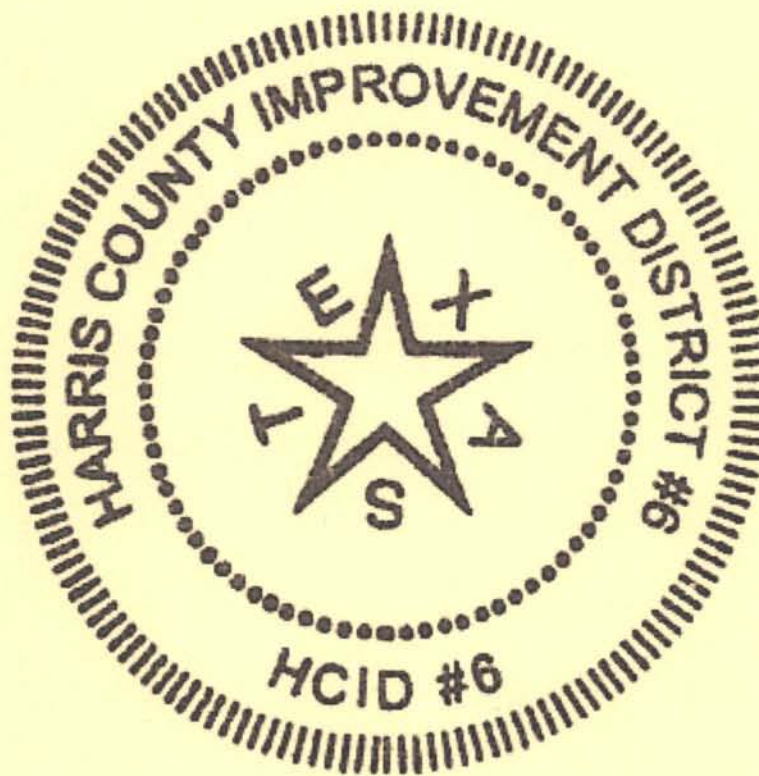


HARRIS COUNTY
IMPROVEMENT DISTRICT #6
EAST MONTROSE MANAGEMENT DISTRICT



Agenda and Agenda Materials
Meeting of the Board of Directors

March 18, 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, March 18th, 2009, at 3:00 PM in the 1st 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.
5. Receive *Assessment Collection Report and Billing and Assessment Summary*.
6. Consider audit proposal from McCall, Gibson & Company, PLLC for FY 2008.
7. Receive report and consider recommendations from Security and Public Safety Committee report with regard to the following:
 - a. Receive Public Safety Patrol Report for the month of February.
8. Receive report and consider recommendations from Visual Improvements and Cultural Promotion Committee with regard to the following:
 - a. Consider esplanade maintenance along Yoakum.
9. Approve Resolution in support of HB751.
10. Receive report and consider recommendations from Business and Economic Development Committee with regard to the following:
 - a. Consider contract with St. Thomas University for the purpose of district branding.
 - b. Consider Intown Chamber of Commerce Membership.
11. Receive recommendation from Transportation Committee with regard to the following:
 - a. Approve contract with Walter P. Moore for mobility inventory.
12. Discuss legislative options for including additional territory in the District.
13. Receive Executive Director's Monthly Report on Action Initiatives in Support of the District's Service Plan.
14. Adjourn.



Executive Director



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

3. Approve minutes of previous meeting.

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

February 18, 2009

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 18th day of February, 2009, 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 3:07 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, Fricke, Ueckert and Wingfield, thus constituting a quorum. Also present at the meeting were David Hawes, Josh Hawes, Gretchen Larson and Susan Hill, Hawes Hill Calderon; Clark Lord, Vinson & Elkins, L.L.P.; Teresa Rosenbaum, Municipal Accounts & Consulting, L.P.; Gene Creely, Museum District Business Alliance; Sylvia Drew, Avondale resident; and Janet Anderson, Hawes Hill Calderon.

Receive public comments.

Ms. Drew introduced herself to the Board. No action was taken.

Approve of minutes of previous meeting.

Upon a motion duly made by Director Hubbard and being seconded by Director Simoneaux, the Board voted unanimously to approve the minutes of the January 22, 2009 Board meeting.

Receive Financial Report, pay bills.

Ms. Rosenbaum addressed the Board and reviewed the financial information included in the Board packets. The Board requested that funds be transferred on a weekly basis from the deposit account at Prosperity Bank to its checking account at Traditions Bank and suggested the use of online transfers. Mr. David Hawes called attention to a request for reimbursement by Hawes Hill Calderon (HCC) in the amount of \$65.33 for a lunch meeting of the Business and Economic Development Committee on January 26, 2009. Mr. Hawes indicated that his firm typically does not request reimbursement for meal expenses and offered to waive reimbursement for this item. Chairman Grover recommended reimbursement for the lunch meeting with a notation in the files as to the meeting's purpose, which was to discuss the Museum District Business Alliance database project and a possible strategic alliance with St. Thomas University for a student logo contest and District branding campaign. Upon a motion duly made by Director Hubbard and being seconded by Director Simoneaux, the Board voted unanimously to approve the financial report and pay bills including the lunch meeting.

Receive Assessment Collection Report and Billing and Assessment Summary.

Mr. David Hawes briefed the Board and reported that the 2008 assessments are 33% collected to date. He noted that 2007 assessments are 83% collected. Mr. Lord said that a delinquent report from the collection attorneys should be available next month. Upon a motion duly made by Director Wynn and being seconded by Director Simoneaux, the Board voted unanimously to accept the Assessment Collection Report and Billing and Assessment Summary.

Adopt Amended Information Form.

Mr. Lord advised the Board that the Information Form is a required legal document. Upon a motion duly made by Director Nagar and being seconded by Director Manning, the Board voted unanimously to adopt the amended Information Form.

Consider amendment to contract for consulting and administrative services with Hawes Hill Calderón LLP; take appropriate action.

Mr. David Hawes distributed a copy of the proposed amendment to the contract, hereby attached as Exhibit A. He explained that it includes an increase of \$1,000 per month for supplemental staff services devoted exclusively to providing economic development services and an increase of \$500 per month for professional consulting services performed in connection with the ongoing administration and management of District operations and implementation of its approved Service Plan and Assessment Plan.

Upon a motion duly made by Director Wynn and being seconded by Director Simoneaux, the Board voted unanimously to approve the amendment to the contract for consulting and administrative services with Hawes Hill Calderon L.L.P.

Receive and Consider Security and Public Safety Committee report with regard to the following:

a. Discuss patrol reports

Director Nagar and Mr. Josh Hawes distributed the Monthly Vehicle Patrol Reports, hereby attached as Exhibit B. Director Nagar reported that the Committee recommends the addition of a daytime security patrol shift that would rotate on different days of the week. He said there are concerns about vagrants in the area during the day, as well as petty thefts occurring during daytime hours.

b. Consider funding additions and modifications of the patrol vehicle

At Director Nagar's request, Mr. Josh Hawes reviewed the proposed additions and modifications to the patrol vehicle, including a location change of the light console and purchase of a spotlight and website address graphic for the side of the vehicle.

c. Consider funding a portable radio for patrol vehicle

Mr. Josh Hawes reviewed the need for and benefits of purchasing a hand-held radio for the patrol vehicle.

d. Consider budget amendment for daytime patrol

Upon a motion duly made by Director Nagar and being seconded by Director Wynn, the Board voted unanimously to amend the security budget to add a daytime patrol.

e. Consider funding a white board for the Neartown Storefront

Upon a motion duly made by Director Nagar and being seconded by Director Manning, the Board voted unanimously to approve the funding of the additions and modifications to the patrol vehicle; funding a portable radio for the patrol vehicle; and funding a white board for the Neartown Storefront, with the understanding that the white board will be considered the property of the District. Director Wynn asked about the possibility of providing bottled water to the Neartown Storefront.

Receive Report and consider recommendations from Business and Economic Development committee with regard to the following:

- a. Discuss and consider contract with Museum District Business Alliance for database creation and management**

Mr. Lord said that a contract with the Museum District Business Alliance is being developed and will be presented to the Board for approval. No action was taken.

- b. Discuss logo creation contest**

- c. Discuss district branding campaign**

- d. Consider partnership with St. Thomas University for the purpose of district branding.**

Ms. Larson reported that Committee members met with representatives of St. Thomas University with regards to the possibility of involving students in a logo contest and branding campaign for the District. She noted that Board members would be involved in the judging process and that the concepts would become the property of the District. Ms. Larson also said that updates to the District's website are ongoing. No action was taken.

Receive Report from Visual Improvements and Cultural Promotion Committee with regard to the following:

- a. Esplanade maintenance**

Mr. David Hawes said that no proposals were received as a result of the initial request for proposals for the contract for esplanade maintenance; however, he indicated that a second request for proposals has been distributed. No action was taken.

- b. *Keep Montrose Clean* Campaign**

Mr. David Hawes noted that Committee Chair Fricke believes implementing a new "*Keep Montrose Clean*" campaign will help to focus the community on the importance of trash clean-up. He indicated that more information will be forthcoming as details of the new program are developed. No action was taken.

Receive recommendation from Transportation Committee to authorize the District's Executive Director and Legal Counsel to negotiate a scope of service and contract with Walter P. Moore for a mobility survey to be brought back to the board for approval.

Director Wynn reported that three proposals were received for a mobility study and that the Committee recommends the selection of Walter P. Moore and Associates, Inc. Mr. Lord noted that the scope of work could be negotiated to include the west side of Montrose, contingent on creation of the West Montrose Management District. Upon a motion duly made by Director Wynn and being seconded by Director Nagar, the Board voted unanimously to authorize the District's Executive Director and Legal Counsel to negotiate a scope of service and contract with Walter P. Moore and Associates, Inc. for a mobility survey to be brought back to the Board for approval, as well as to invite Walter P. Moore representatives to make a presentation to the Board at an upcoming meeting.

Discuss legislative options for including additional territory in the District.

Mr. Lord reported that the bill was filed in the State Legislature by State Representative Ellen Cohen for the creation of a separate West Montrose Management District. The two Districts will have the option to merge if both boards desire. A petition drive for business owners who support creation of the new management district is underway. Director Wynn said that the creation of the new district will be the topic at a luncheon meeting tomorrow of the Museum District Business Alliance, and he encouraged Board members to attend the luncheon. No action was taken.

Receive Executive Director's Report.

Mr. David Hawes distributed copies of the Final Harris County Improvement District No. 11 2009-2017 Service and Improvement Plan and Assessment Plan dated February 13, 2009, hereby attached as Exhibit C. He noted that state legislators from Harris County have received excellent committee assignments in the current legislative session. He also distributed an Audit proposal from McCall, Gibson & Company, P.L.L.C., dated February 18, 2009, hereby attached as Exhibit D. No action was taken.

Other Business.

Director Robinson informed the Board that a Super-Neighborhood event is scheduled for April 23-24, 2009, and that event sponsors include Blueprint Houston and the Neartown Association. It is being held in conjunction with the Urban Land Institute and more information will be forthcoming. No action was taken.

Adjourn.

There being no further business to come before the Board, Chairman Grover adjourned the meeting at 4:28 p.m.

Secretary, Board of Directors

(SEAL)

Exhibits:

- Exhibit A: Amendment to contract for consulting and administrative services with Hawes Hill Calderón LLP, dated January 1, 2009
- Exhibit B: Monthly Patrol Vehicle Reports, dated February 22, 2009
- Exhibit C: Final Harris County Improvement District No. 11 2009-2017 Service and Improvement Plan and Assessment Plan, dated February 13, 2009
- Exhibit D: Audit Proposal from McCall Gibson & Company, P.L.L.C., for the year ended December 31, 2008, dated February 18, 2009

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

4. Receive financial report and pay bills.



MUNICIPAL ACCOUNTS
& CONSULTING, L.P.

**HARRIS COUNTY IMPROVEMENT
DISTRICT NO. 6**

BOOKKEEPER'S REPORT

March 18, 2009

Harris County Improvement District No. 6 - GOF
Cash Flow Report
As of March 18, 2009

Num	Name	Memo	Amount	Balance
BALANCE AS OF 2/19/2009				\$8,138.56
Receipts				
	Wire Transfer		145,000.00	
	Wire Transfer		212,000.00	
	Anco McDonald-Refund Overpayment		1,310.00	
	Assessment Revenue		5,165.32	
	Interest		15.39	
Total Receipts				363,490.71
Expenses				
1068	Andrew Duncan	Security Expense	(600.00)	
1069	Daniel Molina	Security Expense	(840.00)	
1070	Jesse Ornelas	Security Expense	(630.00)	
1071	Victor Beserra	Security Expense	(1,680.00)	
1072	Vinson & Elkins, L.L.P.	Legal Fees-Creation	(21,477.50)	
1073	2seven Consulting, Inc.	Web Site Database Development	(500.00)	
1074	Greater East End Management District	Graffiti Abatement Services	(2,560.00)	
1075	Hawes Hill Calderon, LLP	Consulting & Admin Fee	(6,115.32)	
1076	Municipal Accounts & Consulting, L.P.	Bookkeeping Fees	(711.55)	
1077	Vinson & Elkins, L.L.P.	Legal Fees	(7,681.75)	
1078	Anco-McDonald Waterworks	Insurance Expense	(1,322.00)	
1079	Equi-Tax, Inc.	Tax Services	(470.87)	
Bank Chrg	Tradition Bank	Wire Transfer Fee	(10.00)	
Total Expenses				(44,598.99)
BALANCE AS OF 3/18/2009				<u>\$327,030.28</u>

Fund Balance For HC ID 6

As of 3/18/2009

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	\$2,406.59	TAX ACCT
Checking Account(s)						
TRADITION BANK	1604113500			0.50	\$327,030.28	
Totals for general fund fund:					\$329,436.87	
Grand total for HC ID 6:					\$329,436.87	

