texas Economic Development Council - Sales Tax and Legislative Committees.

Urban Land Institute Houston Region – Suburban Development Committee.

Gulf Coast Petrochemical Information Network – Workforce Committee.

**REFERENCES**

References available upon request.

HARRIS COUNTY IMPROVEMENT DISTRICT NUMBER 6  
CITY OF HOUSTON  
HARRIS COUNTY, TEXAS

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**AGENDA MEMORANDUM**

TO: Harris County Improvement District Number 6 Board of Directors  
FROM: Executive Director  
SUBJECT: Agenda Item Materials

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8. Receive report and consider recommendations from the Business and Economic Development Committee with regard to the following:
  - b. Funding agreement with Montrose Museum Business Alliance for data base development services.



**To: Gary Wingfield, Chairman, Business Development Committee, Harris County Improvement District No. 6**

**From: Gene Creely, President, Museum District Business Alliance**

**Cc: Josh Hawes, Hill Hawes Calderon, LLP**

**Date: January 14, 2009**

I hereby submit the following grant request for your review and consideration:

**Grant Request**

**Amount requested: \$ 16,000.00**

**Purpose of funds:**

To enhance existing MDBA data base of contact information for area businesses; to identify owners/managers of commercial businesses in Montrose area for purposes to providing for use providing newsletters and notices for various events (public meetings, events, deadlines, etc.) and surveys to area businesses

To set up and maintain a web-based portal for information useful to area businesses

**Proposed use of funds:**

To acquire and operate computer-related equipment and software including but not limited to:

- Computer and monitor
- Microsoft Office Professional software
- NOD32 anti-virus software
- Constant Contact (e-mail marketing/forums/surveys) software
- Remote access software
- HP all-in-one printer/fax/scanner
- Computer desk
- Backup drive
- Required router and cables and other equipment

To hire staffing to (1) update MDBA contact information for businesses, (2) set up and maintain mail/e-mail distribution lists for area businesses, (3) prepare and maintain directory of area businesses (alpha, category and street addresses) and (4) prepare

newsletters and notices for various events (public meetings, events, deadlines, etc.) and surveys

To hire web site developer/programmer to set up and maintain web site (including home page, useful information pages, web page with listing of various area businesses with available, forum pages for issues relevant to area businesses and to implement Constant Contact for e-mail marketing/forums/surveys

To pay web-hosting, URL and connection fees for one year

**Budget for use of funds:**

<b>Use of funds</b>	<b>Amount</b>	<b>Comments</b>
Computer and monitor	\$ 1,000.00	
Microsoft Office Professional software	325.00	
NOD32 (anti-virus) software	125.00	
Constant Contact (e-mail marketing/forums/surveys) software	600.00	
Remote access software	150.00	
HP all-in-one printer/fax/scanner	450.00	
Computer desk	250.00	
Backup drive	250.00	
Required router, cables and other equipment	300.00	
Staffing to update MDBA contact information	1,250.00	50 hours @ \$25.00 per hour
Staffing to set up and maintain mail/e-mail distribution lists	500.00	10 hours @ \$25.00 per hour
Staffing to prepare and maintain directory of area businesses (alpha, category and street addresses)	2,250.00	90 hours @ \$25.00 per hour
Staffing to prepare templates for notices, newsletters and surveys	1,850.00	74 hours @ \$25.00 per hour
Web site programmer to set up and maintain web site	5,000.00	100 hours @ \$50.00 per hour
Web-site programmer to implement Constant Contact software	1,000.00	20 hours @ \$50.00 per hour
Web-site programmer to	100.00	2 hours @ \$50.00 per hour

implement PC Anywhere remote access software		
Web-hosting, URL and connection fees	600.00	
Total	\$16,000.00	

**Comments:**

This request/proposal contemplates that the MDBA shall be the owner of the above-noted computer-related equipment, software, etc. and that the MDBA shall be solely responsible for the costs and any other obligations relative to the implementation of this project.

This request/proposal also contemplates that the databases and directories noted above shall be enhanced and/or developed by the MDBA and for the benefit and use of both of the Management District and the MDBA, and each of the Management District and the MDBA shall have access to such information for their respective purposes. The MDBA proposes that the above-noted equipment shall be maintained in the MDBA office, with the understanding that the Management District shall have password-controlled remote access via internet to the information enhanced/developed under this proposal that resides on the computer. Alternatively, the MDBA will provide copies of such information to the Management District by reasonable alternative means (such as on a CD or flash drive).

