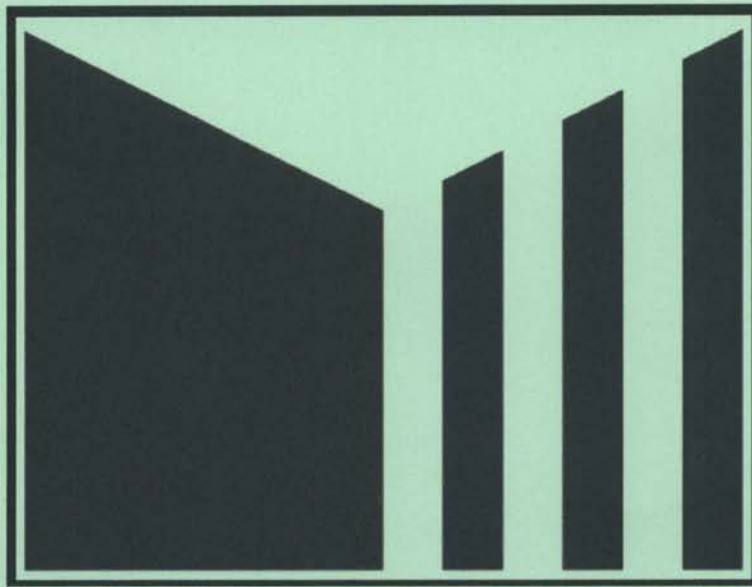


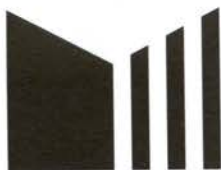
MONTROSE MANAGEMENT DISTRICT



Agenda and Agenda Materials
Meeting of the Board of Directors

July 8, 2013

MONTROSE MANAGEMENT DISTRICT



NOTICE OF MEETING

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

Notice is hereby given that a meeting of the Board of Directors of the Montrose Management District will be held at 12:00 pm on Monday, July 8, 2013, at 401 Branard Street, 2nd Floor, Room 106, Houston, Texas 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. Approve minutes of meeting held June 10, 2013.
3. Receive public comments.
4. Approval of Official Payments Agreement as the credit card processor.
5. Receive District's monthly Assessment Collection Reports and Billing and Assessment Summaries, Lawsuit and Arbitration Status Details, and Delinquent Assessment Reports.
6. Consider policy concerning waiver of penalty and interest.
7. Consider waiver of penalty and interest for:
 - a. 2400 Taft
 - b. 120 Westheimer
8. Receive and consider District's monthly financial report, including; pay invoices.
9. Receive Executive Director's Monthly Report on District initiatives.
10. Receive report and recommendations from the Marketing and Business Relations committee.
 - a. Consider approval of a Holiday Decorating Program with a budget not to exceed \$3,500.00.
 - b. Expansion of 3-1-1 Campaign with a budget not to exceed \$1,500.00.
 - c. Creation of an editorial calendar and engaging the services of professional writers for the District; budget of \$250.00 per month.
 - d. Consider incorporating the Houston Arts Alliance arts event calendar feed into the district events calendar; budget of \$250.00 per month.
 - e. Consider an agreement to engage the services of Ms. Marie Cortes to assist with the planning for the Texas Committee for the Arts Cultural District Designation Program and costs associated with required public meetings, steering committee creation, mapping services, and other related matters with an estimated budget not to exceed \$7,500.00.
11. Convene in Executive Session pursuant to Section 551.071, Texas Government Code, to conduct a private consultation with attorney to discuss litigation, and matters related to the same.
12. Reconvene in Open Session and authorize appropriate action by legal counsel related to Item 11 on the agenda.
13. Announcements.
14. Adjourn.



Executive Director

Persons with disabilities who plan to attend this meeting and would like to request auxiliary aids or services are requested to contact the District's Executive Director at (713) 595-1200 at least three business days prior to the meeting so that the appropriate arrangements can be made.

MONTROSE MANAGEMENT DISTRICT
CITY OF HOUSTON
HARRIS COUNTY, TEXAS

AGENDA MEMORANDUM

TO: Montrose Management District Board of Directors
FROM: Executive Director
SUBJECT: Agenda Item Materials

2. Approve minutes of meeting held June 10, 2013.

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

June 10, 2013

Determine quorum; call to order.

The Board of Directors of the Montrose Management District held a meeting on Monday, June 10, 2013, at 12:00 p.m. Noon at 401 Branard Street, 2nd Floor, Room 106, Houston, TX 77006, inside the boundaries of the District, and open to the public. Vice Chairman Mitchmore called the meeting to order at 12:00 p.m. Noon, and the roll was called of the duly appointed members of the Board, to wit:

Position 1: Claude Wynn, <i>Chairman</i>	Position 9: Kathy Hubbard, <i>Treasurer</i>
Position 2: Dana Thorpe	Position 10: Michael Grover
Position 3: Randy Mitchmore, <i>Vice Chairman</i>	Position 11: Bobby Heugel
Position 4: Cassie Stinson, Secretary	Position 12: Brad Nagar, <i>Ass't Sec'y</i>
Position 5: Lane Llewellyn	Position 13: Vacant
Position 6: Vacant	Position 14: David Robinson
Position 7: Vacant	Position 15: Randall Ellis
Position 8: Robert Jara	

and all of the above were present with the exception of Chairman Wynn and Directors Ellis, Llewellyn and Thorpe, thus constituting a quorum. Also present at the meeting were Bill Calderon, Susan Hill, Josh Hawes and Gretchen Larson, all of Hawes Hill Calderon, L.L.P.; Clark Lord, Bracewell & Giuliani, L.L.P.; Patricia Hall, Equi-Tax, Inc.; and Darrell Hawthorne, Municipal Accounts and Consulting, L.P. Others present were Dennis Beedon and Marie Cortes-Matte, both District business ambassadors; Daphne Scarbrough, Richmond Avenue Coalition; Eugene Nosal, Avondale Association; Officer Victor Beserra, Houston Police Department; Brian Toldan, McCall Gibson Swedlund Barfoot, P.L.L.C.; and Mark Lacy, Houston Institute for Culture.

Approve minutes of meeting held May 13, 2013.

Upon a motion duly made and seconded, the Board voted unanimously to approve the minutes of its meeting held on May 13, 2013.

Receive public comments.

Mr. Lacy addressed the Board and provided information about his organization. He announced that the City's Official Juneteenth event will be held on June 19, 2013 at Miller Outdoor Theater and discussed the group's other upcoming plans and activities.

Vice Chairman Mitchmore suggested that Mr. Lacy collaborate with Ms. Larson in terms of the District's help to increase public awareness about the upcoming Juneteenth event. No action was taken.

Receive District's Monthly Assessment Collection Reports and Billing and Assessment Summaries, Lawsuit and Arbitration Status Details, and Delinquent Assessment Reports.

The agenda item was postponed until later in the meeting.

Receive and consider Montrose Management District's monthly financial report and pay invoices.

Mr. Hawthorne reviewed the financial statements included in the Board agenda materials. Mr. Calderon noted that the invoices being presented for payment were reviewed by the Finance Committee. Upon a motion duly made by Director Nagar and being seconded by Director Robinson, the Board voted unanimously to approve the Montrose Management District's monthly financial report and pay invoices.

Receive and Consider District's FY 2012 financial audit report.

Mr. Toldan presented the report, a draft of which was included in the Board agenda materials. He said that his firm is issuing a clean, or unqualified opinion, which is the highest possible. During discussion, he noted that there have been changes to some nomenclature relating to government agencies, but that audit standards remain the same. He also said that pending litigation is generally only of concern if it involves contingent liability issues. Following discussion, and upon a motion duly made by Director Stinson and being seconded by Director Hubbard, the Board voted unanimously to approve the District's FY 2012 financial audit report.