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

Harris County Improvement District No. 6 - GOF
Actual Vs. Budget
February 2009

	Feb 09	Budget	\$ Over Budget	Jan - Feb 09	YTD Budget	\$ Over Budget	Annual Budget
Income							
14110 • Assessments	201,808.81	33,425.42	168,383.39	287,456.12	66,850.80	220,605.32	401,105.00
14310 • Penalties & Interest	2,542.54			2,983.32			
14380 • Interest	15.39	208.33	(192.94)	26.21	416.70	(390.49)	2,500.00
14390 • Ending FY 2008 Fund Balance	0.00	4,166.67	(4,166.67)	0.00	8,333.30	(8,333.30)	50,000.00
Total Income	204,366.74	37,800.42	166,566.32	290,465.65	75,600.80	214,864.85	453,605.00
Expense							
Business Development							
16124 • Marketing & Public Rel Director	1,000.00	1,000.00	0.00	2,000.00	2,000.00	0.00	12,000.00
16125 • Marketing & Public Relations	0.00	6,200.00	(6,200.00)	0.00	12,400.00	(12,400.00)	74,400.00
16130 • Publications	0.00	1,333.33	(1,333.33)	0.00	2,666.70	(2,666.70)	16,000.00
16140 • Web Site Maintenance	500.00	1,000.00	(500.00)	1,000.00	2,000.00	(1,000.00)	12,000.00
Total Business Development	1,500.00	9,533.33	(8,033.33)	3,000.00	19,066.70	(16,066.70)	114,400.00
Dist Creation Costs & To Date							
16230 • Vinson & Elkins	0.00			21,477.50			
Total Dist Creation Costs & To Date	0.00			21,477.50			
Project Staffing & Admin							
16150 • Admin & Management	1,400.00	1,400.00	0.00	2,800.00	2,800.00	0.00	16,800.00
16160 • Reimbursable Expenses	369.61	50.00	319.61	831.51	100.00	731.51	600.00
16170 • Reimbursable Mileage	229.78	8.75	221.03	307.88	17.50	290.38	105.00
16180 • Postage, Deliveries	189.81	10.00	179.81	359.06	20.00	339.06	120.00
16190 • Printing & Reproduction	316.65	35.00	281.65	573.10	70.00	503.10	420.00
16200 • Public Notices, Advertising	0.00	9.00	(9.00)	0.00	18.00	(18.00)	108.00
16210 • Project Management	2,600.00	2,600.00	0.00	5,200.00	5,200.00	0.00	31,200.00
16220 • Legal Services	7,681.75	1,000.00	6,681.75	7,681.75	2,000.00	5,681.75	12,000.00
16250 • Bookkeeping	525.00	425.00	100.00	1,120.00	850.00	270.00	5,100.00
16260 • Assessment Database Management	470.87	494.58	(23.71)	941.74	989.20	(47.46)	5,935.00
16270 • Office Supplies	0.00	58.33	(58.33)	0.00	116.70	(116.70)	700.00
16280 • Other	10.00	250.00	(240.00)	860.00	500.00	360.00	3,000.00
16340 • Auditing Fees	0.00	625.00	(625.00)	0.00	1,250.00	(1,250.00)	7,500.00
16530 • Insurance & Surety Bond	1,322.00	500.00	822.00	1,322.00	1,000.00	322.00	6,000.00
Total Project Staffing & Admin	15,115.47	7,645.66	7,469.81	21,997.04	14,931.40	7,065.64	89,588.00
Security and Public Safety							
15415 • Vehicle Maintenance & Operations	0.00	625.00	(625.00)	0.00	1,250.00	(1,250.00)	7,500.00
15420 • Contract Public Safety Services	3,750.00	4,240.00	(490.00)	8,298.00	8,480.00	(182.00)	50,880.00
15430 • Cell Phone	53.11	75.00	(21.89)	201.31	150.00	51.31	900.00
15450 • Public Safety Insurance	(1,310.00)	416.67	(1,726.67)	3,998.00	833.30	3,164.70	5,000.00
16100 • Store Front Equipment	0.00	125.00	(125.00)	14.50	250.00	(235.50)	1,500.00
16110 • Graffiti Abatement	2,560.00	1,250.00	1,310.00	5,120.00	2,500.00	2,620.00	15,000.00
Total Security and Public Safety	5,053.11	6,731.67	(1,678.56)	17,631.81	13,463.30	4,168.51	80,780.00
Transportation Planning							
16120 • Mobility Planning	0.00	3,783.33	(3,783.33)	0.00	7,566.70	(7,566.70)	45,400.00
Total Transportation Planning	0.00	3,783.33	(3,783.33)	0.00	7,566.70	(7,566.70)	45,400.00
Visual Improvements & Cultural							
16212 • Beautification Design & Install	0.00	1,891.67	(1,891.67)	0.00	3,783.30	(3,783.30)	22,700.00
Total Visual Improvements & Cultural	0.00	1,891.67	(1,891.67)	0.00	3,783.30	(3,783.30)	22,700.00
Total Expense	21,668.58	29,405.66	(7,737.08)	64,106.35	58,811.40	5,294.95	352,868.00
Net Income	182,698.16	8,394.76	174,303.40	226,359.30	16,789.40	209,569.90	100,737.00

INVOICES

Vinson&Elkins

Invoice

February 23, 2009

Harris County Improvement District No. 6
Teresa Rosenbaum
Manager
Municipal Accounts & Consulting, LP
1300 Post Oak Blvd., Suite 1600
Houston, TX 77056

Client/Matter Number HAR286 67000
Invoice Number 25296243
Billing Attorney Clark S. Lord

Re: Special Counsel

Fees for services posted through February 23, 2009:

Date	Bureau M. Johnson	Hours
10/17/06	Office conference with Clark Lord regarding procedures and startup costs of management district.	0.50
Date	Marilyn A. Roberts	Hours
09/20/06	Review Chapter 49 of Texas Water Code relating to organization of District; prepare draft agenda for September 27 meeting, edit, and review; prepare initial drafts of Resolution Establishing Fiscal Year End, Resolution Establishing Authorized Depository Institutions and Adopting List of Qualified Broker/Dealers, Resolution Establishing Office and Regular Meeting Places within and outside the District, Resolution Establishing a Records Management Program, and Resolution Designating Agent for Issuance of Notice to Purchasers, and conference with Clark Lord regarding same; telephone call and follow-up e-mail to Kim Courte of Anco-Wessendorf Insurance regarding Directors & Officers Bonds.	4.75
09/21/06	Further revisions and finalize September 27 agenda and conference with Clark Lord regarding same; teleconference with Jim McDermid regarding posting notice within the District; teleconferences and e-mails with Gwen Highfill of Anco-Wessendorf regarding obtaining Directors and Officers Position Schedule Bonds and provide roster of Board members via facsimile; prepare e-mail to Janet Sweatt regarding distribution and posting of September 27 agenda; further work on resolutions for approval at organizational meeting.	3.00
09/24/06	Continue preparation of initial drafts of resolutions for approval at organizational meeting, edit, and review and prepare e-mail to Clark Lord regarding same; review e-mail from Gwen Highfill and attached proposal for Directors and Officers Bonds.	2.25
09/25/06	Make final revisions to creation resolutions, print multiple originals of each, and flag same for signatures.	1.75
09/26/06	Prepare Information Form, edit, make final revisions, print multiple originals and flag same for signatures; organize documents for approval and prepare for District meeting.	2.00
09/27/06	Final preparation for organizational meeting.	3.50
09/28/06	Telephone conferences with Norm Carnaghan and Bill Sullivan regarding preparation of boundary map for attaching to Information Form; notarize	1.75

Please reference client/matter and invoice numbers when making payment.
PLEASE REMIT TO: P.O. BOX 300113, HOUSTON, TEXAS 77216-0113 U.R.S. NO. 74-1183016
Vinson & Elkins LLP Attorneys at Law Abu Dhabi Austin Beijing Dallas Dubai First City Tower 1001 Fawcett St., Suite 2500, Houston, TX 77002-4790
Hong Kong Houston London Moscow New York Shanghai Tokyo Washington Tel 713.755.2322 Fax 713.755.2348 www.velson.com

V&E Invoice

Harris County Improvement District No. 6 February 23, 2009 Page 2

Client/Matter Number HAR286 67000
Invoice Number 25296243
Billing Attorney Clark S. Lord

Re: Special Counsel

	Sworn Statements, Official Bonds, and Oaths of Office for new board members and prepare letter to Secretary of State's Office transmitting Official Bonds and Oaths of Office.	
10/04/06	Review boundary map with Bill Sullivan; prepare letters to TCEQ and Harris County Clerk transmitting Information Form; prepare check request for Harris County recording fee; scan and e-mail executed bond proposals to Gwen Highfill at Anco-Wessendorf and review and reply to follow-up e-mails.	2.00
10/11/06	Prepare agenda for October 18 meeting of Harris County Improvement District No. 6 and conference with Clark Lord regarding same; prepare draft minutes of September 27 meeting, edit, and review.	3.50
10/13/06	Revisions to October 18 agenda and conference with Clark Lord regarding same.	0.50
10/18/06	Final preparations for District meeting; review Anco-McDonald Directors and Officers Liability Insurance proposal; travel to and attend District meeting, and return to office.	4.25
11/09/06	Conference with Clark Lord regarding November 15 meeting; final revisions to November 15 agenda; e-mail to Floyd Mechler of Aquisurance to request directors and officers liability coverage; e-mail to Pat Hall regarding presentation on tax assessor/collector services at November 15 meeting.	1.00
11/13/06	Prepare sworn statements, official bonds, and oaths of office for Brad Nagar, Michael Grover, and Randall Ellis; print multiple originals and flag for signatures; revise miscellaneous organizational resolutions, print multiple originals, and flag for signatures; prepare draft minutes of October 18 meeting, edit, and review.	3.50
11/14/06	Final revisions to October 18 minutes and transmit to Janet Sweatt for Board members; review and reply to e-mail from Pat Hall regarding presentation at District meeting; prepare follow-up e-mail to Floyd Mechler requesting proposal for directors and officers' liability coverage.	2.00
11/15/06	Organize meetings file and prepare for District meeting; revise Vinson & Elkins L.L.P. letter agreement and print multiple originals for signature; prepare Resolution Appointing Public Information Coordinator; make multiple originals, and flag same for signatures; review directors' and officers' liability coverage proposal from Aquisurance; travel to and attend District meeting; teleconference with Pat Hall regarding presentation by Equi-Tax at District meeting; scan boundary map and e-mail same to Pat Hall.	4.75
12/05/06	Prepare draft minutes of November 15 meeting, edit, and review; prepare draft agenda for December 13 meeting and conference with Clark Lord regarding same; review Sworn Statements, Oaths of Office and Official Bond of newly appointed directors and notarize same.	2.50

Please reference client/matter and invoice numbers when making payment.
PLEASE REMIT TO: P.O. BOX 300113, HOUSTON, TEXAS 77216-0113 U.R.S. NO. 74-1183016
Vinson & Elkins LLP Attorneys at Law Abu Dhabi Austin Beijing Dallas Dubai First City Tower 1001 Fawcett St., Suite 2500, Houston, TX 77002-4790
Hong Kong Houston London Moscow New York Shanghai Tokyo Washington Tel 713.755.2322 Fax 713.755.2348 www.velson.com

V&E Invoice

Harris County Improvement District No. 6 February 23, 2009 Page 3

Client/Matter Number HAR286 67000
Invoice Number 25296243
Billing Attorney Clark S. Lord

Re: Special Counsel

12/07/06	Revisions to December 13 agenda.	0.25
12/12/06	Organize meetings file and prepare for District meeting.	0.50
12/12/06	Conference with Clark Lord to review District matters for approval at meeting; revise organizational resolutions, print multiple originals of each, and flag same for signatures.	1.50
12/13/06	Travel to and attend District meeting; prepare letter to City of Houston transmitting Resolution Requesting Consent to Creation of District.	3.50
12/21/06	Revisions to November 15 minutes per request of Board; teleconferences with Gwen Highfill of Anco-McDonald Insurance and Julie Collette of Aquisurance regarding directors and officers liability coverage and complete questionnaire for same.	1.25
01/02/07	Notarize directors' official bonds, oaths of office, and sworn statements and prepare letter to Secretary of State transmitting same.	1.00
01/03/07	Prepare draft agenda for January 17, 2007 meeting, edit, and review; review notes of December 13, 2006 meeting.	0.50
01/10/07	Prepare draft minutes of December 13 meeting, edit, and review; further edit and revisions of January 17 agenda; prepare letter to Julie Collette transmitting executed original of directors and officers liability insurance coverage.	3.50
01/17/07	Organize meetings file and prepare for District meeting; travel to and attend District meeting.	3.50
01/19/07	Teleconferences with Nadine Bliner of Aquisurance regarding directors and officers liability application and binding coverage, scan executed signature page of application, and transmit same via e-mail.	0.75
01/22/07	Teleconference with Nadine Bliner regarding payment of directors and officers liability coverage; scan and transmit adopted resolutions to Brad Nagar and Michael Grover; prepare draft agenda for January 31 meeting.	0.75
01/24/07	Respond to request from Nadine Bliner of Aquisurance regarding District creation date for insurance purposes.	0.25
01/25/07	Revise January 31 agenda; review e-mails from Dan McDonald regarding directors and officers liability coverage with Aquisurance, scan executed proposal, and transmit to Dan McDonald via e-mail.	0.75
01/31/07	Print execution originals of Agreement between District and Harms Hill Calderon and flag for signatures and make copies of same for distribution to Board members; conference with Clark Lord regarding re-approval of directors and officers liability insurance proposal.	0.50
02/01/07	Prepare letter to Aquisurance transmitting check in payment of invoice for Directors and Officers Liability Insurance coverage; prepare letter to Anco-	0.75

Please reference client/matter and invoice numbers when making payment.
PLEASE REMIT TO: P.O. BOX 300113, HOUSTON, TEXAS 77216-0113 U.R.S. NO. 74-1183016
Vinson & Elkins LLP Attorneys at Law Abu Dhabi Austin Beijing Dallas Dubai First City Tower 1001 Fawcett St., Suite 2500, Houston, TX 77002-4790
Hong Kong Houston London Moscow New York Shanghai Tokyo Washington Tel 713.755.2322 Fax 713.755.2348 www.velson.com

Client/Matter Number
Invoice Number
Billing Attorney

HAR288 67000
25296243
Clark S. Lord

Re: Special Counsel

02/05/07	McDonald transmitting check in payment of invoice for Directors' Bond.	0.25
02/05/07	Review correspondence from Nadine Bitner of Aquasurance, Inc. and attached directors and officers liability policy.	1.75
02/06/07	Prepare District Registration Form, edit, and finalize; prepare letter to TCEQ transmitting District Registration Form; prepare draft of Meetings Manual Index.	0.50
02/14/07	Scan minutes and agendas for all meetings held to date and transmit same to David Hawes along with information regarding the Service Plan Committee members.	0.75
02/15/07	Review meeting notes of January 17 meeting, prepare draft agenda for February 21 meeting, and conference with Clark Lord regarding same.	2.25
02/28/07	Telephone call from Gavin Dillingham of City of Houston regarding proposed Service Plan.	0.25
03/01/07	Follow-up teleconference with Gavin Dillingham regarding District's future assessments.	0.50
03/20/07	Review e-mail from Steve Pittman regarding various committees and members for each, review minutes relating to same, and prepare reply e-mail to Steve Pittman.	1.25
04/04/07	Organize Districts files and conference with Janet Sweatt regarding labels for permanent files.	2.00
02/13/08	Prepare drafts of Notice of Hearing for publication in Houston Chronicle and Notice of Hearing for mailing to property owners, edit, and make final revisions and conference with Clark Lord regarding same; prepare e-mail to Legal Notices Department of Houston Chronicle regarding publication deadline.	0.50
02/14/08	Review e-mails regarding Notice of Hearing and transmit final version to Houston Chronicle for publication.	1.25
02/15/08	Review e-mail from Houston Chronicle and attached proof of Notice of Hearing, review same, and teleconferences with Ana Meares of Houston Chronicle regarding payment of publication fees and authorizing publication; prepare draft notice for February 20 meeting and conference with Clark Lord regarding same.	0.25
02/17/08	Review e-mail from Pat Hall confirming mailing of Notice of Public Hearing to property owners.	0.50
02/26/08	Teleconference with Mylinda Tubbs of Elita Court Reporting Services, Inc. to request services at March 19 public hearing and prepare follow-up e-mail transmitting copy of Notice of Public Hearing.	