This request/proposal only covers one year of operating costs. The proposal further contemplates that the MDBA will request additional funds for the maintenance of such equipment and databases/directories in subsequent years, but the Management District is under no obligation to grant such requests.

Please do not hesitate to contact me at (713) 443-8262 or [gcreely@cozen.com](mailto:gcreely@cozen.com) if you have any questions regarding the foregoing proposal/request.



HARRIS COUNTY IMPROVEMENT DISTRICT NUMBER 6  
CITY OF HOUSTON  
HARRIS COUNTY, TEXAS

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**AGENDA MEMORANDUM**

TO: Harris County Improvement District Number 6 Board of Directors  
FROM: Executive Director  
SUBJECT: Agenda Item Materials

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9. Consider FY 2009 District annual budget.

**HCID 06**  
**GENERAL FUND BUDGET**  
**(FY 2009 Proposed Budget)**

		FY 2008 Seven	Estimated	Proposed FY	
General Fund Revenue		Month Budget	Expenditures	2009 Budget	
Assessments	%	\$ 320,625	\$ 321,023	\$ 401,105	
Assessment Refunds					
Penalties & Interest		\$ -	\$ 14,569		
Interest		\$ 1,200	\$ 229	\$ 2,500	
Ending FY 2008 Fund Balance		\$ -		\$ 50,000	
<b>Total Revenue</b>		<b>\$ 321,825</b>	<b>\$ 335,821</b>	<b>\$ 453,605</b>	
<b>General Fund Expenses</b>		40%			\$ 181,442
<b>Security and Public Safety</b>					
Public Safety Services					
Vehicle Purchase		\$ 25,000	\$ 21,415	\$ -	
Vehicle Maintenance & Operations			\$ -	\$ 7,500	
Contract Public Safety services		\$ 18,000	\$ 3,960	\$ 50,880	
Cell Phone		\$ -	\$ -	\$ 900	
Public Safety Insurance		\$ 3,000	\$ 2,572	\$ 5,000	
Store Front Equipment		\$ 1,250	\$ 4,725	\$ 1,500	
Graffiti Abatement		\$ 15,000	\$ 16,640	\$ 15,000	
		<b>\$ 62,250</b>	<b>\$ 49,312</b>	<b>\$ 80,780</b>	
<b>Transportation Planning</b>		10%			\$ 45,361
Mobility Planning		\$ 32,000	\$ -	\$ 45,400	
		<b>\$ 32,000</b>	<b>\$ -</b>	<b>\$ 45,400</b>	
<b>Visual Improvements and Cultural Promotion</b>		5%			\$ 22,680
Mowing, Trash Pickup, and Bandit sign Removal			\$ -		
Beautification Design & Installation		\$ -	\$ -	\$ 22,700	
		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 22,700</b>	
<b>Business Development</b>		25%			\$ 113,401
Marketing & Public Relations Director		\$ -	\$ -	\$ 12,000	
Marketing and Public Relations		\$ 25,000	\$ -	\$ 74,400	
Publications/Data Base Development		\$ 10,000	\$ -	\$ 16,000	
Web Site Development		\$ 7,500	\$ 7,500	\$ -	
Web Site Maintenance		\$ 7,000	\$ 3,500	\$ 12,000	
		<b>\$ 49,500</b>	<b>\$ 11,000</b>	<b>\$ 114,400</b>	
<b>Project Staffing and Administration</b>		20%			\$ 90,721
Executive & Board Support Services					
Administration & Management		\$ 8,400	\$ 8,400	\$ 16,800	
Reimbursable Expenses		\$ 350	\$ 263	\$ 600	
Reimbursable Mileage		\$ 105	\$ 395	\$ 105	
Postage, Deliveries		\$ 120	\$ 491	\$ 120	
Printing & Reproduction		\$ 420	\$ 1,308	\$ 420	
Public Notices, Advertising		\$ 63	\$ 2,021	\$ 108	
Project Management		\$ 16,100	\$ 16,100	\$ 31,200	
Legal Services		\$ 12,000	\$ 7,221	\$ 12,000	
District Creation Costs & Costs Incurred to Date					
Vinson and Elkins		\$ 46,491	\$ 49,101	\$ -	
Hawes Hill Calderon LLP		\$ 60,471	\$ 60,226	\$ -	
Equi-Tax Inc.		\$ 7,345	\$ 7,345	\$ -	
Audit Services		\$ -	\$ -	\$ 7,500	
Bookkeeping		\$ 1,700	\$ 1,494	\$ 5,100	
Assessment Database Management		\$ 1,750	\$ 2,246	\$ 5,935	
Office Supplies		\$ 350	\$ 334	\$ 700	
Insurance		\$ -	\$ -	\$ 6,000	
Other		\$ 1,500	\$ 16,123	\$ 3,000	
		<b>\$ 157,164</b>	<b>\$ 173,068</b>	<b>\$ 89,588</b>	
<b>Total General Fund Expenditures</b>		<b>\$ 300,914</b>	<b>\$ 233,380</b>	<b>\$ 352,868</b>	
<b>Net Fund Balance</b>		<b>\$ 20,911</b>		<b>\$ 100,737</b>	