Receive District's Monthly Assessment Collection Reports and Billing and Assessment Summaries, Lawsuit and Arbitration Status Details, and Delinquent Assessment Reports.

Ms. Hall presented the Report. She reported that the 2012 assessments are 94% collected to date on both sides of the District. She said that there are no properties in the District with uncertified property values. She reported that preliminary property values for 2013 issued by the Harris County Appraisal District indicate there is an increase in values. Upon a motion duly made by Director Hubbard and being seconded by Director Heugel, the Board voted unanimously to accept the Report.

Receive Executive Director's Report on District initiatives.

Mr. Calderon said that the full Executive Director's Monthly Report is included in the Board agenda materials. He reported on Committee activity, noting that the Marketing and Business Relations Committee will have action items for the Board to consider today.

He said that the District's two business ambassadors made 138 visits during the month, with a total thus far of almost 900 visits. He said that social media statistics are included in the Board agenda materials.

Mr. Calderon reported that the Houston-Galveston Area Council (HGAC) did not include the District's bridge-lighting project in its recommendations to TxDOT due to the fact that HGAC's current priorities are bicycle/pedestrian-related projects rather than beautification. He said there is a possibility of obtaining other TxDOT funding for the project, which TxDOT will consider in late July. Mr. Calderon added that the project could also be funded through support from area corporations and private foundations.

He said that the first business seminar sponsored by the District was highly successful, with more than 80 attendees attending the session yesterday. He thanked Director Heugel for both hosting and presenting the seminar. Additional seminars are planned quarterly, with the next meeting scheduled for August, 2013.

Mr. Calderon reported on collaborative activities with the Harris County District Attorney's office with regards to safety and security issues at T C's Bar. He said the owners have entered into an agreement with the District Attorney. Director Nagar commented about some of the details of the agreement.

Office Beserra reported on crime statistics for the month. He said that there were a total of 94 arrests during the month of May. He said that 1,061 flyers with tips for prevention of burglaries to motor vehicles were distributed, as well as 668 vehicle "report cards." No action was taken.

Receive report and recommendations from the Marketing and Business Relations committee:

- a. Consider approval of the Business Seminar Program and establish a budget not to exceed \$1,000 per event.**

Ms. Larson reviewed the Business Seminar Program, noting that it currently is scheduled to occur quarterly. Following discussion and upon a motion duly made by Director Grover and being seconded by Director Stinson, the Board voted unanimously to approve the Business Seminar Program and to establish a budget not to exceed \$1,000 per event.

- b. Creation of a Branded Bike Rack Program and authorization to proceed with a budget not to exceed \$25,000 for remainder of 2013.**

Director Heugel explained the need and rationale for the bike racks. He said that the plans are to follow bike rack guidelines from BikeHouston. Mr. Calderon said that this would be Phase I of a Bike Rack Program and would include 20 bike racks. Director Nagar commented on a unique bike rack design at a firm in Columbus with which he does business. Director Heugel said that a custom design would likely increase the costs. It was also suggested that Kudela and Weinheimer be consulted with regards to achieving brand consistency in terms of incorporating the District's brand identity on the bike racks.

Upon a motion duly made by Director Stinson and being seconded by Director Robinson, the Board voted unanimously to provide preliminary approval of a Branded Bike Rack Program and to authorize proceeding with a budget not to exceed \$25,000 for the remainder of 2013, as amended to authorize the Committee to research bike rack aesthetics and to authorize the Committee to make final adjustments to the bike rack design and production with the Chairman's participation.

c. Consider approval of ad placements in area civic association e-news and printed newsletters.

- i. East Montrose Civic Association - \$65/mo.**
- ii. First Montrose Commons - \$18/mo.**

Ms. Larson explained the rationale for advertising in civic association e-news and printed newsletters, noting that funds are available in the budget. Following discussion, and upon a motion duly made by Director Robinson and being seconded by Director Hubbard, the Board voted unanimously to approve ad placements in area civic association e-news and printed newsletters as follows: East Montrose Civic Association at a monthly cost of \$65.00 and First Montrose Commons at a monthly cost of \$18.00.

d. Consider approval of a Holiday Decorating Program with a budget not to exceed \$3,500.

Upon a motion duly made by Director Stinson and being seconded by Director Jara, the Board voted unanimously to table the agenda item until the July, 2013 Board meeting.

Convene in Executive Session pursuant to Section 551.071, Texas Government Code, to conduct a private consultation with attorney to discuss litigation, and matters related to the same.

The Board did not convene in Executive Session.

Reconvene in Open Session and authorize appropriate action by legal counsel related to Item #12 on the agenda.

No action was taken.

Announcements.

Director Robinson said the planned route for next year's Chevron Houston Marathon will involve a greater presence in the Montrose area. No action was taken.

Adjourn.

There being no further business to come before the Board, Vice Chairman Mitchmore adjourned the meeting at 12:55 p.m.

Secretary, Board of Directors
Montrose Management District



MONTROSE MANAGEMENT DISTRICT
CITY OF HOUSTON
HARRIS COUNTY, TEXAS

AGENDA MEMORANDUM

TO: Montrose Management District Board of Directors
FROM: Executive Director
SUBJECT: Agenda Item Materials

5. Receive District's monthly Assessment Collection Reports and Billing and Assessment Summaries, Lawsuit and Arbitration Status Details, and Delinquent Assessment Reports.

**MONTROSE DISTRICT EAST ZONE
ASSESSMENT COLLECTION REPORT
June 2013
BILLING AND COLLECTION SUMMARY
FISCAL YEAR
01/01/13 - 12/31/13**

YEAR	RATE	TOTAL LEVY	COLLECTIONS	RECEIVABLE	% COLLECTED
2012	0.12500	\$441,073.45	\$419,351.67	\$21,721.78	95%
2011	0.12500	\$421,254.17	\$417,095.57	\$4,158.60	99%
2010	0.12500	\$402,221.57	\$400,002.36	\$2,219.21	99%
2009	0.12500	\$419,939.17	\$419,901.67	\$37.50	99%
2008	0.12500	\$396,675.13	\$396,650.13	\$25.00	99%
2007	0.12500	\$309,868.58	\$309,849.83	\$18.75	99%

Current Month Activity

Revenue:	Current Month	Year to Date
2012 Assessment Collected	4,389.49	371,565.59
2011 Assessment Collected	0.00	3,971.11
2010 Assessment Collected	0.00	1,795.77
2009 Assessment Collected	0.00	0.00
2008 Assessment Collected	0.00	0.00
2007 Assessment Collected	0.00	0.00
Penalty & Interest	634.93	4,589.93
Overpayments	14.67	3,492.36
Collection Fees	0.00	1,774.87
Court Fees	0.00	0.00
Total Revenue	5,039.09	387,189.63
Overpayments Presented for Refund	14.67	3,493.36
Overpayments Applied to Assessment	0.00	0.00

ASSESSED VALUE FOR 2012:	353,167,923	Uncertified:	0
ASSESSED VALUE FOR 2011:	337,025,024	Uncertified:	0
ASSESSED VALUE FOR 2010:	321,799,663	Uncertified:	0
ASSESSED VALUE FOR 2009:	336,117,938	Uncertified:	0
ASSESSED VALUE FOR 2008:	317,339,817	Uncertified:	0
ASSESSED VALUE FOR 2007:	322,144,526	Uncertified:	0