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PLEASE REMIT TO: P.O. BOX 200113, HOUSTON, TEXAS 77216-0113

I.R.S. NO. 74-1183015

Wesson & Elkins LLP, Attorneys at Law Abu Dhabi Austin Beijing Dallas Dubai
Hong Kong Houston London Moscow New York Shanghai Tokyo Washington
Tel 713.758.2322 Fax 713.758.2348 3009.9188@wv.com

Client/Matter Number
Invoice Number
Billing Attorney

HAR288 67000
25296243
Clark S. Lord

Re: Special Counsel

03/12/08	Conference with Clark Lord regarding preparation for March 19 public hearing.	0.25
03/14/08	Prepare draft of script for March 19 public hearing.	2.00
03/19/08	Prepare for public hearing, including coordinating exhibits, exchange of e-mails and telephone calls with David Hawes, Pat Hall, and Susan Hill, preparing notebooks, travel to and attend hearing and return to office.	6.50
03/24/08	Begin review of court reporter's transcript of March 19 public hearing.	0.50
03/25/08	Continue review of court reporter's transcript of March 19 public hearing, review documentation from hearing, prepare draft of Hearing Examiner's Report and conference with Clark Lord regarding same.	2.50
03/26/08	Prepare for District meeting, including review Order, review executed Petitions, make multiple copies of Service Plan and attach to each Petition, prepare exhibit cover pages, make revisions to hearing examiner's report, and handle other necessary matters in preparation for District meeting.	4.00
04/02/08	Review e-mail from Clark Lord regarding March 19 public hearing; scan transcript of public hearing and hearing examiner's report and transmit same via e-mail to Board members.	0.50
05/06/08	Teleconference with Susan Hill regarding legal descriptions for District boundaries and review e-mail regarding same and print copies of legal descriptions; prepare check request for filing fee at Harris County Clerk's Office, revisions to Order Dividing District, prepare letters to TCEQ and Harris County, revise same, and coordinate delivery to Harris County and overnight mail to TCEQ.	1.75
06/17/08	Conference with C.J. Chambers regarding Deposition Pledge Agreement and conduct research of file for same.	0.50

Date	William F. Sullivan	Hours
10/02/06	Begin creation of boundary location map. Download 95 HCAD parcel maps and splice to create boundary map background per Marilyn Roberts.	3.00
10/03/06	Research location of Lot 10 block 78 W.R. Baker Subdivision per boundary description in Texas House Bill 3518. Create and print boundary map per Marilyn Roberts.	3.00

Date	Christiane J. Chambers	Hours
05/20/08	Prepare and distribute resolutions approving the investment policy, investment officer, list of qualified brokers, policies & procedures, & bank authority to Clark Lord.	1.50

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

Wesson & Elkins LLP, Attorneys at Law Abu Dhabi Austin Beijing Dallas Dubai
Hong Kong Houston London Moscow New York Shanghai Tokyo Washington
Tel 713.758.2322 Fax 713.758.2348 3009.9188@wv.com

Client/Matter Number
Invoice Number
Billing Attorney

HAR288 67000
25296243
Clark S. Lord

Re: Special Counsel

05/23/08	Review, revise and distribute five resolutions for Clark Lord; correspond with Clark Lord.	1.00
06/25/07	Email correspondence with Clark Lord regarding preparation of bond, oaths of office, and sworn statements for HCID #6.	0.50
06/27/07	Prepare sworn statements and oaths of office for directors.	0.25
07/12/07	Conference with Clark Lord regarding documents needed for HCID #6 meeting; E-mail correspondence with insurance agent regarding new bonds needed; Phone correspondence with Susan Hill (Hawes, Hill, Calderon).	0.50
07/16/07	Revise Registration Form; E-mail correspondence with Clark Lord.	0.25
07/17/07	Email correspondence with bond insurance company; email and phone correspondence with Clark Lord.	1.00
07/19/07	Email correspondence with bond insurance company; email correspondence with Clark Lord.	0.25
07/23/07	Email correspondence with insurance company regarding bond and invoice; email correspondence with Clark Lord.	0.25
07/24/07	Review material received regarding insurance and bonds; conference with Clark Lord; phone conference with insurance company.	0.50
07/25/07	Phone correspondence with insurance company; conference with Clark Lord and insurance broker.	1.00
08/17/07	Email correspondence with Clark Lord and insurance bonding company regarding renewal of Montrose directors.	0.50
08/20/07	Email correspondence with insurance company regarding bonds; email correspondence with Clark Lord regarding board of directors.	0.50
08/20/07	Email correspondence with insurance company and Clark Lord.	0.25
08/25/07	Email correspondence regarding expiration of insurance.	0.25
Total		107.00 \$21,477.50

Total Invoice \$21,477.50

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

Wesson & Elkins LLP, Attorneys at Law Abu Dhabi Austin Beijing Dallas Dubai
Hong Kong Houston London Moscow New York Shanghai Tokyo Washington
Tel 713.758.2322 Fax 713.758.2348 3009.9188@wv.com

Client/Matter Number
Invoice Number
Billing Attorney

HAR288 67000
25296243
Clark S. Lord

Re: Special Counsel

Summary of Services

Name	Hours	Amount
Christiane J. Chambers	2.50	625.00
Suzanne M. Johnson	0.50	192.50
Marilyn A. Roberts	92.00	18,080.00
Wendolyn M. Rodriguez	8.00	1,350.00
William F. Sullivan	8.00	1,200.00
Total	107.00	\$21,477.50

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

Wesson & Elkins LLP, Attorneys at Law Abu Dhabi Austin Beijing Dallas Dubai
Hong Kong Houston London Moscow New York Shanghai Tokyo Washington
Tel 713.758.2322 Fax 713.758.2348 3009.9188@wv.com

East/Montrose Patrol		Pay Period	Regular Hours	Regular Pay	Holiday Hours	Holiday Pay	Total Amount
Victor Baserra	12265 Fondren #1511, Houston, TX. 77035	Feb-09	40	\$ 42.00	0	\$ -	\$ 1,680.00
Jesse Omelas	9659 Meadowdale Houston, TX. 77063	Feb-09	15	\$ 42.00	0	\$ -	\$ 630.00
Andrew Duncan	1069104 Coordinator Fee	Feb-09	0	\$ 42.00	0	\$ -	\$ -
		Feb-09		\$ 500.00		\$ -	\$ 500.00
Daniel Molina	17106 Pleasant Rd, Neeville, TX. 77461	Feb-09	20	\$ 42.00	0	\$ -	\$ 840.00
Margarito Frutos	103235	Feb-09	0	\$ 42.00	0	\$ -	\$ -
TOTAL AMOUNT							\$ 3,750.00

INVOICE

[Zseven Consulting, Inc.]

7327 Rustling Oaks Dr
Richmond, Texas 77469
713.542.5287 c 832.201.7601 f
gschulte@zseven.net

INVOICE NO. [272] ✓
DATE March 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
	Feb-09	Due upon receipt	

QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
5.00	montrose/district.org web site/database monthly maintenance (February 2009)	100.00	500.00
	Website (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)		
	SharePoint Environment (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 Zseven Consulting, Inc.
THANK YOU FOR YOUR BUSINESS!



Greater East End Management District

The New Day Begins!

3211 Harrisburg
Houston Texas 77003
Phone 713-628-9916
Fax 713-628-2915

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:
March 10, 2009

INVOICE # 9-7 ✓

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

DESCRIPTION	Time	AMOUNT
February 5, 2009 - constituents visits, waiver collection, graffiti identification	8 Hour	\$ 640.00
area survey, graffiti identification, graffiti preparation, graffiti abatement, reporting		
Sites Abated: 26 sites		
February 13, 2009 - constituents visits, waiver collection, graffiti identification	8 Hour	\$ 640.00
area survey, graffiti identification, graffiti preparation, graffiti abatement, reporting		
Sites Abated: 12 sites		
February 20, 2009 - constituents visits, waiver collection, graffiti identification	8 Hour	\$ 640.00
area survey, graffiti identification, graffiti preparation, graffiti abatement, reporting		
Sites Abated: 17 sites		
February 26, 2009 - constituents visits, waiver collection, graffiti identification	8 Hour	\$ 640.00
area survey, graffiti identification, graffiti preparation, graffiti abatement, reporting		
Sites Abated 19 sites		
SUBTOTAL		\$ 2,560.00
TAX RATE		
SALES TAX		
OTHER		
TOTAL		\$ 2,560.00 ✓

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

If you have any questions concerning this invoice contact Eva Quiroz, Administrative Services Manager, at (713) 928-9916.

THANK YOU FOR YOUR BUSINESS!

DATE	DESCRIPTION	AMOUNT
	Professional Consulting, Project Management & Administrative Fee February 2009	\$5,000.00 16150
	Reimbursable expenses as follows:	
1/27/2009	Frys' per receipt	\$12.98 1640
1/27/2009	A to Z	\$27.68
2/2/2009	A to Z	\$29.89
2/4/2009	Fedex per attachment	\$59.20
2/11/2009	A to Z	\$28.64
2/17/2009	A to Z	\$32.17
2/17/2009	- Fedex kinks per attachment -	\$148.52
2/16/2009	→ Harris County Clerk +	\$9.00 1646
2/16/2009	A to Z	\$21.53
2/23/2009	Hour Messenger	\$185.55 1618
2/16/2009	Verizon per attachment	\$53.11 16430
	Mileage, G. Larson	\$80.10 16170
	Mileage, R. Hill	\$49.95
	Mileage, D. Hawes per attachment (Nov-Dec)	\$53.53
	Mileage, D. Hawes per attachment	\$46.20
	In house copies 1719 @ .15 each + 18 sets	\$275.85 1649
	In house postage -	\$1.42 1615
Sales Tax:		\$0.00
Total Amount:		\$6,115.32
Amount Applied:		\$0.00
Balance Due:		\$6,115.32 ✓



MUNICIPAL ACCOUNTS
& CONSULTING, L.P.

Invoice

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

Date	Invoice #
3/1/2009	13021 ✓

Description	Amount
Monthly Bookkeeping	450.00
Work on Preparation of 1099 & 1096	17.00
Preparation of Audit Schedules	45.00
Prepare 1099 and 1096 Forms	15.00
1099's 1096	45.00
Prepare 1099 and 1096 Forms	5.00
Preparation of Audit Schedules	10.00
Preparation of Audit Schedules	30.00
Additional Meeting Time	70.00
Fax	1.00
Postage	8.40
Xerox	15.15
Total Reimbursable Expenses	24.55
Total	\$711.55
Balance	\$711.55 ✓

115 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: 713.633.4539 ■ Fax: 713.629.6859

300 River Pointe ■ Suite 340 ■ Conroe, Texas 77104 ■ Phone: 936.756.1844 ■ Fax: 936.756.1844

V&E Invoice

Harris County Improvement District No. 6 February 17, 2009 Page 2

Client/Matter Number HAR288 67000
Invoice Number 25295413
Billing Attorney Clark S. Lord

Re: Special Counsel

12/19/08	CSL	Elite Reporting Service, Inc; INVOICE#: 208410; DATE: 12/19/2008 - Public Hearing Transcript	558.00
		Outside Professional Services	\$558.00
Total			\$558.00
Total Invoice			\$7,661.75

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. 74-1183018

Vinson & Elkins LLP Attorneys at Law Abu Dhabi Austin Beijing Dallas Dubai First City Tower, 1001 Fawcett St., Suite 2800, Houston, TX 77002-6780
Hong Kong Houston London Moscow New York Shanghai Tokyo Washington Tel 713.798.2322 Fax 713.798.2348 www.velson.com

Vinson & Elkins

Invoice

February 17, 2009

Harris County Improvement District No. 6
Teresa Rosenbaum
Manager
Municipal Accounts & Consulting, LP
1300 Post Oak Blvd., Suite 1600
Houston, TX 77056

Client/Matter Number HAR288 67000
Invoice Number 25295413 ✓
Billing Attorney Clark S. Lord

Re: Special Counsel

Fees for services posted through January 31, 2009:

Date	Clark S. Lord	Hours
01/21/09	Attend board meeting.	2.00
01/22/09	Meet with David Hawes and Claude Wynn about legislative issues.	2.50
01/29/09	Revise bill notice documents; research consolidation options.	1.25
01/30/09	Revise bill, notices and boundaries for district legislation; coordinate with Amanda Edwards.	2.00
Date	Amanda K. Edwards	Hours
01/27/09	Discuss Newspaper Notice requirements with Clark Lord and Marilyn Roberts.	0.25
01/28/09	Prepare notice of bill for newspaper publication; revise bill to allow for more districts to consolidate with proposed district.	4.00
01/29/09	Revise bill and notice; discuss bill and notice with Clark Lord.	1.00
01/30/09	Compare HCID No. 11 boundaries with map; confer with Clark Lord, Joshua Hawes, and Patrick Horton regarding boundaries; revise notice for newspaper; revise proposed legislation.	5.75
Date	Athea D. Davis	Hours
01/09/09	E-mail Clark Lord and Susan Hill re an Amended Information Form for the 1250 assessment.	0.25
01/21/09	Prepare and respond to various e-mails with Susan Hill; prepare draft of the Amended Information Form; conference with Marilyn Roberts re same; e-mail Clark re same and give to him for final review.	1.25
01/22/09	E-mail to Susan Hill re District Registration Form.	0.25
Total	20.50	\$7,123.75

Disbursements and other charges posted through January 31, 2009:

Outside Professional Services

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. 74-1183018

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Hong Kong Houston London Moscow New York Shanghai Tokyo Washington Tel 713.798.2322 Fax 713.798.2348 www.velson.com

V&E Invoice

Harris County Improvement District No. 6 February 17, 2009 Page 3

Client/Matter Number HAR288 67000
Invoice Number 25295413
Billing Attorney Clark S. Lord

Re: Special Counsel

Summary of Services

Name	Hours	Amount
Athea D. Davis	1.75	367.50
Amanda K. Edwards	11.00	3,850.00
Clark S. Lord	7.75	2,906.25
Total	20.50	\$7,123.75

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. 74-1183018

Vinson & Elkins LLP Attorneys at Law Abu Dhabi Austin Beijing Dallas Dubai First City Tower, 1001 Fawcett St., Suite 2800, Houston, TX 77002-6780
Hong Kong Houston London Moscow New York Shanghai Tokyo Washington Tel 713.798.2322 Fax 713.798.2348 www.velson.com

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

INVOICE # 3776		Page 1
ACCOUNT NO.	HCID6-1-6001	GL
DATE	02/27/09	
POLICY # 04-DO-000153721		
Mid-Continent Casualty		
Anco McDonald Waterworks		
01/19/08	07/31/09	02/27/09
		\$ 1,322.00

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

Inv #	Due Date	Trn Type	Description	Amount
INVOICE # 3776				
28718	02/27/09	+EN CPD2	Extend D&O x-date same as GL	\$ 1,322.00
FAX TO: Susan Hill @Hawes Hill Calderon #713-595-1276				
Invoice Balance:				\$ 1,322.00

Thank You



MID-CONTINENT CASUALTY COMPANY

P.O. BOX 1400 TULSA, OK 74101-1400

DIRECTORS AND OFFICER
GENERAL CHANGE ENDORSEMENT

POLICY NO: 04-DO-000153721

NAMED INSURED AND MAILING ADDRESS

HARRIS COUNTY IMPROVEMENT
DISTRICT NO. 6
PO BOX 22167
HOUSTON TX 77227-2167

AGENCY AND MAILING ADDRESS

ANCO-MCDONALD WATERWORKS
INSURANCE SERVICES LLC-PROGRAM
611 B MORTON STREET
RICHMOND TX 77469

POLICY PERIOD: FROM 01/18/2008 TO 07/31/2009 at 12:01 A.M. Standard Time at your mailing address shown above

Nothing herein contained shall be held to vary, waive, alter, or extend any of the terms, conditions, agreements, or declarations of the undermentioned Policy other than as stated below.

ENDORSEMENT NO: 002

EFFECTIVE 01/19/2008 THIS POLICY IS AMENDED AS SHOWN

Amending Policy Expiration Date to: 7/31/09

Pro-Rate: 1.000000

ADDITIONAL PREMIUM:

\$1,322.00

FORMS AND ENDORSEMENTS

APPLYING TO THIS COVERAGE PART AND MADE PART OF THIS POLICY AT THIS TIME:

MB055(02/07)

COUNTERSIGNED AT: RICHMOND TX

DATE: 02/18/2009

BY:

[Signature]
Authorized Representative

MI 90 00 (08 99)

INSURED COPY

PAGE 001

I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT AND THAT I AM AN AUTHORIZED REPRESENTATIVE OF THE INSURED.

Equi-Tax Inc.