**Harris County Improvement District No. 6 - GOF**  
**Actual Vs. Budget**  
 December 2008

	Dec 08	Budget	\$ Over Budget	Jan - Dec 08	YTD Budget	\$ Over Budget	Annual Budget
<b>Income</b>							
14110 · Assessments	56,171.32	26,718.75	29,452.57	321,022.84	320,625.00	397.84	320,625.00
14120 · Collection Fees	0.00	0.00	0.00	6.89	0.00	6.89	0.00
14310 · Penalties & Interest	270.01	0.00	270.01	14,569.16	0.00	14,569.16	0.00
14380 · Interest	19.08	100.00	(80.92)	228.67	1,200.00	(971.33)	1,200.00
<b>Total Income</b>	<b>56,460.41</b>	<b>26,818.75</b>	<b>29,641.66</b>	<b>335,827.56</b>	<b>321,825.00</b>	<b>14,002.56</b>	<b>321,825.00</b>
<b>Expense</b>							
<b>Business Development</b>							
16125 · Marketing & Public Relations	0.00	2,083.33	(2,083.33)	0.00	25,000.00	(25,000.00)	25,000.00
16130 · Publications	0.00	833.33	(833.33)	0.00	10,000.00	(10,000.00)	10,000.00
16131 · Web Site Development	500.00	625.00	(125.00)	11,000.00	7,500.00	3,500.00	7,500.00
16140 · Web Site Maintenance	0.00	125.00	(125.00)	0.00	1,500.00	(1,500.00)	1,500.00
<b>Total Business Development</b>	<b>500.00</b>	<b>3,666.66</b>	<b>(3,166.66)</b>	<b>11,000.00</b>	<b>44,000.00</b>	<b>(33,000.00)</b>	<b>44,000.00</b>
<b>Dist Creation Costs &amp; To Date</b>							
16230 · Vinson & Elkins	0.00			49,100.72	46,491.00	2,609.72	46,491.00
16231 · Hawes Hill Calderon, LLP	0.00			60,226.36	60,471.00	(244.64)	60,471.00
16240 · Equi-Tax Inc	0.00			7,344.82	7,345.00	(0.18)	7,345.00
<b>Total Dist Creation Costs &amp; To Date</b>	<b>0.00</b>			<b>116,671.90</b>	<b>114,307.00</b>	<b>2,364.90</b>	<b>114,307.00</b>
<b>Project Staffing &amp; Admin</b>							
16150 · Admin & Management	1,200.00	700.00	500.00	8,400.00	8,400.00	0.00	8,400.00
16160 · Reimbursable Expenses	236.16	29.17	206.99	263.16	350.00	(86.84)	350.00
16170 · Reimbursable Mileage	96.24	8.75	87.49	491.20	105.00	386.20	105.00
16180 · Postage, Deliveries	0.00	10.00	(10.00)	21.35	120.00	(98.65)	120.00
16190 · Printing & Reproduction	197.27	35.00	162.27	1,307.88	420.00	887.88	420.00