Assessment Collection Account: Compass Bank, Account No. 2530962019

ASSESSMENT PLAN PROJECTIONS

YEAR	MAX RATE	PROJECTED LEVY	COLLECTIONS @ 95%	CUMULATIVE COLLECTIONS	10 YEAR AVERAGE @ 10%
2007	0.12500	337,500	320,625	309,849.83	
2008	0.12500	337,500	320,625	396,650.13	
2009	0.12500	337,500	320,625	419,901.67	
2010	0.12500	337,500	320,625	400,002.36	
2011	0.12500	337,500	320,625	417,095.57	
2012	0.12500	337,500	320,625	419,351.67	
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		375,000

The Projected Levy is based on the rate remaining at 0.12500

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

MONTROSE DISTRICT EAST ZONE

June 2013

TOP TEN ASSESSMENT PAYERS

PROPERTY OWNERS

ACCOUNT NOS

SITUS

PROPERTY TYPE

VALUE

ASSESSMENT

PPF AMLI 2221 WEST DALLAS ST LL
200 W MONTROSE ST STE 2200
CHICAGO IL 60606-5070

1269260010001

2221 W DALLAS ST 404 77019

MULTI-FAMILY

58,104,175

72,630.22

UST REALTY COMPANY
% UNIV OF ST THOMAS: ATTN PRES
3800 MONTROSE BLVD
HOUSTON TX 77006-4626

0261640000027

4100 MONTROSE BLVD 77006

OFFICE BUILDINGS

12,109,700

15,137.13

4203 MONTROSE LTD
3810 W ALABAMA
HOUSTON TX 77027-5204

0261630000021

4203 YOAKUM BLVD 77006

4200 MONTROSE BLVD
HOUSTON TX 77006-4626

0261630000001

4200 MONTROSE BLVD

4203 MONTROSE LTD
3810 W ALABAMA
HOUSTON TX 77027-5204

1277520010001

4203 MONTROSE BLVD 77006

OFFICE BUILDING

8,136,463

10,170.58

RIVERSIDE CPI LLC & REALTY CTR
MANAGEMENT INC
1980 S BUNDY DR STE 100
LOS ANGELES CA 90025

0370370010001

220 W ALABAMA ST 131 77006

MULTI - FAMILY

7,521,945

9,402.43

ARMSTRONG CHARLES
5000 MONTROSE BLVD UNIT 22C
HOUSTON TX 77006-6564

0140670000002

804 PACIFIC ST 77006

VARIOUS COMMERCIAL

6,949,331

8,671.74

0140250000001

2302 GENESEE ST 12 77006

0140250000002

2308 GENESEE ST 77006

0140250000005

120 FAIRVIEW ST 77006

0140660000002

2401 GRANT ST 77006

0140670000001

802 PACIFIC ST 77006

0140670000003

808 PACIFIC ST 77006

0140670000004

811 PACIFIC ST 77006

0140670000005

925 HYDE PARK BLVD 77006

0140670000006

808 HYDE PARK BLVD 77006

0140670000009

925 HYDE PARK BLVD 77006

0180340000001

1002 CALIFORNIA ST 77006

0180340000002

1004 CALIFORNIA ST 77006

0180340000003

1004 CALIFORNIA ST 77006

0180340000011

1007 MISSOURI ST 77006

0140660000004

907 FAIRVIEW ST 77006

0180340000012

1005 MISSOURI ST 77006

0261510000011

2702 CROCKER ST 77006

0261510000020

2602 CROCKER ST 77006

0261510000021

2605 GRANT ST 77006

0261510000027

805 PACIFIC ST 77006

0442130000001

810 PACIFIC ST 77006

0140660000009

810 HYDE PARK BLVD 77006

June 2013

June 2013

MONTROSE DISTRICT EAST ZONE

June 2013

TOP TEN DELINQUENTS

PROPERTY OWNER	ACCOUNT NO	SITUS	PROPERTY TYPE	ASSESSMENT YEAR(S)	ASSESSMENT
FAT PROPERTY 204 MARSHALL ST HOUSTON TX 77006-4500	92 023 070 000 0012	710 COLQUITT ST 16 77006	MULTI - FAMILY	2010 - 2012	3,020.14
FAT PROPERTY 218 HAWTHORNE ST HOUSTON TX 77006-4006	92 037 040 000 0001	502 W ALABAMA ST 25 77006	MULTI - FAMILY	2010 - 2012	2,591.79
YOSHIDA NAMOMITSU & MAEMI 3210 EL DORADO BLVD MISSOURI CITY TX 77459-3012	92 030 245 000 0014	4412 MONTROSE 77006	COMMERCIAL BUILDING	2012	1,250.25
FAT PROPERTIES 4918 NEWPOINT DR FRESNO TX 77545-9200	92 037 029 000 0016	406 HAWTHORNE ST 5 77006	MULTI-FAMILY	2011	1,221.14
SPUR APARTMENTS LLC 1525 MARYLAND ST HOUSTON TX 77006-1875	92 008 259 000 0003	219 W ALABAMA ST 32 77006	MULTI-FAMILY	2012	1,193.12
4306 YOAKUM LLC 3629 N MACGREGOR WAY HOUSTON TX 77004-8070	92 030 246 000 0026	4306 YOAKUM LLC 16 77006	COMMERCIAL LOT	2012	1,130.36
CAMPANILE SOUTH LP 4301 MOUNT VERNON ST STE 26 HOUSTON TX 77006-5801	92 030 246 000 0023	4301 MOUNT VERNON ST 26 77006	COMMERCIAL LOT	2012	1,025.00
UPSTAIRS DOWNSTAIRS LLC 609 COLQUITT ST HOUSTON TX 77006-5523	92 023 062 000 0013	609 COLQUITT ST 77006	COMMERCIAL BUILDING	2010 - 2012	985.64
BERCON LTD 3518 MONTROSE BLVD STE 207 HOUSTON TX 77006	92 030 246 000 0008	0 YOAKUM BLVD 77006	COMMERCIAL VACANT	2012	875.00
205 AVONDALE LLC 6623 EDLOE ST HOUSTON TX 77005-3707	92 004 136 000 0015	205 AVONDALE ST #12 77006	MULTI- FAMILY	2012	860.71

**Harris County Improvement District No. 6
Lawsuit and Arbitration Status Summary as of 5/10/2013**

Summary

For Tax Years 2007-2012, for the period of June 2009 through April 2013

Settled

308,763,621	Original value of Settled accounts as of 5/10/2013
112	Number of Settled accounts as of 5/10/2013
28,011,114	Reduction in value of Settled accounts
9.07%	Average % reduction in value of Settled accounts

Unsettled

161,103,155	Original value of Unsettled accounts as of 5/10/2013
25	Number of Unsettled accounts as of 5/10/2013

.125 Tax rate per \$100 valuation

\$18,269 Estimated reduction in assessment on 25 Unsettled accounts,
based on **9.07%** average

**MONTROSE DISTRICT WEST ZONE
ASSESSMENT COLLECTION REPORT
June 2013
BILLING AND COLLECTION SUMMARY
FISCAL YEAR
01/01/13 - 12/31/13**

YEAR	RATE	TOTAL LEVY	COLLECTIONS	RECEIVABLE	% COLLECTED
2012	0.12500	\$983,450.25	\$936,748.30	\$46,701.95	95%
2011	0.12500	\$884,919.93	\$875,498.99	\$9,420.94	99%
2010	0.12500	\$868,215.84	\$862,817.73	\$5,398.11	99%