Suite 200
17111 Rolling Creek Drive
Houston Texas 77090
281-444-4866

Invoice

DATE	INVOICE #
3/1/2009	39799

BILL TO

Harris County Improvement District No. 6
Hawes Hill Calderon LLP
PO Box 22167
Houston TX 77227-2167

DESCRIPTION	AMOUNT
Roll Management	150.00
Billing and Collection	320.87
Total	
\$470.87	

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. *Receive Assessment Collection Report and Billing and Assessment Summary.*

HARRIS COUNTY IMPROVEMENT DISTRICT NO. 6
ASSESSMENT COLLECTION REPORT
February 2009
BILLING AND COLLECTION SUMMARY
FISCAL YEAR
01/01/09 - 12/31/09

YEAR	RATE	TOTAL LEVY	COLLECTIONS	RECEIVABLE	% COLLECTED
2008	0.12500	\$418,532.89	\$327,014.06	\$91,518.83	78%
2007	0.12500	\$328,920.24	\$287,568.61	\$41,351.63	87%

Current Month Activity

Revenue:	<u>Current Month</u>	<u>Year to Date</u>
2008 Assessment Collected	189,961.10	272,342.75
2007 Assessment Collected	12,664.59	15,113.37
Penalty & Interest	2,542.54	2,983.32
Overpayments	14,086.54	14,086.54
Collection Fees		0.00
Court Fees		0.00
Total Revenue	219,254.77	304,525.98
Overpayments Presented for Refund	12,158.85	12,855.84
Overpayments Applied to Assessment	0.00	0.00

ASSESSED VALUE FOR 2008:	334,826,029	Uncertified:	3,774,553
ASSESSED VALUE FOR 2007:	263,135,812	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	287,568.61	
2008	0.12500	337,500	320,625	327,014.06	
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
February 2009

TOP TEN ASSESSMENT PAYERS

PROPERTY OWNER	PROPERTY TYPE	ASSESSED VALUE	ASSESSMENT AMOUNT
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

PROPERTY OWNER	ACCOUNT NUMBER	ASSESSMENT YEAR	ASSESSED AMOUNT
515 Westheimer LP	92 121 369 001 0001	2007 - 2008	7,375.00
Cal State Investment	92 037 031 000 0016	2007 - 2008	2,894.59
NRH Family Trust	92 004 140 000 0008	2007 -2008	2,691.40
J A Shankman LLC	92 124 395 001 0001	2008	2,676.60
Nguyen Ngan Phuong	92 004 135 000 0004	2007 - 2008	2,594.08
Bio Medical Applications	92 030 245 000 0004	2008	2,000.00
Blythe Kimberly	92 057 036 000 0034	2007 - 2008	1,969.36
KP Hawthorne LTD	92 037 031 000 0001	2007 - 2008	1,930.00
1920 Manor LLC	92 030 245 000 0001	2007 -2008	1,909.98
4310 Yoakum Partners HIP	92 026 135 000 0014	2007	1,887.57

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. Consider audit proposal from McCall, Gibson & Company, PLLC for FY 2008.

HARRIS COUNTY IMPROVEMENT DISTRICT NO. 6

HARRIS COUNTY, TEXAS

AUDIT PROPOSAL

FOR THE YEAR ENDED

DECEMBER 31, 2008

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ENGAGEMENT LETTER	5-9
MOST RECENT EXTERNAL QUALITY CONTROL REVIEW LETTER OF COMMENTS AND RESPONSE AICPA RECEIPT	10-14
COPY OF FIRM LICENSES	15
LIST OF REFERENCES	16

McCALL, GIBSON & COMPANY, PLLC
Certified Public Accountants

13831 Northwest Frewy.
Suite 610
Houston, Texas 77040-5216
(713) 462-0341
Fax (713) 462-2708
E-Mail: mccallgibson@mccallgibson.com

7801 N. Capital of Texas Hwy.
Suite 350
Austin, Texas 78731-1169
(512) 418-2358
Fax: (512) 340-0604

February 18, 2009

Board of Directors
Harris County Improvement District No. 6
Harris County, Texas

Dear Board Members:

Attached is a copy of our engagement letter for the audit of Harris County Improvement District No. 6 as of and for the year ended December 31, 2008. It is a pleasure to have this opportunity to present our proposal.

McCall, Gibson & Company, PLLC is a Texas CPA firm, concentrating on accounting and auditing for local governmental and not-for-profit organizations only. In the beginning of our professional career we recognized that there were areas within the local governmental and not-for-profit industries that had accounting issues we enjoyed, so we chose to develop our expertise in this area. It is because of this specialty that we believe our firm is small enough to provide the very best in personal service and large enough to practice the quality standards of the largest CPA firms.

In 1987, when the firm was first formed, we audited 35 water districts; today, the firm audits in excess of 220 water districts, thirteen regional water and wastewater treatment facilities, three cities, thirteen emergency services districts, ten management districts, two development districts and two water authorities. In addition, we audit approximately 25 not-for-profit entities including three large homeowners associations, two water supply corporations, four volunteer fire departments and nine redevelopment authorities.

The firm was originally formed on March 1, 1987, twenty-two years ago. The owners of the firm are Michael M. (Mike) McCall, Debra A. (Debbie) Gibson, Christopher (Chris) J. Swedlund and Noel W. Barfoot. Mike has worked in public accounting a total of 32 years, ten of those years were with a large local CPA firm and for two years he was the partner-in-charge of all municipal engagements. Debbie has been with the firm since its inception and originally started working in public accounting in 1985. Chris joined the firm in 1994 after graduation from Abilene Christian University. Noel first worked for the firm from 1996 until 1998 after graduation from the University of Houston. In 1998 he moved back to his native Beaumont/Orange area; working as an audit manager for a CPA firm in Beaumont. In 2005 Noel subsequently moved back to Houston and the firm. The last twenty-two years have been challenging and we can proudly say significant strides have been made in our efforts to better serve our clients.

Professionally we are members of the American Institute of Certified Public Accountants (AICPA) and the Texas Society of Certified Public Accountants. In June of 1988 the firm joined the Private Companies Practice Section (PCPS) of the AICPA. On July 23, 2008, the firm's latest peer review was performed under the oversight of the Texas Society of Certified Public Accountants. A copy of the reviewer's report is enclosed.

In 1997, the State Legislature required investment officers of all local governmental units to take a minimum of 10 hours of investment training. This requirement has since been revised to 4 or 6 hours depending on when the investment officer was appointed. We have been instrumental in following the Legislature's requirement by providing such training to local government investment officers. In the last twelve years, we have sponsored fifteen such training courses in Texas and have trained over 2,900 people. Our investment of time and resources to present such training reflects our commitment to being a leader in this industry. Our last seminar was on November 15, 2008, and included speakers Ms. Jeanne McDonald, Attorney-at-Law, Dr. Bernard Weinstein, Director of the Center for Economic Development and Research and a Professor of Applied Economics at the University of North Texas, and Ms. Linda Patterson of Patterson & Associates of Austin, Texas.

In addition to the owners, the firm employs Janet Boulden, CPA. Janet joined the firm in July 2004 and attended the University of Houston. Jennifer Day, CPA joined the firm in December 2001 after graduation from Sam Houston State University. Pat Baughman, CPA joined the firm in April 2008. Pat's previous experience includes twelve years with Blinn College in Brenham, Texas. Julia McCain, CPA joined the firm in November 2008 and is an audit manager with the firm. Julia graduated from Texas Tech University and previously worked as an auditor with KPMG, LLP. The firm's other employees include twelve staff accountants with accounting degrees or comparable educational backgrounds, one para-professional, and five administrative and clerical personnel.

Our approach to the audit will be to plan the audit and perform a preliminary review of your system of internal control. We will use our standard in-house generated audit program. Most material accounts will have a detailed test of transactions. We will perform the audit in your offices provided that appropriate space is available for our audit staff.

As noted in the enclosed engagement letter the fees for audit services are expected to be as follows:

- Audit of Harris County Improvement District No. 6 financial statements for the fiscal year ended December 31, 2008, to range between \$8,000 and \$10,000.

Our billing rates include the cost of any supplies or out of pocket expenses incurred. The audit estimate is strictly a range and not a fixed bid amount. It is based upon a budget of 67 hours for the audit. If during the course of the audit, it is determined that this estimate is not adequate because of special problems or circumstances, we will discuss the problems with the President or the Board of Directors prior to proceeding further. See the attached schedule of rates, budget hours by position, experience and training of the persons that will be involved in your audit.

Having you as a client is very important to us and we sincerely want to work for you. Please feel free to give us a call if you have any questions regarding the engagement, our qualifications or the contents of this letter.

Sincerely,



For the Firm
McCall, Gibson & Company, PLLC
Certified Public Accountants

Attachments

We estimate the following classifications of personnel and budgeted hours will be required to perform the audit:

	<u>Rates Per Hour</u>	<u>Audit Hours</u>
One Staff Accountant	\$80 - \$120	17
Experience:		
Zero to three years		
Training:		
Degreed accountant or trained paraprofessional.		
Functions:		
To accomplish procedures commensurate with experience.		
One Audit Senior or Manager	\$120 - \$160	26
Experience:		
Three to twenty years auditing experience		
Training:		
Certified Public Accountant or Candidate.		
Functions:		
To supervise and accept responsibility for draft report.		
One Principal (Shareholder)	\$200	15
Experience:		
Ten to thirty years experience		
Training:		
Certified Public Accountant		
Functions:		
Review, supervision and accept final report responsibility.		
Clerical Support Staff	\$50 - \$80	
Word processing, confirmation control and report assembly.		<u>9</u>
Total Hours		<u><u>67</u></u>

McCALL, GIBSON & COMPANY, PLLC

Certified Public Accountants

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Fax: (512) 340-0604

February 18, 2009

Board of Directors

Harris County Improvement District No. 6
Harris County, Texas

In accordance with our understanding, we will audit the financial statements of the governmental activities and each major fund, which collectively comprise the basic financial statements of Harris County Improvement District No. 6 (the "District") as of and for the year ended December 31, 2008. In addition, accounting principles generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A) and the schedule of revenues, expenditures and changes in fund balance – budget and actual for the general fund, to accompany the District's basic financial statements. As a part of our engagement we will apply certain limited procedures to the District's RSI, however the information will not be audited and we will disclaim an opinion on such information. The document we submit to you will include various supplemental schedules as required by the Texas Commission on Environmental Quality. This additional information will be subjected to the auditing procedures applied in our audit of the financial statements, except for that portion marked "unaudited", on which we will express no opinion.

Audit Objective

The objective of our audit is the expression of an opinion as to whether your basic financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America and to report on the fairness of the additional information referred to in the first paragraph when considered in relation to the financial statements taken as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such an opinion. If our opinion on the financial statements is other than unqualified, we will fully discuss the reasons with you in advance. If for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or to issue a report as a result of this engagement.

Management Responsibilities

Management is responsible for establishing and maintaining internal controls, including monitoring ongoing activities: for the selection and application of accounting principles; for the fair presentation in the financial statements of the respective financial position of the governmental activities, each major fund and the aggregate remaining fund information of the District and the respective changes in financial position in conformity with accounting principles generally accepted in the United States of America. Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. You are also responsible for management decisions and functions; for designating an individual with suitable skill, knowledge, or experience to oversee our financial statement preparation services and any other nonattest services we provide; and for evaluating the adequacy and results of those services and accepting responsibility for them. Nonattest services to be provided include the preparation of the financial statements, preparation of the appropriate capital asset schedules including calculation of depreciation on the capital assets and preparation of the journal entries to convert the fund financial statements to the government-wide financial statements as required by generally accepted accounting principles.

Management is responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. Management is responsible for adjusting the financial statements to correct material misstatements and for confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the District involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the District received in communications from employees, former employees, consultants, regulators, the public or others. In addition, you are responsible for identifying and ensuring that the District complies with applicable laws and regulations. With regard to using the auditor's report, you understand that you must obtain our written consent to reproduce or use our report in bond offering official statements or other documents.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Audit Procedures - General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the District or to acts by management or employees acting on behalf of the District.

Because an audit is designed to provide reasonable, but not absolute assurance, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention, unless clearly inconsequential. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditor is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about the financial statements and related matters.

Audit Procedures – Internal Control

Our audit will include obtaining an understanding of the District and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under professional standards.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatements, we will perform tests of the District's compliance with applicable laws and regulations and the provisions of contracts and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Audit Administration, Fees and Other

We are aware of the State statute requiring the audit be completed within one hundred and twenty (120) days and filed with the Texas Commission on Environmental Quality within one hundred and thirty-five (135) days from the closing date of the audit and barring any unforeseen circumstances every effort will be made to comply with this rule.

In accordance with provisions of the Local Records Retention Schedule Section 2-1: Item 1025-01 e) we agree to retain our audit work papers in our office for a period of three (3) years after all questions arising from the audit have been resolved. In order to allow for all questions arising from the audit to be resolved and to comply with Rule 501.76(f) of the Rules of Professional Conduct of the Texas State Board of Public Accountancy the actual date will be the five (5) year anniversary of the audit report in question.

Our fees for these services will be at our standard hourly rates and include any other direct charges. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. An interim bill will be rendered for payment at the time of presentation of a draft audit for approval by the Board of Directors and is due upon presentation. The following is an estimate of our fees for the audit included in this engagement letter.

- Audit of the District's financial statements as of and for the year ended December 31, 2008 to range between \$8,000 and \$10,000

If for any reason our services are terminated prior to issuance of a final report, our engagement will be deemed to have been completed, even if we have not completed our report. The District will be obligated to compensate us for our time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your consultants and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

You agree that any dispute regarding this engagement will, prior to resorting to litigation, be submitted to mediation upon written request by either party. Both parties agree to try in good faith to settle the dispute in mediation. The American Arbitration Association will administer any such mediation in accordance with its Commercial Mediation Rules. The results of the mediation proceeding shall be binding only if each of us agrees to be bound. We will share any costs of mediation proceedings equally.

We believe this letter accurately summarizes the significant terms of the engagement. If you have any questions, please let us know. If you agree with the terms of the engagement as described in this letter, please sign the enclosed copy and return it to us. We appreciate the confidence you have placed in us by retaining this firm as your independent auditor in this matter.

Sincerely,

McCall, Gibson & Company, PLLC

McCall, Gibson & Company, PLLC
Certified Public Accountants

This letter correctly sets forth the understanding of Harris County Improvement District No. 6.

Signature

Title

Date

Engagement Letter



Davis, Kinard & Co., P.C.
Certified Public Accountants

First Financial Bank Building
400 Pine Street, Suite 600
Abilene, Texas 79601-5138
Office (325) 672-4000
FAX (325) 672-7049
1-800-588-2525

July 23, 2008

To the Partners
McCall, Gibson & Company, PLLC

We have reviewed the system of quality control for the accounting and auditing practice of **McCall, Gibson & Company, PLLC** (the firm) in effect for the year ended January 31, 2008. A system of quality control encompasses the firm's organizational structure, the policies adopted and procedures established to provide it with reasonable assurance of conforming with professional standards. The elements of quality control are described in the Statements on Quality Control Standards issued by the American Institute of CPAs (AICPA). The firm is responsible for designing a system of quality control and complying with it to provide the firm reasonable assurance of conforming with professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance with its system of quality control based on our review.

Our review was conducted in accordance with standards established by the Peer Review Board of the AICPA. During our review, we read required representations from the firm, interviewed firm personnel and obtained an understanding of the nature of the firm's accounting and auditing practice, and the design of the firm's system of quality control sufficient to assess the risks implicit in its practice. Based on our assessments, we selected engagements and administrative files to test for conformity with professional standards and compliance with the firm's system of quality control. The engagements selected represented a reasonable cross-section of the firm's accounting and auditing practice with emphasis on higher-risk engagements. The engagements selected included, among others, engagements performed under *Government Auditing Standards*. Prior to concluding the review, we reassessed the adequacy of the scope of the peer review procedures and met with firm management to discuss the results of our review. We believe that the procedures we performed provide a reasonable basis for our opinion.

In performing our review, we obtained an understanding of the system of quality control for the firm's accounting and auditing practice. In addition, we tested compliance with the firm's quality control policies and procedures to the extent we considered appropriate. These tests covered the application of the firm's policies and procedures on selected engagements. Our review was based on selected tests; therefore it would not necessarily detect all weaknesses in the system of quality control or all instances of noncompliance with it. There are inherent limitations in the effectiveness of any system of quality control and therefore noncompliance with the system of quality control may occur and not be detected. Projection of any evaluation of a system of quality control to future periods is subject to the risk that the system of quality control may become inadequate because of changes in conditions, or because the degree of compliance with the policies or procedures may deteriorate.

In our opinion, the system of quality control for the accounting and auditing practice of **McCall, Gibson & Company, PLLC** in effect for the year ended January 31, 2008 has been designed to meet the requirements of the quality control standards for an accounting and auditing practice established by the AICPA and was complied with during the year then ended to provide the firm with reasonable assurance of conforming with professional standards.

As is customary in a system review, we have issued a letter under this date that sets forth comments that were not considered to be of sufficient significance to affect the opinion expressed in this report.

Davis, Kinard & Co, P.C.

DAVIS, KINARD & CO., P.C.