16200 · Public Notices, Advertising	0.00	5.25	(5.25)	2,020.59	63.00	1,957.59	63.00
16210 · Project Management	2,300.00	1,341.67	958.33	16,100.00	16,100.00	0.00	16,100.00
16220 · Legal Services	0.00	1,000.00	(1,000.00)	7,221.25	12,000.00	(4,778.75)	12,000.00
16230 · Bookkeeping	463.69	141.67	322.02	1,493.69	1,700.00	(206.31)	1,700.00
16260 · Assessment Database Management	0.00	145.85	(145.85)	2,246.20	1,750.00	496.20	1,750.00
16270 · Office Supplies	0.00	29.17	(29.17)	333.74	350.00	(16.26)	350.00
16280 · Other	850.00	125.00	725.00	16,122.96	1,500.00	14,622.96	1,500.00
<b>Total Project Staffing &amp; Admin</b>	<b>5,343.36</b>	<b>3,571.51</b>	<b>1,771.85</b>	<b>56,022.02</b>	<b>42,858.00</b>	<b>13,164.02</b>	<b>42,858.00</b>
<b>Security and Public Safety</b>							
15410 · Vehicle Purchase	0.00	2,083.33	(2,083.33)	21,414.77	25,000.00	(3,585.23)	25,000.00
15420 · Contract Public Safety Services	3,960.00	1,500.00	2,460.00	3,960.00	18,000.00	(14,040.00)	18,000.00
15450 · Public Safety Insurance	0.00	250.00	(250.00)	2,572.00	3,000.00	(428.00)	3,000.00
16100 · Store Front Equipment	14.50	104.17	(89.67)	4,725.30	1,250.00	3,475.30	1,250.00
16110 · Graffiti Abatement	2,560.00	1,250.00	1,310.00	16,640.00	15,000.00	1,640.00	15,000.00
<b>Total Security and Public Safety</b>	<b>6,534.50</b>	<b>5,187.50</b>	<b>1,347.00</b>	<b>49,312.07</b>	<b>62,250.00</b>	<b>(12,937.93)</b>	<b>62,250.00</b>
<b>Transportation Planning</b>							
16120 · Mobility Planning	0.00	2,666.67	(2,666.67)	0.00	32,000.00	(32,000.00)	32,000.00
<b>Total Transportation Planning</b>		<b>2,666.67</b>	<b>(2,666.67)</b>	<b>0.00</b>	<b>32,000.00</b>	<b>(32,000.00)</b>	<b>32,000.00</b>
<b>Total Expense</b>	<b>12,377.86</b>	<b>15,092.34</b>	<b>(2,714.48)</b>	<b>233,005.99</b>	<b>295,415.00</b>	<b>(62,409.01)</b>	<b>295,415.00</b>
<b>Net Income</b>	<b>44,082.55</b>	<b>11,726.41</b>	<b>32,356.14</b>	<b>102,821.57</b>	<b>26,410.00</b>	<b>76,411.57</b>	<b>26,410.00</b>