Current Month Activity

Revenue:	Current Month	Year to Date
2012 Assessment Collected	8,775.98	873,107.12
2011 Assessment Collected	-605.84	4,824.11
2010 Assessment Collected	0.00	140.21
Penalty & Interest	1,876.99	6,009.56
Overpayments	5,719.59	13,325.18
Collection Fees	0.00	1,348.84
Court Fees	0.00	0.00
Total Revenue	15,766.72	898,755.02
Overpayments Presented for Refund	6,232.09	12,761.11
Overpayments Applied to Assessment	0.00	0.00

ASSESSED VALUE FOR 2012:	787,464,869	Uncertified:	0
ASSESSED VALUE FOR 2011:	707,935,517	Uncertified:	0
ASSESSED VALUE FOR 2010:	694,570,294	Uncertified:	0

Assessment Collection Account: Compass Bank, Account No. 2530962086

ASSESSMENT PLAN PROJECTIONS

YEAR	MAX RATE	PROJECTED LEVY	COLLECTIONS @ 95%	CUMULATIVE COLLECTIONS	10 YEAR AVERAGE @ 10%
2010	0.12500	868,216	824,805	\$862,817.73	
2011	0.12500	884,920	840,674	\$875,498.99	
2012	0.12500	983,450	934,278	\$936,748.30	
2013	0.12500		0		
2014	0.12500		0		
2015	0.12500		0		
2016	0.12500		0		
		2,736,586	2,599,757		273,659

The Projected Levy is based on the rate remaining at 0.12500

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

MONTROSE DISTRICT WEST ZONE

June 2013					
PROPERTY OWNER	ACCOUNT NOS	TOP TEN ASSESSMENT PAYERS	PROPERTY TYPE	VALUE	ASSESSMENT
WEINGARTEN REALTY INVESTORS	0442250000001	SITUS	VARIOUS COMMERCIAL	53,042,829	66,303.54
0591-001	0442250000170	2005 W GRAY ST 77019			
P O BOX 924133	0442250000169	1953 W GRAY ST 77019			
HOUSTON TX 77292-4133	0442250000168	1953 W GRAY ST 77019			
	0442250000145	2028 W GRAY ST 77019			
	0442250000110	2001 W GRAY ST 77019			
	0442250000105	2020 W GRAY ST 77019			
	0442250000005	2010 W GRAY ST 77019			
	0442250000002	2002 W GRAY ST 77019			
	0442250000171	1950 W GRAY ST 77019			
		2017 W GRAY ST 77019			
FINGER FSC MONTROSE LTD	1215190010001	4899 MONTROSE BLVD 187 77006	MULTI - FAMILY	52,226,295	65,282.87
99 DETERING ST STE 200					
HOUSTON TX 77007-8259					
4310 DUNLAVY LLC	1286480020001	DUNLAVY 77006	MULTI - FAMILY	36,892,122	46,115.15
101 BERKSHIRE ST	1286480010002	4310 DUNLAVY ST 77006			
BELLAIRE TX 77401-5309	1286480010001	4310 DUNLAVY ST 236 77006			
	0660870040002	4403 WOODHEAD ST 16 77098			
	0660870040001	4403 WOODHEAD ST 77098			
	0660870020006	4315 WOODHEAD ST 8 77098			
WESTHEIMER APARTMENTS LP	1286390010001	2001 WESTHEIMER RD 244 77098	MULTI - FAMILY	33,014,000	41,267.50
5694 MISSION CENTER RD STE 602					
SAN DIEGO CA 92108-4324					
ANBIL II-R O L P	0730810030011	1505 W CLAY ST 77019	SHOPPING CENTER	30,462,903	38,078.63
105 TOWN CENTER RD STE 10	1170070010001	1422 W GRAY ST 77019			
KING OF PRUSSIA PA 19406-2394	1170070020001	1414 WAUGH DR 77019			
	0730810030007	1521 W CLAY ST 77019			
TEXAS ABERCROMBIE FAMILY INT LTD	0441850000002	1701 W ALABAMA ST 77098	VACANT COMMERCIAL	22,965,638	28,707.05
730 N POST OAK RD STE 110					
HOUSTON TX 77024-3854					
SHEPHERD INV LP	0442600000001	2075 WESTHEIMER RD 77098	SHOPPING CENTER	14,650,000	18,312.50
1800 POST OAK BLVD					
6 BLVD PLACE STE 400					
HOUSTON TX 77056					

June 2013
TOP TEN ASSESSMENT PAYERS

[illegible]

MONTROSE DISTRICT WEST ZONE

June 2013 TOP TEN DELINQUENT ACCOUNTS					
PROPERTY OWNER	ACCOUNT NO	SITUS	PROPERTY TYPE	ASSESSMENT YEAR(S)	ASSESSMENT
FAT PROPERTY LLC 218 HAWTHORNE ST HOUSTON TX 77006-4006	94 057 121 000 0012	1901 RICHMOND AVE 42 77098	MULTI - FAMILY	2010 - 2012	4,646.09
KNA PARTNERS 550 WAUGH DR HOUSTON TX 77019-2002	94 026 174 000 0001	1111 WESTHEIMER RD 77006	COMMERCIAL RETAIL	2012	3,750.00
KNA SPRINGFIELD VENTURE 550 WAUGH DR HOUSTON TX 77019-2002	94 044 255 000 0020	2030 WESTHEIMER RD 77019	COMMERCIAL RETAIL	2012	2,672.23
SILVERLAKE HOLDINGS PARTNERS 1964 W GARY ST STE 204 HOUSTON TX 77019-4812	94 132 190 001 0001	1212 WAUGH DR 77019	COMMERCIAL RETAIL	2012	2,570.23
FORTUNES PLAYSGROUND LLC 1355 GRAY ST HOUSTON TX 77019-4019	94 052 355 000 0004	1355 W GRAY ST 77019	OFFICE PARK	2012	2,177.99
ROBINSON LENNON C P O BOX 66531 HOUSTON TX 77266-6531	94 026 198 000 0001	13174 HAWTHORNE ST 12 77006	MULTI - FAMILY	2010 - 2012	1,987.61
MCELROY VALERIE & JOHN P O BOX 540101 HOUSTON TX 77254-0101	94 059 173 000 0003	1223 WAUGH DR 77019	COMMERCIAL BUILDING	2011 - 2012	1,961.36
LEVEL HEADED CHOW LLC 4721 N MAIN ST STE Q HOUSTON TX 77009-4400	94 026 198 000 0005	3414 GRAUSTARK ST #8 77006	MULTI - FAMILY	2010 - 2012	1,945.21
HUFF MICHAEL B PO BOX 70148 HOUSTON TX 77270-0148	94 026 174 000 0013	3230 YOAKUM BLVD 77006	SINGLE FAMILY RES	2010 - 2012	1,932.94
KNA PARTNERS TOWER INC 550 WAUGH DR HOUSTON TX 77019-2002	94 026 174 000 0007	1124 LOVETT BLVD 77006	COMMERCIAL RETAIL	2012	1,756.25

Harris County Improvement District No. 11
Lawsuit and Arbitration Status Summary as of 5/10/2013

Jur 939

Summary

For Tax Years 2010 & 2012, for the period of September 2010 through April 2013

Settled

378,179,200	Original value of Settled accounts as of 5/10/2013
117	Number of Settled accounts as of 5/10/2013
20,975,731	Reduction in value of Settled accounts
5.55%	Average % reduction in value of Settled accounts

Unsettled

215,746,037	Original value of Unsettled accounts as of 5/10/2013
70	Number of Unsettled accounts as of 5/10/2013

.125 Tax rate per \$100 valuation

\$14,958	Estimated reduction in assessment on 70 Unsettled accounts, based on 5.55% average
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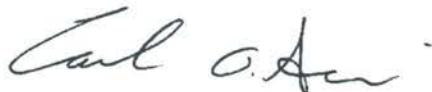
PERDUE, BRANDON, FIELDER, COLLINS & MOTT L.L.P.
DELINQUENT ASSESSMENT SUMMARY REPORT
MONTROSE DISTRICT
July 8, 2013

We will begin reporting on 2012 delinquent assessments in our next report. Amounts shown are 2011 base assessment unless indicated. Account numbers and addresses for Montrose District-West Zone are noted in *italics*.