Davis, Kinard & Co., P.C.
Certified Public Accountants

First Financial Bank Building
400 Pine Street, Suite 600
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Office (325) 672-4000
FAX (325) 672-7049
1-800-588-2525

July 23, 2008

To the Partners
McCall, Gibson & Company, PLLC

We have reviewed the system of quality control for the accounting and auditing practice of **McCall, Gibson & Company, PLLC** (the firm) in effect for the year ended January 31, 2008, and have issued our report thereon dated July 23, 2008. That report should be read in conjunction with the comments in this letter, which were considered in determining our opinion. The matters described below were not considered to be of sufficient significance to affect the opinion expressed in that report.

Comment – The firm's policies and procedures require that the firm perform annual inspection procedures to enable the firm to assess conformity with all applicable professional standards and the firm's compliance with its quality control policies and procedures. During our review, we noted that firm performed only one inspection since the last peer review. If inspection procedures had been performed each year, departures from professional standards noted during our review may have been identified and corrected. A similar finding was noted in the firm's previous review.

Recommendation – The firm should comply with its quality control policies and procedures regarding inspection, and a designated member of the firm should monitor the firm's compliance with its monitoring policies and procedures by ensuring that inspections are performed on a regular basis.

Comment – The firm's quality control policies and procedures identify areas and specialized situations where consultation is appropriate. Our review disclosed instances where consultation with professional standards and the firm's practice aids should have taken place, but did not. As a result, we noted instances where audit reports of entities subject to *Government Auditing Standards* and engagement letters did not contain all of the elements required by professional standards. The missing elements from the reports were not deemed to be of such significance as to mislead the users. We also noted an instance of inadequate documentation of risk assessment at various levels and the related linkage to planned audit procedures. Based on our review, we were able to satisfy ourselves that the firm's procedures were linked to their risk assessment, but documentation of this was lacking. A similar finding was noted in the firm's previous review.

Recommendation – Firm personnel should consult professional literature or third party practice aids to ensure that all required elements of auditor's reports and communications with clients are included. The firm should also utilize its third party practice aids to assist them in documenting the linkage of risk assessment at various levels to planned audit procedures. This matter should also be emphasized as a part of the firm's monitoring procedures.

Davis, Kinard & Co., P.C.

DAVIS, KINARD & CO., P.C.

McCALL, GIBSON & COMPANY, PLLC
Certified Public Accountants

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Fax: (512) 340-0604

November 3, 2008

Peer Review Program
Texas Society of CPAs
14651 Dallas Parkway, Suite 700
Dallas, TX 75254-7408

Ladies and Gentlemen:

This letter represents our firm's response to the letter of comments issued in connection with our system peer review for the year ended January 31, 2008. The matters discussed in this letter will be monitored to ensure they are effectively implemented as a part of our system of quality control.

Monitoring – The firm will comply with its quality control policies and procedures regarding inspection. A designated partner of the firm will monitor the firm's compliance with its monitoring policies and procedures by ensuring that inspections are performed each year.

Consultation – The firm will consult professional literature or third party practice aids to ensure that all required elements of auditor's reports and communications with clients are included. The firm is already in the process of utilizing third party practice aids to assist us in linking audit risk assessments to planned audit procedures. The firm will also emphasize the importance of consulting third party practice aids to professional personnel during a firm-wide meeting scheduled in August 2008.

We believe these actions are responsive to the findings of the review.

Sincerely,

McCall, Gibson & Company, PLLC

McCall, Gibson & Company, PLLC

January 20, 2009

Michael M McCall, CPA
McCall, Gibson & Company, PLLC
13831 NW Frwy Suite 610
Houston, TX 77040

JAN 26 2009

Dear Mr. McCall:

On January 19, 2009 the Texas Society of CPAs 2008-09 Peer Review Committee accepted the report on the most recent system peer review of your firm and your firm's response thereto.

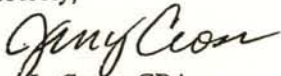
The Committee accepted the aforementioned documents with the understanding that the firm will:

- Ensure that all professional staff in your firm who work on auditing and accounting engagements participate in at least 8 hours of continuing professional education in Audit Update, including documentation issues by July 31, 2009. Please send a letter to the Committee detailing the courses taken by each individual, along with proof of attendance at the courses.
- Submit a copy of its next monitoring report and documentation to an outside party for review by no later than May 31, 2009. The monitoring report should describe the scope of the monitoring procedures, the findings, and the corrective actions taken or to be taken on the findings noted. The outside party should report on the results of the review to the Committee within 45 days of receiving the monitoring report from your firm. This review will be performed at your firm's expense.

Your firm's agreement to take this action voluntarily demonstrates its commitment to the objectives of the profession's practice-monitoring programs. Please acknowledge that agreement by returning a signed copy of this letter to us at the address noted on this letterhead.

If you have any questions about the above action(s), please feel free to call the Texas Society of CPAs staff at 800/428-0272.

Sincerely,



Jerry L. Cross, CPA
Director, Peer Review

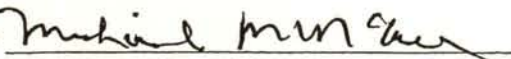
cc: Lucretia D Terrell, CPA

Firm Number: 1079674

Review Number: 263884

Acknowledged for the Firm:

Signature:



Date:

1/26/09

TEXAS STATE BOARD OF PUBLIC ACCOUNTANCY



THE INDIVIDUAL OR FIRM OFFICE IDENTIFIED BELOW IS LICENSED TO PRACTICE
PUBLIC ACCOUNTANCY IN TEXAS.

IDENTIFICATION NO.	EXPIRES ON	FORM NO.
C04426-001 (V08414)	4/30/2009	08043235

MCCALL, GIBSON & COMPANY, PLLC
OFFICE
13831 NORTHWEST FWY STE 610
HOUSTON TX 77040-5216

TEXAS STATE BOARD OF PUBLIC ACCOUNTANCY



THE INDIVIDUAL OR FIRM OFFICE IDENTIFIED BELOW IS LICENSED TO PRACTICE
PUBLIC ACCOUNTANCY IN TEXAS.

IDENTIFICATION NO.	EXPIRES ON	FORM NO.
C04426-002 (W06524)	4/30/2009	09004114

MCCALL, GIBSON & COMPANY, PLLC
OFFICE
7801 N CAPITOL OF TEXAS HWY #350
AUSTIN TX 78731

REFERENCES

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Mr. Harvey Reiter, President
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(713) 882-0493 (cell)

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 and consider recommendations from the Security and Public Safety Committee report with regard to the following:
 - a. Receive Public Safety Patrol report of the month of February

MEMORANDUM

TO: East Montrose Management District Board of Directors
FROM: David Hawes
DATE: March 18, 2009
SUBJECT: Public Safety and Security Committee

The Montrose Management District Public Safety and Security Committee held a meeting on Friday, March 9th, 2009, at 5:30 PM in the Houston Police Department Neartown Storefront, 802 Westheimer, Houston TX 77006.

Montrose Management District Board members present was Brad Nagar and Claude Wynn

Committee Members present was Brad Nagar and Claude Wynn

Neartown Storefront Officer present was Wayne Pate

Staff member present was Josh Hawes

Member of the community present was Julie Young

The Committee was called to order at 5:30 PM and was adjourned at 6:00 PM.

THE COMMITTEE CONSIDERED THE FOLLOWING:

1. Reviewed the January Patrol Report and discussed the schedule of the day patrols.

COMMITTEE RECOMMENDATIONS:

1. No actions recommended.

East Montrose Patrol

February 2009

J. Ornelas 2-1-09 2315-0415hrs.

2320hrs: Several locations were checked in the 2300 block of Montrose.

2345hrs: A citation for littering was issued to a female in the 1500 block of Montrose.

0111hrs: Several businesses were checked in the 1000 block of Montrose.

0200hrs: While on patrol the officer working observed a suspicious male at Fairview and Stanford. The male was checked and escorted out of the area.

0230hrs: While on patrol the officer working observed several suspicious males in the 2500 block of Montrose. The males were checked and escorted off the property.

0400hrs: While on patrol the officer working observed a suspicious male on Hyde Park. The male was checked and escorted out of the neighborhood.

V. Beserra 2-5-09 2200-0300

2255hrs: While on patrol the officer working observed a suspicious male in the 200 block of Avondale. The male was arrested on outstanding warrants.

2335hrs: several locations in the 200 block of Westheimer were checked.

0000hrs: While on patrol the officer working assisted an on-duty unit in the 1000 block of Westheimer. The male was arrested for possession of marijuana.

0050hrs: Several locations were checked in the 300 block of W. Gray.

0130hrs: While on patrol the officer working observed a person sleeping the 2000 block of Stanford. The male was escorted out of the area.

0200hrs: While on patrol the officer working observed a suspicious male in the 700 block of Hyde Park. The male was found to be in possession of a crack pipe and was arrested.

V. Beserra 2-6-09 2200-0300hrs

2205hrs: While on patrol the officer working observed a disturbance in the 2400 block of Montrose. The disturbance was settled and the people were asked to leave the area.

2240hrs: While on patrol the officer working observed a suspicious vehicle in the 1200 block of Columbus. The occupants were checked and released.

2340hrs: Several prostitutes were located in the 100 block of Stratford. The males were checked and released.

2358hrs: Checked several locations in the 4300 block of Montrose.

0114hrs: Checked several areas in the 200 block of Westheimer.

0200hrs: While on patrol the officer working observed a suspicious female in the 100 block of Clay. The female was checked and escorted out of the area.

D. Molina 2-7-09 2200-0300

2200hrs: Checked several locations in the 800 block of Westheimer.

2220hrs: Checked several locations in the 2200 block of W. Dallas.

2230hrs: Checked several locations in the 4300 block of Stanford.

2300hrs: While on patrol the officer working observed several suspicious males in the 1000 block of Montrose. The males were checked and escorted out of the area.

0000hrs: Several locations were checked on Hyde Park.

0150hrs: While on patrol the officer working observed several suspicious males in the 2200 block of W. Dallas. The males were checked and escorted out of the area.

D. Molina 2-8-09 2300-0400hrs

2300hrs: Checked several locations in the 2200 block of W. Dallas.

2310hrs: While on patrol the officer working observed a suspicious vehicle at Sul Ross. The occupants were checked and released.

0027hrs: Checked several locations in the 3300 block of Montrose.

0210hrs: While on patrol the officer working observed a suspicious male in the 200 block of Avondale. The male was checked and escorted out of the area.

0300hrs: Checked several locations at W. Alabama and Montrose.

V. Beserra 2-12-09 2200-0300hrs

2215hrs: Checked locations in the 200 block of Avondale. No activity found.

2244hrs: While on patrol the officer working checked by with an on-duty unit in the 2400 block of Brazos in regards to an armed male. The officers were unable to locate the male.

0230hrs: While on patrol the officer working observed several illegally parked vehicles in the 2200 block of W. Dallas. The officer issued citations.

0240hrs: While on patrol the officer working observed a suspicious male in the 900 block of W. Clay. The male was checked and escorted out of the area.

V. Beserra 2-13-09 2200-0300hrs

2223hrs: Checked several locations in the 2300 block of Montrose.

2240hrs: While on patrol the officer working observed several prostitutes in the 200 block of Stratford. The males were checked and released.

0005hrs: Checked locations in the 2000 block of Montrose.

0035hrs: While on patrol the officer working observed a suspicious male in the 2900 block of Helena. The male was checked and escorted out of the area.

0130hrs: While on patrol the officer working observed a major accident on Waugh. The scene was handled by an on-duty unit.

D. Molina 2-14-09 2300-0400hrs

2300hrs: Checked location in the 2200 block of W. Dallas.

0011hrs: Checked several locations in the 1000 block of Montrose.

0100hrs: Checked several locations in the 900 block of W. Dallas.

0134hrs: While on patrol the officer working observed a suspicious male in the 200 block of Avondale. The male was checked and escorted out of the area.

0138hrs: While on patrol the officer working observed a suspicious male in the 2900 block of Mason. The male was checked and released.

V. Beserra 2-19-09 2200-0300hrs

2210hrs: Checked several locations in the 200 block of Westheimer.

2300hrs: While on patrol the officer working observed several males trespassing in the 3300 block of Montrose. The males were given warnings and escorted out of the area.

2335hrs: While on patrol the officer working observed a suspicious vehicle in the 2200 block of Montrose. The occupants were checked and escorted out of the area.

2355hrs: While on patrol the officer working observed an illegally parked vehicle in the 3000 block of Taum. A citation was issued.

0220hrs: While on patrol the officer working observed several suspicious males in the 900 block of Hyde Park. The males were escorted out of the area.

V. Beserra 2-20-09 2200-0300hrs

2239hrs: Checked several locations in the 2300 block of Montrose.

2359hrs: Checked several locations in the 200 block of Montrose.

0021hrs: Checked locations in the 300 block of W. Gray.

0033hrs: While on patrol the officer working on-viewed a disturbance in the 3100 block of Helena. The disturbance was settled and the parties were escorted out of the area.

0045hrs: While on patrol the officer working observed a suspicious vehicle in the 900 block of Richmond. The occupants were checked and escorted out of the neighborhood.

0200hrs: While on patrol the officer working observed a suspicious vehicle in the 200 block of Drew. The driver was checked and escorted out of the area.

J. Ornelas 2-22-09 2200-300hrs

2200hrs: Checked several locations in the 3300 block of Montrose.

2300hrs: Checked several locations in the area of Montrose and Lovett

2335hrs: While on patrol the officer working observed a suspicious male in the 1000 block of W. Alabama. The male was checked and escorted out of the area.

0100hrs: Checked several locations in the 1000 block of Montrose.

0200hrs: While on patrol the officer working observed two suspicious males in the 2500 block of Montrose. The males were checked and released.

V. Beserra 2-26-09 2200-0300

2224hrs: Checked several locations in the 4400 block of Montrose.

2233hrs: Checked several locations in the 3800 block of Montrose.

2330hrs: While on patrol the officer working observed several males trespassing in the 2300 block of Montrose. The males were given warnings and escorted off the property.

0140hrs: While on patrol the officer working observed a suspicious male in the 800 block of Fairview. The male was checked for warrants and escorted out of the area.

0230hrs: Checked locations in the 200 block of Taum.

V. Beserra 2-27-09 2200-0300hrs

2217hrs: Checked locations in the 3300 block of Stanford.

2250hrs: Checked locations in the 4300 block of Montrose.

2345hrs: While on patrol the officer working observed a suspicious male in the 3000 block of Helena. The male was checked for warrants and released.

2355hrs: While on patrol the officer working observed a suspicious male on Stratford. The male was escorted out of the area.

0030hrs: While on patrol the officer working observed a disturbance on Tuam. The disturbance was settled and the parties were escorted out of the area.

0200hrs: Checked locations in the 2200 block of W. Dallas.

D. Molina 2-28-09 2300-0400hrs

2325hrs: Checked locations in the 2200 block of W. Dallas.

2237hrs: While on patrol the officer working observed a disturbance at Peden and Stanford. The disturbance was broken up and the males escorted out of the area.

2250hrs: While on patrol the officer working observed a suspicious male in the 200 block of Avondale. The male was checked and escorted out of the area.

0024hrs: Checked locations in the 1000 block of Montrose.

0117hrs: Checked locations at W. Alabama and Montrose.

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 Visual Improvements and Cultural Promotion Committee with regard to the following:
 - a. Consider esplanade maintenance along Yoakum

MEMORANDUM

TO: East Montrose Management District Board of Directors
FROM: David Hawes
DATE: March 18, 2009
SUBJECT: Improvements and Cultural Promotions Committee

The Montrose Management District Visual Improvements and Cultural Promotions Committee held a meeting on Wednesday, March 11th, 2009, at 10:00 AM in the Houston Police Department Neartown Storefront, 802 Westheimer, Houston TX 77006.

Montrose Management District Board members present were Tom Fricke and Claude Wynn.

Committee Members present were Tom Fricke and Claude Wynn.

Neartown Storefront Officer present was Wayne Pate

Staff member present was Josh Hawes

The Committee was called to order at 10:03 AM and was adjourned at 10:27 AM.

THE COMMITTEE CONSIDERED THE FOLLOWING:

1. Discussed the RFP process concerning esplanade maintenance along Montrose.
2. Discussed esplanade maintenance along Yoakum between Richmond and US Hwy 59.