HARRIS COUNTY IMPROVEMENT DISTRICT NUMBER 6  
CITY OF HOUSTON  
HARRIS COUNTY, TEXAS

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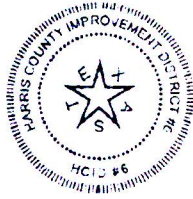
**AGENDA MEMORANDUM**

TO: Harris County Improvement District Number 6 Board of Directors  
FROM: Executive Director  
SUBJECT: Agenda Item Materials

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11. Receive Executive Director's report.





## HCID #6 EAST MONTROSE DISTRICT

### Cleanup Update January 2009 meeting

On December 15, 2008 and January 5, 2009, Staff inspected the District for overgrown vacant lots, illegal trash dumps, inoperable vehicles and abandoned houses. Reports were submitted to Neighborhood Protection for abatement.

#### *Violations were found in the following locations:*

Harris County Tax Account No.	023-061-000-0012
Lot and Block No.	Tract 12, Block 5
Property Address	504 Richmond, <b>SE corner of Colquitt &amp; Jack</b> , Key Map 493W
Date of Violations	Description of Violations
<b>December 15, 2008</b>	<b>Overgrown vacant lot needs trash pickup &amp; mowing</b>
Harris County Tax Account No.	023-061-000-0010
Lot and Block No.	Lots 10 & 11, Block 5
Property Address	506 Richmond, <b>SE corner of Colquitt &amp; Jack</b> , Key Map 493W
Date of Violations	Description of Violations
<b>December 15, 2008</b>	<b>Overgrown vacant lot needs trash pickup &amp; mowing</b>
Harris County Tax Account No.	023-061-000-0005
Lot and Block No.	Lots 5 & 6, Block 5
Property Address	515 Colquitt, <b>SE corner of Colquitt &amp; Jack</b> , Key Map 493W
Date of Violations	Description of Violations
<b>December 15, 2008</b>	<b>Overgrown vacant lot needs trash pickup &amp; mowing</b>
Harris County Tax Account No.	023-061-000-0005
Lot and Block No.	Lots 5 & 6, Block 5
Property Address	519 Colquitt, <b>SE corner of Colquitt &amp; Jack</b> , Key Map 493W
Date of Violations	Description of Violations
<b>December 15, 2008</b>	<b>Overgrown vacant lot needs trash pickup &amp; mowing</b>

Harris County Tax Account No.	037-076-000-0005
Lot and Block No.	Lot 5, Block 12
Property Address	2119 Converse, <b>NE corner of W. Drew &amp; Converse</b> , Key Map 493N
Date of Violations	Description of Violations
<b>December 15, 2008</b>	<b>Overgrown vacant lot needs trash pickup &amp; mowing</b>
Harris County Tax Account No.	014-147-001-0001
Lot and Block No.	Tracts 1 & 2A, Block 1
Property Address	511 Richmond, Key Map 493W
Date of Violations	Description of Violations
<b>January 5, 2009</b>	<b>Overgrown vacant lot needs trash pickup &amp; mowing</b>
Harris County Tax Account No.	037-076-000-0011
Lot and Block No.	Tracts 7A & 8A, Block 12
Property Address	0 W. Drew, <b>NW corner of W. Drew &amp; Crocker</b> , Key Map 493N
Date of Violations	Description of Violations
<b>January 5, 2009</b>	<b>Overgrown vacant lot needs trash pickup &amp; mowing</b>
Harris County Tax Account No.	057-035-000-0038
Lot and Block No.	Lot 38, Block 5
Property Address	616 W. Pierce, <b>NE corner of W. Pierce &amp; Stanford</b> , Key Map 493N
Date of Violations	Description of Violations
<b>January 5, 2009</b>	<b>Overgrown vacant lot needs trash pickup &amp; mowing</b>
Harris County Tax Account No.	057-035-000-0002
Lot and Block No.	Lot 2, Block 5
Property Address	611 W. Bell, <b>just west of 605 W. Bell</b> , Key Map 493N
Date of Violations	Description of Violations
<b>January 5, 2009</b>	<b>Overgrown vacant lot needs trash pickup &amp; mowing</b>
Harris County Tax Account No.	057-035-000-0001
Lot and Block No.	Lot 1, Block 5
Property Address	615 W. Bell, <b>next door to 611 W. Bell</b> , Key Map 493N
Date of Violations	Description of Violations
<b>January 5, 2009</b>	<b>Overgrown vacant lot needs trash pickup &amp; mowing</b>
Harris County Tax Account No.	054-138-000-0025
Lot and Block No.	Lot 25, Block 4
Property Address	1315 Crocker, <b>just south of 1309 Crocker</b> , Key Map 493N
Date of Violations	Description of Violations
<b>January 5, 2009</b>	<b>Overgrown vacant lot needs trash pickup &amp; mowing</b>



More posted violation signs are being seen by Staff as a result of regular reporting to Neighborhood Protection. The sign pictured below was seen at a vacant lot at the corner of Welch and Converse, a lot Staff has reported to NP more than once for mowing. As can be seen in the picture, the lot is mowed.



- A pending demolition was noted by Staff at 513 W. Pierce, pictured below.



- In the area north of W. Gray up to the W. Dallas boundary, Staff has noted more older house demolitions to be converted to new residential construction.
- A few graffiti sites have been reported by Staff to the abatement crew:
  - \* At 711 W. Gray on a window (building may be empty)
  - \* On a stop sign at Crocker and W. Clay
  - \* A repeat location in the 1900 block of W. Dallas
- A power line hanging in the middle of the street in the 4300 block of Greeley has been reported by Staff to CenterPoint Energy for repair.

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Staff will continue to look for violations and other problems as they arise. Please call Roy Hill at 713-595-1207 or 713-724-2189 or send an e-mail to [rhill@hhcllp.com](mailto:rhill@hhcllp.com) if you see a possible violation that needs to be inspected.