Suit pending:

FAT Property LLC 10-11 assessments \$7,231.96, 502 W. Alabama St. 710 Colquitt St. & 1901 Richmond Ave, 406 Hawthorne St. 5- 0370400000001 0230700000012 & 0571210000012, 0370290000016
Lennon C. Robinson 10-11 assessments \$1,307.03, 1317 Hawthorne St.-0261980000001
Level Headed Chow LLC (was Charles L. & Siriluck Baird) 10-11 assessments \$1,298.40, 3414 Graustark St.-0261980000005
Michael B. Huff 10-11 assessments \$1,278.86, 3230 Yoakum Blvd.-0261740000013
Valerie & John McElroy \$980.68, 1223 Waugh Dr.-0591730000003
Heirs of Maude Eisemann 10-11 assessments \$891.00, 1116 W. Gray St.-0101670000030
Nancy L. Ngo 10-11 assessments \$867.50, 1515 W. Gray St.-0442290000015
La Florentina Inc. 10-11 assessments \$841.32, 1612 Colquitt St.-0522640000028
Ahmet Akin \$543.06, 1839 Richmond Ave.-0660870010002
KFC National Management (assessment roll lists Donvein Cao & Nancy Nguyen) 07-10 assessments \$118.75, Block 1, Tracts 15 A & 16 A (north 10 ft. Lots 15 & 16) on Taft St.-0560410000001

If you have any questions, please feel free to contact me.



Carl O. Sandin
Perdue Brandon Fielder Collins & Mott LLP
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Mobile: 713-824-1290
Fax: 713-862-1429

MONTROSE MANAGEMENT DISTRICT
CITY OF HOUSTON
HARRIS COUNTY, TEXAS

AGENDA MEMORANDUM

TO: Montrose Management District Board of Directors
FROM: Executive Director
SUBJECT: Agenda Item Materials

7. Consider waiver of penalty and interest for:
 - a. 2400 Taft
 - b. 120 Westheimer

Analysis of the amounts owed by property owners seeking waiver of penalty and interest.

2400 Taft St 92-0140770000010

Base	\$356.18
Penalty	42.74
Interest	21.37
Atty Fee	<u>84.06</u>
Total Due	\$504.35

120 Westheimer 92-1307080010001

Base	\$859.85
Penalty	103.18
Interest	51.59
Atty Fee	<u>202.92</u>
Total Due	\$ 1,217.54

MONTROSE MANAGEMENT DISTRICT
CITY OF HOUSTON
HARRIS COUNTY, TEXAS

AGENDA MEMORANDUM

TO: Montrose Management District Board of Directors
FROM: Executive Director
SUBJECT: Agenda Item Materials

8. Receive and consider District's monthly financial report, including: pay invoices.



MUNICIPAL ACCOUNTS
& CONSULTING, L.P.

Montrose Management District

Bookkeeper's Report

July 8, 2013

Montrose Management District
Cash Flow Report - Checking Account
As of July 8, 2013

Num	Name	Memo	Amount	Balance
BALANCE AS OF 6/11/2013				\$4,761.32
Receipts				
	Voided Ck# 2679 - Sandra L. Kline Et. Al.		1,292.94	
	Wire Transfer		20,000.00	
	Wire Transfer		37,000.00	
	Wire Transfer		37,000.00	
Total Receipts				95,292.94
Disbursements				
3558	Bankcard Center	Credit Card Expenses	(624.45)	
3595	Texas State Comptroller	VOID: Unclaimed Property - 7/1/10 - 2/29/12	0.00	
3599	Blank Rome LLP	Legal Fees	(669.30)	
3600	Mr. Dirt of Texas	Street Sweeping Expense	(9,325.50)	
3601	Greater East End Management District	Graffiti Abatement Services	(5,760.00)	
3602	Bankcard Center	Credit Card Expenses	(26.69)	
3603	ASE Security Solutions, LLC	Mobile Camera Program	(3,237.50)	
3604	Bracewell & Giuliani LLP	Legal Fees - General Counsel	(1,045.25)	
3605	Comcast	Office Expenses	(90.48)	
3606	Cracked Fox	Graphic Design & Marketing Services	(2,500.00)	
3607	Dennis C. Beedon	Business Ambassador Program Services	(1,704.34)	
3608	5020 Investments Ltd	Office Lease Expense	(1,200.00)	
3609	Sandra L. Kline Et. Al.	Reissue Ck#2679 - Assessment Refund	(1,292.94)	
3610	Texas State Comptroller	Unclaimed Property - 7/1/10 - 2/29/12	(1,035.90)	
3611	Aaron M Day	Security Expense	(1,762.06)	
3612	Adalberto R Ramos	Security Expense	(1,563.57)	
3613	Brian M Alms	Security Expense	(1,163.61)	
3614	Chad J Wall	Security Expense	(971.83)	
3615	John E Obenhaus	Security Expense	(1,004.61)	
3616	Joseph C Mabasa	Security Expense	(2,185.88)	
3617	Juan Arroyo	Security Expense	(1,122.19)	
3618	Lee T Jaquarya	Security Expense	(1,875.22)	
3619	Leon Laureano.	Security Expense	(1,658.14)	
3620	Mandy Arroyo.	Security Expense	(1,254.11)	
3621	Ricardo Gonzales	Security Expense	(841.67)	
3622	Richard J Bass	Security Expense	(1,106.61)	
3623	Sean M Blevins	Security Expense	(1,094.61)	
3624	Todd L Thibodeaux	Security Expense	(1,056.61)	
3625	Victor Beserra.	Security Expense	(3,479.80)	
3626	Victor Beserra.	To Reimb Patrol Expenses	(780.36)	
3627	4310 Dunlavy LLC	Assessment Refund	(2,765.10)	
3628	Andre & Jeannette Marshall	Assessment Refund	(605.84)	
3629	Commercial Tax Network	Assessment Refund	(1,236.25)	
3630	Jerry Elmore	Assessment Refund	(5.81)	
3631	Matthew W. Waldrop	Assessment Refund	(8.86)	
3632	Shepherd Commons	Assessment Refund	(567.98)	
3633	Shepherd Inv LP	Assessment Refund	(1,056.92)	
3634	Equi-Tax, Inc.	Tax Services	(1,374.34)	
3635	Hawes Hill Calderon, LLP	Consulting & Admin Fee	(17,628.47)	
3636	Kudela & Weinheimer	District Identity Marker	(430.59)	
3637	Lyn Ann Williams	Social Media Outreach	(3,918.49)	
3638	Mike Sullivan	Vehicle Registration Renewal	(65.25)	
3639	Municipal Accounts & Consulting, L.P.	Bookkeeping Fees	(1,335.94)	

Montrose Management District
Cash Flow Report - Checking Account
As of July 8, 2013