COMMITTEE RECOMMENDATIONS:

1. The committee recommends that the Board proceeds with a new RFP process.
2. The committee recommends that the Board begins an Esplanade Ambassador Program with area Business owners for the purpose of esplanade maintenance.
3. The committee also recommends that the Board includes the Yoakum esplanades between Richmond and US Hwy 59 in the revised RFP process.

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

9. Approve resolution in support of HB751

RESOLUTION IN SUPPORT OF HOUSE BILL NO. 751

WHEREAS, Harris County Improvement District #6 (the "District"), is a municipal management district and political subdivision of the State of Texas, created by special act of the Texas Legislature; and

WHEREAS, the District was created to, among other things, promote, develop, encourage, and maintain recreation in the area of the District, and has established programs to fulfill such purpose; and

WHEREAS, the Texas State Legislature is considering House Bill No. 751, which proposes to amend Section 75.0021 of the Civil Practice and Remedies Code, relating to the liability of a public utility that allows recreational use of land that it owns, occupies, or leases; and

WHEREAS, the District has determined that the passage of House Bill No. 751 will benefit the District and its assessment payers; and

WHEREAS, the District desires to express its support of House Bill No. 751;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of Harris County Improvement District #6 supports the passage of House Bill No. 751, which proposes to amend Section 75.0021 of the Civil Practice and Remedies Code, relating to the liability of a public utility that allows recreational use of land that it owns, occupies, or leases.

PASSED AND APPROVED on the ____ day of _____, 2009.

ATTEST:

Chair, Board of Directors

Secretary, Board of Directors

(SEAL)

LEGISLATIVE BUDGET BOARD
Austin, Texas

FISCAL NOTE, 81ST LEGISLATIVE REGULAR SESSION

March 4, 2009

TO: Honorable Burt R. Solomons, Chair, House Committee on State Affairs

FROM: John S. O'Brien, Director, Legislative Budget Board

IN RE: **HB751** by Callegari (Relating to the liability of a public utility that allows recreational use of land that the public utility owns, occupies, or leases.), **As Introduced**

No fiscal implication to the State is anticipated.

The bill would amend the Civil Practice and Remedies Code to provide immunity from liability to certain public utilities that, as the owner, occupant, or lessee of land, gives permission to a person to enter the premises for recreation. The public utility would be required to post a sign warning that the utility is immune from liability for damages arising from the use of the property for recreational purposes. The bill would affect certain river authorities and counties.

Provisions of the bill would apply only to a cause of action that accrues on or after the effective date of the bill. The bill would take effect immediately if it were to receive the required two-thirds vote in each house of the legislature; otherwise, it would take effect September 1, 2009.

Local Government Impact

Protection from liability could provide an unknown but possibly significant savings in the event damages were to occur for which the utility would otherwise be liable for the costs to mitigate those damages.

Source Agencies:

LBB Staff: JOB, KJG, DB

By: Callegari

H.B. No. 751

A BILL TO BE ENTITLED

AN ACT

relating to the liability of a public utility that allows recreational use of land that the public utility owns, occupies, or leases.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF TEXAS:

SECTION 1. Chapter 75, Civil Practice and Remedies Code, is amended by adding Section 75.0021 to read as follows:

Sec. 75.0021. IMMUNITY FROM LIABILITY OF A PUBLIC UTILITY.

(a) In this section:

(1) "Person" includes an individual as defined by Section 71.001.

(2) "Public utility" means:

(A) an electric utility as defined by Section 31.002, Utilities Code;

(B) a telecommunications provider as defined by Section 51.002, Utilities Code;

(C) a cable service provider or video service provider as defined by Section 66.002, Utilities Code;

(D) a gas utility as defined by Section 101.003 or 121.001, Utilities Code; or

(E) a water and sewer utility as defined by Section 13.002, Water Code.

(b) A public utility that, as the owner, occupant, or lessee of land, gives permission to a person to enter the premises for

1 recreation does not, by giving that permission:

2 (1) ensure that the premises are safe for recreation;
3 or

4 (2) assume responsibility or incur liability for any
5 bodily or other personal injury to, death of, or damage to the
6 property of, a person who enters the premises for recreation or
7 accompanies another person entering the premises for recreation,
8 including injury, death, or other damage arising from:

9 (A) an act of a third party that occurs on the
10 premises, regardless of whether the act is intentional; or

11 (B) contact of a person or property with power
12 lines or exposure of a person or property to electromagnetic
13 fields.

14 (c) A public utility that, as the owner, occupant, or
15 lessee of land, allows the use of the premises for recreation shall
16 post and maintain a clearly readable sign in a clearly visible
17 location on or near the premises. The sign must contain the
18 following warning language:

19 UNDER TEXAS LAW (CHAPTER 75, CIVIL PRACTICE AND REMEDIES
20 CODE) A PUBLIC UTILITY IS IMMUNE FROM LIABILITY FOR DAMAGES ARISING
21 FROM THE USE OF THIS PROPERTY FOR RECREATIONAL PURPOSES.

22 SECTION 2. This Act applies only to a cause of action that
23 accrues on or after the effective date of this Act. A cause of
24 action that accrues before the effective date of this Act is
25 governed by the law in effect immediately before that date, and that
26 law is continued in effect for that purpose.

27 SECTION 3. This Act takes effect immediately if it receives

H.B. No. 751

1 a vote of two-thirds of all the members elected to each house, as
2 provided by Section 39, Article III, Texas Constitution. If this
3 Act does not receive the vote necessary for immediate effect, this
4 Act takes effect September 1, 2009.

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

10. Receive report and consider recommendations from the Business and Economic Development Committee with regard to the following:
 - a. Consider contract with St. Thomas University for the purpose of District branding

MEMORANDUM

TO: East Montrose Management District Board of Directors
FROM: David Hawes
DATE: March 18, 2009
SUBJECT: Business Development Committee

The Montrose Management District Business Development Committee held a meeting on Wednesday, March 11th, 2009, at 10:30 AM in the Houston Police Department Neartown Storefront, 802 Westheimer, Houston TX 77006.

Montrose Management District Board members present were Tom Fricke, Claude Wynn and Tammy Manning.

Committee Members present were Tom Fricke, Claude Wynn and Tammy Manning.

Neartown Storefront Officer present was Wayne Pate

Staff members present was Josh Hawes and Gretchen Larson.

The Committee was called to order at 10:33 AM and was adjourned at 10:57 AM.

THE COMMITTEE CONSIDERED THE FOLLOWING:

1. Discussed and considered the contract with St. Thomas University for the purpose of district branding.
2. Discussed and considered membership with the Intown Chamber of Commerce.

COMMITTEE RECOMMENDATIONS:

1. The committee recommends that the Board approves the contract with St. Thomas University for the purpose of District Branding.
2. The committee recommends that the Board approves becoming members of the Intown Chamber of Commerce.

Services Agreement (DRAFT)

East Montrose Management District and University of St. Thomas

Project title: East Montrose Management District Image Study

Project description

The goal of this project is to assess the attributes constituting the image of the East Montrose Management District as it is perceived by business owners located in the covered area. The methodology is based on the current marketing literature, which assesses the extent to which various participants to the business environment view the East Montrose Management District (EMMD) as distinct from other similar organizations. The study will identify what attributes make the District distinct and how can such attributes be used to develop a branding strategy for the EMMD. The project consists of two components: (1) a survey of business owners located in the geographical area covered by the EMMD, and (2) a branding contest with the goal of choosing the best logo for the EMMD.

- (1) The survey will be conducted by Dr. Cristian Morosan on behalf of the Cameron School of Business at the University of St. Thomas. The questionnaire, sampling plan, and surveying methodologies are designed to capture best the image attributes of the organization. During the survey design phase, the faculty and staff of the UST involved in the project will be in permanent contact with the EMMD staff and board members to facilitate input and thus, best serve the interests of the EMMD. The survey will be developed and posted online using the surveymethods.com survey environment. The survey link will be provided to EMMD and an invitation email (and two reminders) will be sent to all potential participants by EMMD. Upon completion of data collection, the data file will be handled to EMMD.
- (2) The branding contest will be open to everyone who resides within the District as well as the students of the University of St. Thomas (UST). The contest will be advertised to the students of the UST via the University channels. The contest for non-student participants will be advertised via a press release and the District website. A committee formed of 2 EMMD Committee members, Dr. Cristian Morosan (and possibly other UST faculty member), and possibly a local professional graphic artist will oversee this contest and will make a recommendation to the EMMD Board of Directors. The final decision on who the brand logo winner is rests with the EMMD Board of Directors.

Project execution

Project budget

Type	Item	Total cost
Image Survey	Survey design (estimated)	\$350.00
	Data entry and cleanup	\$50.00
Logo Contest	Supervision/judging	\$50.00
	Prizes (5 prizes at \$100, plus additional \$250 for winner)	\$750.00
Totals	Total direct costs	\$1,000.00
	Total indirect costs (University of St. Thomas)	\$250.00
	TOTAL COSTS	\$1,450.00

Tentative project timeline*: 1. Image Survey

Phase	Activity	Start date	Completion date
Study design	Survey design	Mar 23, 2009	Apr 3, 2009
	Survey testing and piloting	Apr 6, 2009	Apr 10, 2009
Data collection	Invitation to participate sent out	Apr 13, 2009	Apr 13, 2009
	First reminder	Apr 27, 2009	Apr 27, 2009
	Second reminder	May 4, 2009	May 4, 2009
Data analysis	Data entry and cleanup (Excel)	May 25, 2009	May 31, 2009

Project timeline: 2. Logo Contest

Phase	Activity	Start date	Completion date
Contest	Advertise	Mar 23, 2009	Apr 17, 2009
	Receive and judge entries	Apr 20, 2009	Apr 25, 2009
Results	Selection and awards	Apr 27, 2009	May 20, 2009

Budget details

The senior staff cost was estimated based on approximately 12 hours of work for survey design, testing, and data entry/cleanup according to the University of St. Thomas's policies.

Date: March 23, 2009

Signatures

University of St. Thomas

Dr. Bahman Mirshab
Dean, Cameron School of Business

East Montrose Management District

David Hawes
Executive Director

Dr. Cristian Morosan
Assistant Professor
Cameron School of Business

* Due to unforeseen factors beyond the control of the research team (UST) or EMMD, the project dates listed above might change. UST and EMMD will agree upon the new times if necessary.

NEWS RELEASE

East Montrose Management District, P.O. Box 22167, Houston, TX 77227-2167
Contact: Josh Hawes, Director of Community Services, 713-724-3862

March 20, 2009

FOR IMMEDIATE RELEASE

Art Contest Announced by East Montrose Management District; Cash Prizes to Winners

The East Montrose Management District announces an art design contest open to all persons whom live within the Management District and the students who attend St. Thomas University who is assisting staff with oversight of the project. The objective of the contest is to create a multi-color, graphic design or logo for the East Montrose Management District which reflects the heritage, history, and culture of the area.

Created by the Texas Legislature in 2005, the District covers 630 acres, generally bounded by W. Dallas, Spur 527, Graustark and Montrose Blvd. The District is entirely within the City of Houston and Harris County.

The District saw its first development in 1911, led by J.W. Link, an executive of the Houston Land Corporation. Links Montrose home is now used as an administration building for St. Thomas University, a private, catholic institution of higher learning. The Montrose of today is a mix of original, early-20th structures, renovated buildings and completely new construction. Development over the years has maintained, if not added to, the community's distinctive personality. Walking tours are popular in Montrose, because the area offers such an interesting selection of architecture. Sites to see include Courtlandt Place Historic District, where six privately owned homes are designated as national historic places. The Houston Museum District is also a destination of choice, containing over 15 different museums and galleries. Antiques and unique wares can be found in the various retail pockets of Montrose. These are complemented by the West Gray/River Oaks shopping areas, which feature grocery stores, movie houses, entertainment venues, plus mainstream and independent retailers. The River Oaks Shopping Center has two special designations as well, it is on the register of national historic places and it is Texas oldest shopping center.

A complete copy of the contest rules is available at the District website, www.MontroseDistrict.org.

The 5 finalists of the contest as determined by 5-person professional panel will each receive a \$100 cash prize. Additionally, all entries submitted in accordance with the contest rules will receive a personalized contest certificate bearing the official Montrose District logo.

A summary of the contest rules are:

- Each entry must have the designer's name, home address, and home phone number.
- The artistic concept/rendering must relate to, but is NOT limited by, the District's name and/or the District's history and/or its previous or current land use.
- The design must contain ONLY the words "**Montrose District**" and "**Established 2005.**" No other words can be used in or around the design.
- Designs must be received no later than close of business on **Friday, April 17, 2009** to the East Montrose Management District, P.O. Box 22167, Houston, TX 77227-2167, ATTN: **Logo Contest**. All entries become the property of the East Montrose Management District and none will be returned. All decisions to use any or all parts of any submitted design(s) is at the final discretion of the Management District. The final design used as the official logo of the East Montrose Management District may or may not be taken in whole or in part from the designs submitted for this contest.

CONTEST QUESTIONS: Contact Josh Hawes, Director of Community Services, East Montrose Management District at 713-724-3862 or E-Mail: JHawes@hhcllp.com

Create a Design and Win \$100

If you are one of five (5) finalists who creates a multi-color, graphic design/logo for the East Montrose Management District

You Will Win \$100 and, if you're ultimately chosen as the Grand Prize Winner, you will win an additional \$250!

Use your creative talents and win a cash prize

- The logo design must reflect the heritage, history, culture, and location of the District.
- Open to all persons who live in the District.
- Each entry must have the designer's name, home address, and home phone number.

Complete Contest Rules – at the Freed-Montrose Library, via email Jhawes@HHCLLP.com or on-line at www.MontroseDistrict.org

Deadline for submissions is April 17, 2009

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

10. Receive report and consider recommendations from the Business and Economic Development Committee with regard to the following:
 - b. Consider Intown Chamber of Commerce membership



HOUSTON INTOWN CHAMBER

WHAT'S IN IT FOR YOU!

An Investment in the Future of Your Business

Tax Deductions - Chamber Membership is considered to be a necessary business expense.

Recognition - As a business that is here to stay. Show that you are interested in the long-term success of your business and this community.

Services for New Members

Ribbon Cutting Ceremonies - For new businesses or new branch locations in the region.

New Member Orientation - A networking opportunity designed to inform new members of how to take advantage of the Chamber benefit package.

IntownBusiness listing - New member's company name, contact and address is listed in the Chamber's bi-monthly newsletter.

Outstanding Bottom Line Benefits

Membership Sticker - Display it proudly so that all who visit your establishment will know that you are a quality business and that you have made an investment in our community to insure that Houston remains a great place to work, live and visit.

Mailing Labels - Available to members at a discounted price. Target your company's mailings to any specific group of professionals by using the best list available.

Free Referral System - The Chamber office working daily to get the name of your business out to the public.

World Wide Web Exposure - Thanks to www.houston-intown.com, Chamber members now have an increased exposure for their business through the Internet. All members are listed under a category for their type of business with a free hot link. (ex. automobile repair, plumbing supplies, banking, etc.) **COMING SOON**

Publications / Marketing

Business Directory - Gain recognition and exposure by being listed in this directory. Members are listed alphabetically, by the contact(s) and in their business category.

IntownBusiness - Let us feature your professional accomplishments in the On the Move section of the Chamber's monthly newsletter. Premium advertising space is also available. Publication is emailed bi-monthly to over 1,600 business professionals.

ENews - The Chamber's ENews publication will spotlight upcoming Chamber events and the latest information about the organization.

Public Policy Agenda - The Chamber is the voice of business to government. Each year a new Agenda is prepared as to represent the business community to State and Federal officials.

Area Maps - A new area road map is produced every other year to capture the latest and most up to date cartography available.

Internet Marketing Opportunities - In addition to a basic listing, Chamber members can purchase enhanced internet advertising packages.

Strong Business Advocacy

Legislative Trips - Each year the Chamber charters a bus for members to visit one-on-one with legislative officials in Austin. These visits play an important part in building relations with state and federal officials.

GovNet - A legislative call to action and information vehicle utilizing email and broadcast faxes. Service is used to inform members of late breaking legislative information and for survey purposes. This is a free benefit to members.

Politics in the Park - Houston's premier bipartisan legislative event. Take this opportunity to meet face-to-face with local, state and federal elected and appointed representatives in a casual setting over a barbeque and beverage. A straw poll ballot is also a part of the evening's fun.

Leadership and Education Programs

Regional Leadership Luncheon Series - Quarterly speaker luncheons designed to bring proven community and/or business leaders to speak to the membership.

Educational Seminars - Speakers cover a wide range of topics from taxes, to marketing, from human resource to exploring new markets in international trade.

Networking Opportunities

Business & Breakfast - A great networking opportunity hosted by members, held each month to meet other business professionals before the day gets started.

Business After Hours - A dynamic networking opportunity in a low pressure, professional setting each month to establish new business contacts. Chamber Members tend to do business with and promote fellow Chamber Members. If they don't know you they can't promote your business. Members are welcomed to host either the Business & Breakfast and/or the Business After Hours.

Fast Forward - Young Professionals Group - The Chamber's Fast Forward - Young Professionals Group is a meaningful networking organization of dedicated, talented young professionals within the membership of the Houston Intown Chamber ranging in age from 21-40.

Power Networking Luncheons - This is an exciting program where everyone gets to know each other and each participant gets to give a presentation about their company.

Regional Golf Classic - One of the region's largest and sought after golf tournaments. Prizes include closest to the pin, longest drive and are awarded in 3 flights.

Roundtables - Targeted meetings for members that are involved in specific professions; Non-Profit and Plant Managers.

Ambassadors - Emphasize personal contact with members and encourage participation in Chamber events. Attend ribbon cuttings, ground breaking ceremonies, and grand openings. Act as mentors to new member businesses.

Committees and Task Forces - Get involved! As a member, you have a choice in serving as a volunteer on numerous high impact, Committees and Task Forces that meet for specific, targeted purposes. These groups will give volunteers an excellent opportunity to work side-by-side with prospective clients while accomplishing an objective of the organization.

Community Programs

Women in the Driver's Seat - The Chamber will celebrate its 5th year in hosting this special program designed to highlight the power and influence our local realtors have on the greater Houston market. Since its inception, this program has raised nearly \$30,000 for the Houston Community College Scholarship Fund.

The Houston Medical Appreciation Symposium - Brings community and business leaders together as a means to recognize the economic importance of Houston's medical community. Speakers, exhibitions, and tours will be only a few of the highlights recognized during this day long program.



HOUSTON INTOWN CHAMBER

For more information, contact the highly trained and professional staff at the Chamber of Commerce Headquarters by phoning 713.524.1739 or email at chamberinfo@houstonintownchamber.com

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

11. Receive recommendations from the Transportation Committee with regard to the following:
 - a. Approve contract with Walter P. Moore for mobility inventory

MEMORANDUM

TO: East Montrose Management District Board of Directors
FROM: David Hawes
DATE: March 18, 2009
SUBJECT: Transportation Committee

The Montrose Management District Transportation Committee held a meeting on Monday, March 9th, 2008, at 5:00 PM in the Houston Police Department Neartown Storefront, 802 Westheimer, Houston TX 77006.

Montrose Management District Board members present were Claude Wynn and Brad Nagar.

Committee Members present were Claude Wynn and Brad Nagar.

Neartown Storefront Officer present was Wayne Pate

Staff member present was Josh Hawes

The Committee was called to order at 5:00 PM and was adjourned at 5:22 PM.

THE COMMITTEE CONSIDERED THE FOLLOWING:

1. Reviewed and discussed the revised proposal from Walter P Moore for the purpose of the Mobility Inventory.

COMMITTEE RECOMMENDATIONS:

1. The committee recommends that the Board approves the revised scope of services and contract with Walter P. Moore for a mobility survey with the inclusion of a fee schedule.

WALTER P MOORE

March 5, 2009

Mr. Josh Hawes
Director of Services
East Montrose Management District
P.O. Box 22167
Houston, Texas 77227-2167

Re: **Proposal for Traffic Engineering Services**
 Comprehensive District Wide Mobility Study – Phase 1
 Walter P Moore Proposal No. P09-0214

Dear Mr. Hawes:

We are pleased to submit this proposal to provide traffic engineering consulting services for the first phase of a comprehensive district wide mobility study in the East Montrose Management District in Houston, Texas. This proposal is intended to address what we believe are the highest priorities among the tasks submitted in our February 6, 2009 proposal. This agreement is presented to establish the basis for commencement of our portion of the Work. Our understanding of the scope of the project is as follows.

Scope of Project

The East Montrose Management District has been established to achieve numerous objectives, many of which are mobility-related. The high-level goals of the mobility study include the following:

- Improve safety
- Reduce spillover parking from businesses into residential neighborhoods
- Make the streets of the District more conducive to walking
- Make the District a place where existing businesses can succeed
- Make the District an attractive to new businesses
- Maintain the character of the District

It is our understanding that the District wants Walter P Moore to conduct the first phase of a comprehensive district wide mobility study including an inventory of existing conditions and preparing reports summarizing improvements that are necessary to help the District reach its mobility goals.

Scope of Services

We propose that our scope of Basic Services include the services described in the attached Schedule "C4C."

We understand that you will provide overall project management for the Project. We will participate in a cooperative effort to assure that our portion of the Project is coordinated with work by others.

Fee

We propose to provide the indicated Comprehensive District Wide Mobility Study – Phase 1 on a time and expense basis in accordance with the terms and conditions as set forth in the attached Schedule "A2". The proposed maximum fee for this work is **\$45,000** plus miscellaneous reimbursable expenses, such as delivery, local mileage, and printing fees. We estimate that the reimbursables for this project will be approximately \$2500.

The proposed fee is broken down as follows:

<u>Task</u>	<u>Estimated Maximum Fee</u>
Parking Evaluation	\$ 15,000
Pavement Evaluation	\$ 8,500
Safety Study	\$ 7,500
Sidewalk and Crosswalk Evaluation	\$ 10,000
Review of Cut-Through Traffic	\$ 4,000
TOTAL	\$45,000
<i>Reimbursable Expenses</i>	<i>\$ 2,500</i>

Client Supplied Information

In order for us to proceed with the work toward accomplishment of the project schedule, we will need the following information from the Client that we understand will be provided to us prior to commencement:

1. The attached copy of this agreement, executed

We understand that you will furnish us in a timely manner with full information regarding special conditions or criteria for the Project or special services needed, and also make available to us all other pertinent existing data of which you are aware.

Additional Services

Specifically excluded services include design of roadways, intersections, and traffic control devices; structural design, surface and garage parking layouts and functional design, traffic signal warrant studies, traffic impact studies, traffic control plans, demolition services, and construction phase services. The services are excluded because the scope is still undefined, the work is not anticipated to be required, or the work is to be provided by others. If it becomes necessary for Walter P Moore to provide any of these or other services beyond the scope of our Basic Services and said services are authorized by the Client, they will be performed for an additional fee on a time and expense basis in accordance with the terms and conditions of the attached Schedule "A2" or upon a fee basis established at such time as the scope of work is defined.

Project Schedule

We will strive toward the achievement of any project schedule that may be determined appropriate for the Project. Our fees are based on the Project being executed in a timely manner without significant delays. We are prepared to begin our work immediately after receipt of an executed copy of this agreement.

Mr. Josh Hawes
East Montrose Management District
March 5, 2009
Page 3

This letter agreement and the attached Schedules "A2" and "C4C" represent the entire understanding between us with respect to the Project and may only be modified in writing, signed by both of us. If it satisfactorily sets forth your understanding of our agreement, we would appreciate your signing one of the enclosed copies of this letter agreement in the space provided and returning it to us.

We very much appreciate the opportunity to provide these services to you and look forward to working with you on this important project.

Yours very truly,

WALTER P. MOORE AND ASSOCIATES, INC.



Randolph V. Schulze, P.E., PTOE
Principal

Accepted this _____ day of _____, 2009.

Company: _____

By: _____

Title: _____

Attachments: Schedules "A2" and "C4C"

SCHEDULE "C4C"

Scope of Basic Services

Comprehensive District Wide Mobility Study – Phase 1

For Phase 1 of the Mobility Study, the tasks to be conducted by the TRAFFIC ENGINEER will be limited to roadways segments that are designated as Major Thoroughfares or Major Collectors on the City of Houston's Major Thoroughfare and Freeway Plan. Tasks I through IV, described below, will be conducted for the following streets in this phase of the mobility study (known as the "study area" throughout the rest of the document):

- West Dallas from Montrose to Taft
- West Gray from Montrose to Taft
- Westheimer from Montrose to Brazos
- West Alabama from Montrose to Milam
- Richmond from Graustark to Spur 527
- Montrose from US 59 to West Dallas

I. Parking Evaluation

- A. TRAFFIC ENGINEER will conduct a parking evaluation in the study area where commercial development is present.
- B. TRAFFIC ENGINEER will inventory existing no-parking zones.
- C. TRAFFIC ENGINEER will conduct a cursory parking utilization survey during peak periods (normal business day and weekend) to identify areas where parking capacity is exceeded.
- D. TRAFFIC ENGINEER will identify potential locations where shared parking may be used. For example, there may be business with surplus parking spaces during nights and weekends that could be shared with entertainment businesses.
- E. TRAFFIC ENGINEER will identify potential locations for public parking lots or garages.

II. Pavement Evaluation

- A. TRAFFIC ENGINEER will inventory the roadway pavement in the study area.
- B. TRAFFIC ENGINEER will identify areas in need of immediate repair.
- C. TRAFFIC ENGINEER will make formal requests to the city for immediate repairs
- D. TRAFFIC ENGINEER will identify pavement conditions for areas without immediate needs and prioritized roadway sections for pavement repairs.
- E. TRAFFIC ENGINEER will develop an implementation timeline for design and construction of pavement repairs.
- F. TRAFFIC ENGINEER will coordinate recommended improvements with known projects such as CIP street or utility projects which could result in street reconstruction.

III. Safety Study

- A. TRAFFIC ENGINEER will inventory existing signs within the study area.
- B. TRAFFIC ENGINEER will inventory existing intersection control measures in place
- C. TRAFFIC ENGINEER will visually identify intersections that appear to have deficient intersection sight distances.
- D. TRAFFIC ENGINEER will inventory existing pavement markings.
- E. TRAFFIC ENGINEER will determine locations that need new or refreshed pavement markings.

IV. Sidewalk and Crosswalk Evaluation

- A. TRAFFIC ENGINEER will inventory sidewalk conditions within the study area.
- B. TRAFFIC ENGINEER will identify locations that may be tripping hazards and require repairs.
- C. TRAFFIC ENGINEER will identify locations where there are no sidewalks and where pedestrians are active.
- D. TRAFFIC ENGINEER will identify sidewalk locations that have obstructions to pedestrians (utility poles, branches, or parked vehicles).
- E. TRAFFIC ENGINEER will create a prioritized list of sidewalk improvement projects.
- F. TRAFFIC ENGINEER will review existing crosswalks at primary intersections.

V. Review of Cut-Through Traffic

- A. TRAFFIC ENGINEER will review existing signs prohibiting turns at several intersections during specified times of day.
- B. TRAFFIC ENGINEER will meet with the City of Houston to determine when and why the signs were installed.
- C. TRAFFIC ENGINEER will observe traffic operations to see if signs are being obeyed.
- D. TRAFFIC ENGINEER will determine if there are easy cut-through routes in the District.
- E. TRAFFIC ENGINEER will identify locations where additional signs need to be installed.
- F. TRAFFIC ENGINEER will identify alternative measures to reduce cut-through traffic.

SCHEDULE "A2"

Terms of Agreement

This is an exhibit attached to and made a part of the Engagement Letter between WALTER P. MOORE AND ASSOCIATES, INC. and EAST MONTROSE MANAGEMENT DISTRICT, dated MARCH 5, 2009, providing for professional engineering services. In the event of a discrepancy between the Engagement Letter and Schedule "A2", the Engagement Letter shall control.

I. Fee Basis

- A Fixed Fee - For agreements based on a fixed fee, invoices and payments will be based on ENGINEER'S percent complete to date or, if included in the Engagement Letter, a stipulated schedule of payment.
- B Time and Expense Fee - The charges for services invoiced on an hourly basis will be a sum equal to 2.5 times salary costs of employees and principals assigned to and working on the Project. The multiplier covers general overhead, professional development, and profits.

Salary cost is defined as cost of actual salaries of engineers, architects, planners, draftsmen, stenographers, clerks, etc. for time directly chargeable to the Project, plus thirty-one percent (31%) for social security contributions, unemployment and payroll taxes, workmen's compensation insurance, retirement benefits, medical and insurance benefits, sick leave, jury duty, vacation and holiday pay applicable thereto.

- C Reimbursable Expenses - For surveys, project-related travel expenses, subcontracts, fees and out-of-pocket material expenses such as printing, postage, courier costs, long-distance telephone calls, etc., the charges will be billed and paid at cost plus ten percent (10%). Mileage will be charged at current IRS approved rate.

II. Invoices and Payments

- A. ENGINEER will prepare and present invoices on a monthly basis, unless other arrangements are stipulated in the Engagement Letter.
- B. CLIENT shall pay ENGINEER for approved invoices within thirty (30) days from date CLIENT receives invoice for ENGINEER's portion of the Work.
- C. If CLIENT fails to make any payment due ENGINEER for services and expenses within thirty (30) days after receipt of invoice from ENGINEER, the amounts due ENGINEER will be increased at the rate of one and one-half percent (1.5%) per month from said thirtieth day, and in addition, ENGINEER may, after giving seven (7) days' written notice to CLIENT, suspend services under this Agreement until ENGINEER has been paid in full all amounts due for services and expenses.

III. Responsibilities of Client

- A The CLIENT shall, with reasonable promptness, provide all available information regarding requirements for This Part of the Project.
- B The CLIENT shall, if agreed in advance and stated as an understanding of the Engagement Letter, retain the services of a qualified ARCHITECT. Unless specifically stated otherwise in the Engagement Letter, the ARCHITECT shall perform normal architectural administrative and management tasks, including the following:
 - 1. Review the ENGINEER's work for compliance with the CLIENT's program and for overall coordination with the work of the ARCHITECT and other consultants.

2. With reasonable promptness, provide all available information regarding requirements for This Part of the Project.
 3. Upon request by the ENGINEER, request the CLIENT to furnish the services of other reasonably required consultants, including surveys, geotechnical investigations and consultation, wind tunnel consultants, testing laboratory, etc.
 4. Prepare and assemble specifications for the General Conditions and Supplementary Conditions and all architectural components of the project, and coordinate assembly of ENGINEER's specification sections into a proper format.
 5. Notify the ENGINEER immediately if the ARCHITECT becomes aware of any fault with This Part of the Project, or nonconformance with the Contract Documents.
 6. Furnish the ENGINEER with a copy of preliminary or detailed estimates of Construction Cost, bidding documents, change orders, and construction change directives, to the extent that they pertain to This Part of the Project.
 7. Confer with the ENGINEER before issuing interpretations or clarifications of documents prepared by the ENGINEER.
 8. Forward to the ENGINEER for his review and recommendation all construction phase submittals which pertain to This Part of the Project.
- C Advise the ENGINEER of the identity and scope of services of other consultants participating in the Project.
- D The services and consultants described in Item III.B.3 above shall be furnished at no charge to the ENGINEER, who shall be entitled to rely upon the accuracy and completeness thereof.

IV. Use of Engineer's Documents

- A Except for reference and coordination purposes in connection with future additions or alterations to the Work, Drawings, Specifications and other documents prepared by the ENGINEER are instruments of the ENGINEER's service for use solely with respect to this Project and, unless otherwise provided, the ENGINEER shall be deemed the author of these documents and shall retain all common law, statutory, and other reserved rights, including the copyright. The CLIENT and ARCHITECT, if any, shall be permitted to retain copies, including reproducible copies, of the ENGINEER's Drawings, Specifications and other documents for information and reference. The ENGINEER's Drawings, Specifications or other documents shall not be used by the CLIENT, ARCHITECT, or others on other projects, or for completion of the Project by others, unless ENGINEER is adjudged to be in default under the Agreement, except by agreement in writing and with appropriate compensation to the ENGINEER.