Num	Name	Memo	Amount	Balance
Disbursements				
3640	Perdue Brandon, Fielder, Collins & Mott	Delinquent Tax Coll	(424.65)	
3641	Primer Grey	Website Refurbishment	(2,000.00)	
3642	Shooter and Lindsey, Inc.	Landscape Maintenance	(1,053.00)	
3643	Verizon Wireless	Cell Phone Expense	(80.08)	
3644	Walter P. Moore	West Montrose Mobility Study	(2,634.45)	
3645	5020 Investments Ltd	Office Lease Expense	(1,200.00)	
Wire	United States Treasury	Monthly Payroll Taxes-June	(8,528.96)	
Total Disbursements				(98,354.21)
BALANCE AS OF 7/8/2013				\$1,700.05

Montrose Management District

Account Balances

As of July 8, 2013

Financial Institution (Acct Number)	Issue Date	Maturity Date	Interest Rate	Account Balance	Notes
Fund: Operating					
Certificates of Deposit					
GREEN BANK (XXXX0169)	01/13/2013	07/15/2013	0.40 %	50,000.00	East Zone
GREEN BANK (XXXX0143)	02/14/2013	08/13/2013	0.35 %	50,000.00	East Zone
GREEN BANK (XXXX0210)	03/14/2013	09/10/2013	0.35 %	50,000.00	West Zone
TEXAS COMMUNITY BANK (XXXX0287)	03/14/2013	09/10/2013	0.35 %	50,000.00	East Zone
POST OAK BANK (XXXX0889)	04/14/2013	10/12/2013	0.30 %	50,000.00	East Zone
POST OAK BANK (XXXX0897)	04/14/2013	10/12/2013	0.30 %	50,000.00	West Zone
ICON BANK (XXXX2931)	05/10/2013	11/06/2013	0.32 %	50,000.00	East Zone
ICON BANK (XXXX2832)	05/10/2013	11/06/2013	0.32 %	50,000.00	West Zone
Money Market Funds					
COMPASS BANK-PREMIER (XXXX2019)	03/20/2012		0.20 %	370,940.60	(East Zone) Tax
COMPASS BANK-PREMIER (XXXX2086)	03/20/2012		0.20 %	672,763.22	(West Zone) Tax
Checking Account(s)					
TRADITION BANK (XXXX9069)			0.25 %	1,700.05	Checking Account
Totals for Operating Fund:				\$1,445,403.87	
Grand total for Montrose Management District:				\$1,445,403.87	

Montrose Management District
Summary of Pledged Securities

As of July 8, 2013

Financial Institution: COMPASS BANK-PREMIER		
Total CDs, MM:	\$1,043,703.82	Collateral Security Required: Yes
Less FDIC coverage:	\$250,000.00	Collateral Security Agreement On File: Yes
Total pledged securities:	\$1,240,555.49	Investment Policy Received: Yes
Ratio of pledged securities to investments:	156.29 %	
Financial Institution: GREEN BANK		
Total CDs, MM:	\$150,000.00	Collateral Security Required: No
Less FDIC coverage:	\$250,000.00	Collateral Security Agreement On File: No
Total pledged securities:	\$0.00	Investment Policy Received: Yes
Ratio of pledged securities to investments:	N/A	
Financial Institution: ICON BANK		
Total CDs, MM:	\$100,000.00	Collateral Security Required: No
Less FDIC coverage:	\$250,000.00	Collateral Security Agreement On File: No
Total pledged securities:	\$0.00	Investment Policy Received: Yes
Ratio of pledged securities to investments:	N/A	
Financial Institution: POST OAK BANK		
Total CDs, MM:	\$100,000.00	Collateral Security Required: No
Less FDIC coverage:	\$250,000.00	Collateral Security Agreement On File: No
Total pledged securities:	\$0.00	Investment Policy Received: Yes
Ratio of pledged securities to investments:	N/A	
Financial Institution: TEXAS COMMUNITY BANK		
Total CDs, MM:	\$50,000.00	Collateral Security Required: No
Less FDIC coverage:	\$250,000.00	Collateral Security Agreement On File: No
Total pledged securities:	\$0.00	Investment Policy Received: Yes
Ratio of pledged securities to investments:	N/A	
Financial Institution: TRADITION BANK (Depository Bank)		
Total CDs, MM, and Checking Accounts:	\$1,700.05	Collateral Security Required: No
Less FDIC coverage:	\$250,000.00	Collateral Security Agreement On File: Yes
Total pledged securities:	\$0.00	Investment Policy Received: Yes
Ratio of pledged securities to investments:	N/A	

Montrose Management District
Revenue & Expenditures East Zone
June 2013

	<u>Jun 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Jan - Jun 13</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
Sources of Funds									
14110 · Assessments	4,389.49	3,932.46	457.03	111.62%	425,118.55	360,066.00	65,052.55	118.07%	424,319.00
14112 · Assessment Refunds	0.00	727.33	(727.33)	0.0%	(1,046.27)	4,364.02	(5,410.29)	(23.98%)	8,728.00
14310 · Penalties & Interest	634.93	833.33	(198.40)	76.19%	4,589.93	5,000.02	(410.09)	91.8%	10,000.00
14370 · Interest Earned on Temp. Invest	0.00	16.17	(16.17)	0.0%	251.98	96.98	155.00	259.83%	194.00
14380 · Interest	0.00	2.67	(2.67)	0.0%	24.15	15.98	8.17	151.13%	32.00
14390 · Ending FY 2012 Fund Balance	3,264.25	3,264.25	0.00	100.0%	19,585.50	19,585.50	0.00	100.0%	39,171.00
Total Sources of Funds	8,288.67	8,776.21	(487.54)	94.45%	448,523.84	389,128.50	59,395.34	115.26%	482,444.00
Uses of Funds									
Business Development									
16124 · Marketing & Public Rel Director	974.94	966.42	8.52	100.88%	5,883.81	5,798.48	85.33	101.47%	11,597.00
16125 · Marketing & Public Relations	4,081.82	7,397.33	(3,315.51)	55.18%	28,729.90	44,384.02	(15,654.12)	64.73%	88,768.00
16131 · Web Site Development	0.00	384.00	(384.00)	0.0%	0.00	2,304.00	(2,304.00)	0.0%	4,608.00
16135 · Economic Development Services	0.00	1,013.33	(1,013.33)	0.0%	1,626.34	6,080.02	(4,453.68)	26.75%	12,160.00
16140 · Web Site Main./Host/I.T.	0.00	160.00	(160.00)	0.0%	0.00	960.00	(960.00)	0.0%	1,920.00
16141 · GIS Services	220.46	320.00	(99.54)	68.89%	1,001.64	1,920.00	(918.36)	52.17%	3,840.00
Total Business Development	5,277.22	10,241.08	(4,963.86)	51.53%	37,241.69	61,446.52	(24,204.83)	60.61%	122,893.00
Mobility & Transportation									
17001 · Transportation Inv. Contract	0.00	1,066.67	(1,066.67)	0.0%	0.00	6,399.98	(6,399.98)	0.0%	12,800.00
17010 · Engineering Services	0.00	2,666.67	(2,666.67)	0.0%	0.00	15,999.98	(15,999.98)	0.0%	32,000.00
17030 · Mobility Projects	0.00	4,011.25	(4,011.25)	0.0%	5,233.65	24,067.50	(18,833.85)	21.75%	48,135.00
Total Mobility & Transportation	0.00	7,744.59	(7,744.59)	0.0%	5,233.65	46,467.46	(41,233.81)	11.26%	92,935.00
Project Staffing & Admin									
16150 · Admin & Management	673.90	668.58	5.32	100.8%	4,043.40	4,011.52	31.88	100.8%	8,023.00
16160 · Reimbursable Expenses	36.37	427.83	(391.46)	8.5%	495.37	2,567.02	(2,071.65)	19.3%	5,134.00
16170 · Reimbursable Mileage	114.81	133.75	(18.94)	85.84%	870.50	802.50	68.00	108.47%	1,605.00
16180 · Postage, Deliveries	13.26	34.75	(21.49)	38.16%	102.62	208.50	(105.88)	49.22%	417.00
16190 · Printing & Reproduction	248.34	187.17	61.17	132.68%	1,445.63	1,122.98	322.65	128.73%	2,246.00
16200 · Public Notices, Advertising	0.00	213.92	(213.92)	0.0%	0.00	1,283.48	(1,283.48)	0.0%	2,567.00
16210 · Project Management	1,251.52	1,260.75	(9.23)	99.27%	7,509.12	7,564.50	(55.38)	99.27%	15,129.00
16215 · Director Of Services	2,157.00	2,157.00	0.00	100.0%	12,942.00	12,942.00	0.00	100.0%	25,884.00
16220 · Legal Services	214.78	641.83	(427.05)	33.46%	18,027.07	3,851.02	14,176.05	468.11%	7,702.00
16250 · Bookkeeping	430.00	417.17	12.83	103.08%	3,374.31	2,502.98	871.33	134.81%	5,006.00
16260 · Assess Data Mgmt & Billing Svcs	439.79	588.33	(148.54)	74.75%	4,266.86	3,530.02	736.84	120.87%	7,060.00
16270 · Office Supplies	0.00	80.25	(80.25)	0.0%	0.00	481.50	(481.50)	0.0%	963.00
16280 · Other	1.93	16.08	(14.15)	12.0%	56.09	96.52	(40.43)	58.11%	193.00
16290 · Office Lease Space	387.93	417.17	(29.24)	92.99%	2,319.03	2,502.98	(183.95)	92.65%	5,006.00
16291 · Office Equipment	29.04	66.83	(37.79)	43.45%	176.21	401.02	(224.81)	43.94%	802.00
16340 · Auditing Fees	0.00	0.00	0.00	0.0%	1,600.00	0.00	1,600.00	100.0%	3,530.00