V. Modifications of Documents

- A. No changes shall be made to ENGINEER's Drawings, Specifications and other documents without written permission of the ENGINEER.

VI. Insurance

- A The ENGINEER shall obtain insurance covering claims arising out of the performance of professional services under this Agreement and caused by errors, omissions, or

negligent acts for which the ENGINEER is legally liable. This insurance, if available, shall be maintained in force by the ENGINEER for a reasonable period after the date of Substantial Completion of the Project as agreed to by the CLIENT and ENGINEER.

- B If insurance is required, and an ARCHITECT or other professional consultants are part of the design team, ARCHITECT and any consultants shall be required by CLIENT to obtain and maintain insurance coverage of a similar nature to cover errors, omissions, or negligent acts for which the ARCHITECT or consultant are legally liable.
- C Unless otherwise agreed, the CLIENT, ENGINEER, and any involved ARCHITECT and other consultants shall each provide insurance to protect themselves from claims under workers' or workmen's compensation acts; from claims for damages because of bodily injury, including personal injury, sickness, disease, or death of any employees or of any other person; from claims for damages because of injury to or destruction of property including loss of use resulting therefrom and from damage to or destruction of property including valuable papers and records coverage and including loss of use resulting therefrom.
- D The insurance coverage required by the above paragraphs shall be in not less than the limits required by law and as otherwise agreed.
- E If a contract to perform construction work results from the services performed by the ENGINEER under this contract, the CLIENT shall take steps to require that the CONTRACTOR provide appropriate and adequate liability insurance and to agree to indemnify ENGINEER against third party lawsuits not directly related to actual negligent performance of the services under this contract.
- F If a CONTRACTOR is retained to perform construction services for the Project and CONTRACTOR is protected by a Builder's Risk policy purchased and paid by the CLIENT, the CLIENT shall assure that the ENGINEER is named as an additional insured party under said policy.

VII. Controlling Law

- A. This Agreement is to be governed by the laws of the State of Texas.

VIII. Limit of Liability

- A. The ENGINEER shall meet the recognized standards of practice in performing the services covered by this Agreement. The ENGINEER makes no other express or implied warranties regarding the performance or result of these services.
- B. The ENGINEER shall not be responsible for the acts or omissions of the CLIENT, ARCHITECT, other consultants, CONTRACTOR, Subcontractors, or other persons performing any of the Work.
- C. If construction administration services are limited or excluded from the scope of work of the ENGINEER, it is agreed that the ENGINEER's professional services do not extend to or include the review or site observation of the CONTRACTOR's work or performance. In this case, the CLIENT shall defend, indemnify, and hold harmless the ENGINEER from any claims arising out of or alleged to have arisen from any work done by the CONTRACTOR for the Project.

IX. Successors and Assigns

- A The CLIENT and ENGINEER, respectively, bind themselves, their partners, successors, assigns, and legal representatives to the other party to this Agreement and to the partners, successors, assigns and legal representatives of such other party with respect to all covenants of these Agreements. Neither CLIENT nor ENGINEER shall assign this Agreement without written consent of the other.
- B Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.
- C Nothing contained in this paragraph shall prevent ENGINEER from employing such independent professional associates and consultants as ENGINEER may deem appropriate to assist in the performance of services hereunder.
- D Nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than CLIENT and ENGINEER, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of CLIENT and ENGINEER and not for the benefit of any other party.

X. Hazardous Materials

- A The ENGINEER shall have no responsibility for the discovery, presence, handling, removal, or disposal of or exposure of persons to hazardous materials in any form at the Project site, including but not limited to asbestos, asbestos products, polychlorinated biphenyl (PCB) or other toxic substances.

XI. Termination

- A. This Agreement may be terminated by either party upon not less than seven days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

XII. Meaning of Terms

- A. ENGINEER - ENGINEER shall mean Walter P. Moore and Associates, Inc. and ENGINEER'S independent professional associates or consultants.
- B. CLIENT - CLIENT shall mean the party with whom this contract is executed by ENGINEER.
- C. ARCHITECT - ARCHITECT shall mean the Architect, if any, who is retained under separate agreement with the CLIENT and has responsibilities to manage or coordinate with the Work of the ENGINEER.
- D. OWNER - OWNER shall mean the OWNER and/or MAJOR TENANT of the Project, if different than the CLIENT.
- E. CONTRACTOR - CONTRACTOR shall mean a third party, if any, engaged to provide construction services based on the Work provided by the ENGINEER.

WALTER P MOORE

Schedule B2

Hourly Invoicing Rates - 2009

Infrastructure Engineering Services

<u>Category</u>	<u>Rate</u>
Senior Principal.....	\$ 230.00
Principal.....	\$ 200.00
Managing Director	\$ 175.00
Team Director	\$ 160.00
Senior Project Manager	\$ 160.00
Project Manager	\$ 130.00
Senior Engineer	\$ 130.00
Engineer	\$ 110.00
Graduate Engineer.....	\$ 100.00
Senior Designer	\$ 125.00
Designer	\$ 90.00
CADD Manager	\$ 100.00
Senior CADD Technician	\$ 100.00
CADD Technician	\$ 80.00
Engineering Intern.....	\$ 70.00
Contract Administrator.....	\$ 100.00
Senior Administrative Assistant	\$ 85.00
Administrative Assistant	\$ 60.00

Notes:

1. These billing rates are effective January 1, 2009 through December 31, 2009.
2. Rates after December 31, 2009 may be adjusted by 4% annually.

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

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

MONTROSE

Management district in the works

By BETTY L. MARTIN HOUSTON CHRONICLE

March 10, 2009, 3:03PM

It took about six years to create the East Montrose Management District, but there's pending legislation that would replicate — within the next few months — the district in the area's western half before the two districts join as one united Montrose business community.

David Hawes, partner of property management group Hawes Hill Calderon, 2500 Tanglewilde, Suite 260, said the bill is expected to sail through the state Legislature.

Hawes, who also serves as executive director of the East Montrose Management District and about 17 other management districts across Houston, said it is likely to be more successful than past attempts to bring in the rest of the district under a single management structure.

With support of the Museum District Business Alliance and other area civic groups, Hawes said the legislation is likely not to face delays experienced in the past.

"Over six to eight years ago, we started working on creating a Montrose Management District," Hawes said. "We already have gotten our assessment and service plan, and our full belief is that this will pass, will be signed by the

governor, and the two boards can then consider the two districts becoming one."

"My mantra for the last few years has been let Montrose be Montrose."

Service and assessment

The East Montrose Management District was signed into law in 2005 after some political defeats and delays.

Since then, its board has worked on a service and assessment plan to improve urban life, security, transportation and business incentives.

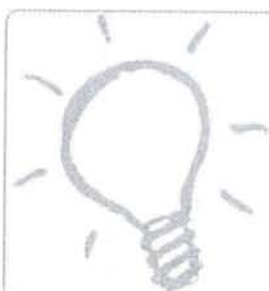
The bill to create the West Montrose Management District is being sponsored by state Rep. Ellen Cohen, D-Montrose, in the House, and state Sen. Garnett Coleman, D-Houston, in the Senate.

While the schedule is "very fluid" as to when the bill will go through various legislative processes, Hawes said it could possibly arrive on Gov. Rick Perry's desk to be signed into law in June.

After its formation, the West Montrose Management District's name might be short-lived.

"This bill will do the same thing the expansion bill would have done, but in the language of this bill, we're saying that if the two boards desire, they can merge the two districts into one district," Hawes said.

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Board of directors

The West Montrose Management District also has a proposed inaugural board of directors and its service and assessment plan is in place, reflecting those of its east Montrose counterpart, which has 11 board members.

The west district will have only five, but "there's some overlap" that would facilitate unification of the districts, Hawes said.

All directors are volunteers and either property owners or agents of property owners.

The east district's budget for 2009 is \$453,000, based on 2008 property valuations, Hawes said.

If legislation passes, west Montrose businesses will be assessed 12.5 cents per \$100 valuation.

A four-component service and assessment plan operational in the district's eastern half would be extended into the district's western half if the legislation passes, Hawes said.

The service plan includes public safety, business development, transportation and visual promotion.

"In public safety, (we would have) off-duty patrol officers patrolling the area, as they already do in East Montrose," Hawes said. "We have a vehicle and they patrol and we are already seeing great effects from that.

"We work closely with (Houston Police

Department) vice squads and gang task force."

Business development is achieved through marketing the nonresidential business area, Hawes said, and transportation planning will pay close attention to opportunities and challenges afforded by Metropolitan Transit Authority of Harris County's proposed light-rail line on Richmond Avenue.

Parking plan

"We're working with St. Thomas University in coming up with a parking plan," Hawes said. "We want people to be cognizant of the vitality of these commercial developments and businesses without negative affects.

"We just hired Walter P. Moore to do a mobility assessment for parking, streets, curbs, pedestrian walkways and we're doing that right now."

The fourth area of visual promotion focuses on public right of ways and thoroughfares, but from an aesthetic viewpoint aimed at improving the area's landscaping, lighting, esplanades and pedestrian crosswalks and business access.

"We're not here to replace city and county services," Hawes said. "We're trying to be the glue that brings the community together to speak as one voice."

Though only commercial enterprises are assessed or targeted for improvements, the districts end up benefiting residents, visitors and

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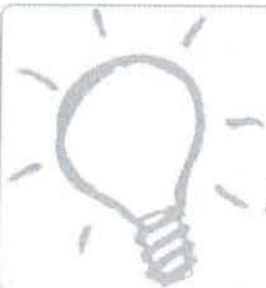
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customers, he said.

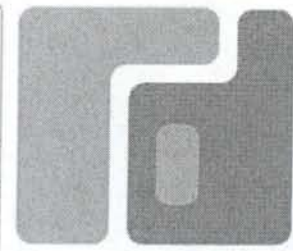
"Everyone benefits from higher values and a higher caliber of commercial development, areas where people want to walk and spend money," Hawes said.

Advertisement



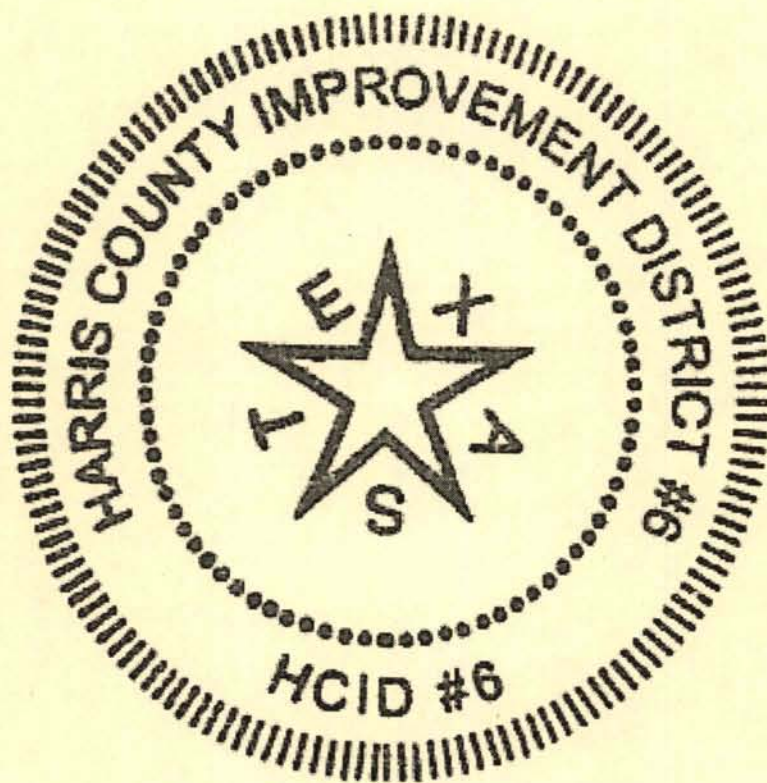
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FOR YOUR
INFORMATION



HCID #6 EAST MONTROSE DISTRICT

Cleanup Update March 2009 meeting

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.	037-076-000-0005
Lot and Block No.	Lot 5, Block 12
Property Address	2119 Converse, NE corner of W. Drew & Converse , Key Map 493N
Date of Violations	Description of Violations
March 10, 2009	Overgrown vacant lot needs trash pickup & mowing
Harris County Tax Account No.	057-035-000-0001
Lot and Block No.	Lot 5, Block 12
Property Address	615 W. Bell, SE corner of W. Bell & Stanford , Key Map 493N
Date of Violations	Description of Violations
March 10, 2009	Overgrown vacant lot needs trash pickup & mowing
Harris County Tax Account No.	044-212-000-0002
Lot and Block No.	Tract 1B
Property Address	2311 Grant, SE corner of Grant & Jackson , Key Map 493N
Date of Violations	Description of Violations
March 10, 2009	Overgrown vacant lot needs trash pickup & mowing
Harris County Tax Account No.	037-076-000-0011
Lot and Block No.	Tracts 7A & 8A, Block 12
Property Address	0 W. Drew, NW corner of W. Drew & Crocker , Key Map 493N
Date of Violations	Description of Violations
March 10, 2009	Overgrown vacant lot needs trash pickup & mowing
Harris County Tax Account No.	014-147-001-0012
Lot and Block No.	Tracts 12 & 13A, Block 1
Property Address	4305 Jack, Key Map 493W
Date of Violations	Description of Violations
March 10, 2009	Overgrown vacant lot needs trash pickup & mowing

Harris County Tax Account No.	014-147-001-0011
Lot and Block No.	Tracts 11 & 12A, Block 1
Property Address	4307 Jack, Key Map 493W
Date of Violations	Description of Violations
March 10, 2009	Overgrown vacant lot needs trash pickup & mowing
Harris County Tax Account No.	030-156-000-0011
Lot and Block No.	Lot 12, Tract 11, Block 14
Property Address	0 Roseland, SE corner of Roseland & Woodrow , Key Map 493W
Date of Violations	Description of Violations
March 10, 2009	Overgrown vacant lot needs trash pickup & mowing
Harris County Tax Account No.	128-923-001-0001
Lot and Block No.	Res A, Block 1
Property Address	0 Westheimer, parking lot just west of 420 Westheimer , Key Map 493S
Date of Violations	Description of Violations
March 10, 2009	Wood pile in front part of vacant lot.
Harris County Tax Account No.	128-923-001-0002
Lot and Block No.	ROW Street Widening & Public Alley
Property Address	0 Westheimer, parking lot just west of 420 Westheimer , Key Map 493S
Date of Violations	Description of Violations
March 10, 2009	Wood pile in front part of vacant lot.
Harris County Tax Account No.	037-077-000-0003
Lot and Block No.	Lot 3, Block 13
Property Address	902 Welch, NW corner of Welch & Converse , Key Map 493N
Date of Violations	Description of Violations
March 10, 2009	Overgrown vacant lot needs trash pickup & mowing
Harris County Tax Account No.	030-157-000-0001
Lot and Block No.	Lot 1, Tract 2, Block 5
Property Address	905 Woodrow, SW corner of Woodrow & Kyle , Key Map 493W
Date of Violations	Description of Violations
March 10, 2009	Overgrown vacant lot needs trash pickup & mowing
Harris County Tax Account No.	130-271-001-0001
Lot and Block No.	Lot 1, Block 1
Property Address	0 Mount Vernon, just north of 4414 Mount Vernon , Key Map 493W
Date of Violations	Description of Violations
March 10, 2009	Overgrown vacant lot needs trash pickup & mowing

130-271-001-0002
Lot 2, Block 1
0 Mount Vernon, **just north of 4414 Mount
Vernon**, Key Map 493W
Description of Violations

Description of Violations

Overgrown vacant lot needs trash pickup & mowing

130-271-001-0003
Lot 3, Block 1
0 Mount Vernon, **just north of 4414 Mount
Vernon**, Key Map 493W

Description of Violations

Overgrown vacant lot needs trash pickup & mowing

- On the pole in front of 707/709 W. Clay
On the pole at the SW corner of Richmond and Kyle

[illegible]

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@hhcillp.com if you see a possible violation that needs to be inspected.