Montrose Management District
Revenue & Expenditures East Zone
June 2013

	<u>Jun 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Jan - Jun 13</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
16530 · Insurance & Surety Bond	0.00	0.00	0.00	0.0%	2,769.07	4,849.00	(2,079.93)	57.11%	4,849.00
Total Project Staffing & Admin	5,998.67	7,311.41	(1,312.74)	82.05%	59,997.28	48,717.54	11,279.74	123.15%	96,116.00
Security and Public Safety									
15415 · Vehicle Maint. & Operations	0.00	266.67	(266.67)	0.0%	345.68	1,599.98	(1,254.30)	21.61%	3,200.00
15420 · Contract Public Safety Services	9,445.42	9,866.67	(421.25)	95.73%	54,990.46	59,199.98	(4,209.52)	92.89%	118,400.00
15425 · Mobile Camera Program	1,044.00	1,042.92	1.08	100.1%	6,529.01	6,257.48	271.53	104.34%	12,515.00
15430 · Cell Phone	65.84	48.00	17.84	137.17%	537.63	288.00	249.63	186.68%	576.00
16100 · Store Front Equipment	0.00	27.67	(27.67)	0.0%	0.00	165.98	(165.98)	0.0%	332.00
16102 · Public Safety Equipment	26.00	133.33	(107.33)	19.5%	113.78	800.02	(686.24)	14.22%	1,600.00
16110 · Graffiti Abatement	0.00	1,600.00	(1,600.00)	0.0%	9,063.82	9,600.00	(536.18)	94.42%	19,200.00
16115 · Nuisance Abatement	0.00	1,333.33	(1,333.33)	0.0%	0.00	8,000.02	(8,000.02)	0.0%	16,000.00
Total Security and Public Safety	10,581.26	14,318.59	(3,737.33)	73.9%	71,580.38	85,911.46	(14,331.08)	83.32%	171,823.00
Visual Improvements & Cultural									
16212 · Beautification Design & Install	0.00	9,715.17	(9,715.17)	0.0%	10,971.50	58,290.98	(47,319.48)	18.82%	116,582.00
16213 · Landscape Maintenance	1,053.00	1,250.00	(197.00)	84.24%	6,318.00	7,500.00	(1,182.00)	84.24%	15,000.00
16216 · Holiday Design & Install	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	19,200.00
Total Visual Improvements & Cultural	1,053.00	10,965.17	(9,912.17)	9.6%	17,289.50	65,790.98	(48,501.48)	26.28%	150,782.00
Total Uses	<u>22,910.15</u>	<u>50,580.84</u>	<u>(27,670.69)</u>	<u>45.29%</u>	<u>191,342.50</u>	<u>308,333.96</u>	<u>(116,991.46)</u>	<u>62.06%</u>	<u>634,549.00</u>
Net Ordinary Revenue	<u>(14,621.48)</u>	<u>(41,804.63)</u>	<u>27,183.15</u>	<u>34.98%</u>	<u>257,181.34</u>	<u>80,794.54</u>	<u>176,386.80</u>	<u>318.32%</u>	<u>(152,105.00)</u>
Planned Reserves	<u>(14,621.48)</u>	<u>(41,804.63)</u>	<u>27,183.15</u>	<u>34.98%</u>	<u>257,181.34</u>	<u>80,794.54</u>	<u>176,386.80</u>	<u>318.32%</u>	<u>(152,105.00)</u>

Montrose Management District
Revenue & Expenditures West Zone
June 2013

	Jun 13	Budget	\$ Over Budget	% of Budget	Jan - Jun 13	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
Sources of Funds									
14110-1 · Assessments.	8,170.14	2,365.00	5,805.14	345.46%	941,712.62	833,839.67	107,872.95	112.94%	888,245.00
14112-1 · Assessment Refunds.	582.65	1,522.67	(940.02)	38.27%	61.62	9,135.98	(9,074.36)	0.67%	18,272.00
14310-1 · Penalties & Interest.	1,876.99	1,250.00	626.99	150.16%	6,009.56	7,500.00	(1,490.44)	80.13%	15,000.00
14370-1 · Interest Earned on Temp. Inves	125.48	33.83	91.65	370.91%	295.29	203.02	92.27	145.45%	406.00
14380-1 · Interest.	0.00	5.67	(5.67)	0.0%	9.59	33.98	(24.39)	28.22%	68.00
14390-1 · Ending FY 2012 Fund Balance	6,833.25	6,833.25	0.00	100.0%	40,999.50	40,999.50	0.00	100.0%	81,999.00
Total Sources of Funds	17,588.51	12,010.42	5,578.09	146.44%	989,088.18	891,712.15	97,376.03	110.92%	1,003,990.00
Uses of Funds									
Business Development									
16124-1 · Marketing & Public Rel Dir	2,063.25	2,045.08	18.17	100.89%	12,395.47	12,270.52	124.95	101.02%	24,541.00
16125-1 · Marketing & Public Relation	8,618.18	15,719.33	(7,101.15)	54.83%	60,419.40	94,316.02	(33,896.62)	64.06%	188,632.00
16131-1 · Web Site Development.	0.00	816.00	(816.00)	0.0%	0.00	4,896.00	(4,896.00)	0.0%	9,792.00
16135-1 · Economic Development Service	0.00	2,153.33	(2,153.33)	0.0%	3,418.66	12,920.02	(9,501.36)	26.46%	25,840.00
16140-1 · Web Site Main./Host/I.T..	0.00	340.00	(340.00)	0.0%	0.00	2,040.00	(2,040.00)	0.0%	4,080.00
16141-1 · GIS Services.	466.54	680.00	(213.46)	68.61%	2,110.90	4,080.00	(1,969.10)	51.74%	8,160.00
Total Business Development	11,147.97	21,753.74	(10,605.77)	51.25%	78,344.43	130,522.56	(52,178.13)	60.02%	261,045.00
Mobility & Transportation									
17001-1 · Transportation Inv. Contract.	0.00	2,266.67	(2,266.67)	0.0%	0.00	13,599.98	(13,599.98)	0.0%	27,200.00
17010-1 · Engineering Services.	0.00	5,666.67	(5,666.67)	0.0%	0.00	33,999.98	(33,999.98)	0.0%	68,000.00
17030-1 · Mobility Projects.	0.00	8,488.75	(8,488.75)	0.0%	11,038.45	50,932.50	(39,894.05)	21.67%	101,865.00
Total Mobility & Transportation	0.00	16,422.09	(16,422.09)	0.0%	11,038.45	98,532.46	(87,494.01)	11.2%	197,065.00
Project Staffing & Admin									
16150-1 · Admin & Management	1,426.10	1,414.75	11.35	100.8%	8,556.60	8,488.50	68.10	100.8%	16,977.00
16160-1 · Reimbursable Expenses.	76.97	905.50	(828.53)	8.5%	849.93	5,433.00	(4,583.07)	15.64%	10,866.00
16170-1 · Reimbursable Mileage.	242.95	282.92	(39.97)	85.87%	1,972.04	1,697.48	274.56	116.18%	3,395.00
16180-1 · Postage, Deliveries	28.05	73.58	(45.53)	38.12%	199.40	441.52	(242.12)	45.16%	883.00
16190-1 · Printing & Reproduction	457.18	396.17	61.01	115.4%	2,835.31	2,376.98	458.33	119.28%	4,754.00
16200-1 · Public Notices , Advertising	0.00	452.75	(452.75)	0.0%	145.50	2,716.50	(2,571.00)	5.36%	5,433.00
16210-1 · Project Management	2,648.48	2,639.25	9.23	100.35%	15,890.88	15,835.50	55.38	100.35%	31,671.00
16215-1 · Director Of Services	4,564.67	4,564.67	0.00	100.0%	27,388.02	27,387.98	0.04	100.0%	54,776.00
16220-1 · Legal Services.	454.52	1,358.17	(903.65)	33.47%	36,683.34	8,148.98	28,534.36	450.16%	16,298.00
16250-1 · Bookkeeping.	910.00	882.83	27.17	103.08%	7,120.69	5,297.02	1,823.67	134.43%	10,594.00
16260-1 · Assess Data Mgmt & Billing Svc	934.55	1,245.00	(310.45)	75.06%	9,059.30	7,470.00	1,589.30	121.28%	14,940.00
16270-1 · Office Supplies.	0.00	169.75	(169.75)	0.0%	0.00	1,018.50	(1,018.50)	0.0%	2,037.00
16280-1 · Other.	4.07	33.92	(29.85)	12.0%	130.65	203.48	(72.83)	64.21%	407.00
16290-1 · Office Lease Space.	812.07	882.83	(70.76)	91.99%	4,880.97	5,297.02	(416.05)	92.15%	10,594.00
16291-1 · Office Equipment.	61.44	141.50	(80.06)	43.42%	370.91	849.00	(478.09)	43.69%	1,698.00
16340-1 · Auditing Fees.	0.00	0.00	0.00	0.0%	3,400.00	0.00	3,400.00	100.0%	7,470.00

Montrose Management District
Revenue & Expenditures West Zone
June 2013

	<u>Jun 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Jan - Jun 13</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
16530-1 · Insurance & Surety Bond.	0.00	0.00	0.00	0.0%	5,796.61	10,151.00	(4,354.39)	57.1%	10,151.00
Total Project Staffing & Admin	<u>12,621.05</u>	<u>15,443.59</u>	<u>(2,822.54)</u>	<u>81.72%</u>	<u>125,280.15</u>	<u>102,812.46</u>	<u>22,467.69</u>	<u>121.85%</u>	<u>202,944.00</u>
Security and Public Safety									
15415-1 · Vehicle Maint. & Operations.	0.00	566.67	(566.67)	0.0%	728.58	3,399.98	(2,671.40)	21.43%	6,800.00
15420-1 · Contract Public Safety Service	19,824.94	20,966.67	(1,141.73)	94.56%	115,406.76	125,799.98	(10,393.22)	91.74%	251,600.00
15425-1 · Mobile Camera Program.	2,193.50	2,207.08	(13.58)	99.39%	13,778.49	13,242.52	535.97	104.05%	26,485.00
15430-1 · Cell Phone.	139.34	102.00	37.34	136.61%	1,130.50	612.00	518.50	184.72%	1,224.00
16100-1 · Store Front Equipment.	0.00	55.67	(55.67)	0.0%	0.00	333.98	(333.98)	0.0%	668.00
16102-1 · Public Safety Equipment.	54.08	283.33	(229.25)	19.09%	237.01	1,700.02	(1,463.01)	13.94%	3,400.00
16110-1 · Graffiti Abatement.	0.00	3,400.00	(3,400.00)	0.0%	19,096.18	20,400.00	(1,303.82)	93.61%	40,800.00
16115-1 · Nuisance Abatement.	0.00	2,833.33	(2,833.33)	0.0%	0.00	17,000.02	(17,000.02)	0.0%	34,000.00
Total Security and Public Safety	<u>22,211.86</u>	<u>30,414.75</u>	<u>(8,202.89)</u>	<u>73.03%</u>	<u>150,377.52</u>	<u>182,488.50</u>	<u>(32,110.98)</u>	<u>82.4%</u>	<u>364,977.00</u>
Visual Improvements & Cultural									
16212-1 · Identification Design & Install	0.00	20,644.83	(20,644.83)	0.0%	23,220.00	123,869.02	(100,649.02)	18.75%	247,738.00
16216-1 · Holiday Design & Install.	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	40,800.00
Total Visual Improvements & Cultural	<u>0.00</u>	<u>20,644.83</u>	<u>(20,644.83)</u>	<u>0.0%</u>	<u>23,220.00</u>	<u>123,869.02</u>	<u>(100,649.02)</u>	<u>18.75%</u>	<u>288,538.00</u>
Total Uses	<u>45,980.88</u>	<u>104,679.00</u>	<u>(58,698.12)</u>	<u>43.93%</u>	<u>388,260.55</u>	<u>638,225.00</u>	<u>(249,964.45)</u>	<u>60.83%</u>	<u>1,314,569.00</u>
Net Ordinary Revenue	<u>(28,392.37)</u>	<u>(92,668.58)</u>	<u>64,276.21</u>	<u>30.64%</u>	<u>600,827.63</u>	<u>253,487.15</u>	<u>347,340.48</u>	<u>237.03%</u>	<u>(310,579.00)</u>
Planned Reserves	<u>(28,392.37)</u>	<u>(92,668.58)</u>	<u>64,276.21</u>	<u>30.64%</u>	<u>600,827.63</u>	<u>253,487.15</u>	<u>347,340.48</u>	<u>237.03%</u>	<u>(310,579.00)</u>

Montrose Management District
Revenue & Expenditures Total Zone
June 2013

	Jun 13	Budget	\$ Over Budget	% of Budget	Jan - Jun 13	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
Sources of Funds									
14110-1 · Assessments.	8,170.14	2,365.00	5,805.14	345.46%	941,712.62	833,839.67	107,872.95	112.94%	888,245.00
14110 · Assessments	4,389.49	3,932.46	457.03	111.62%	425,118.55	360,066.00	65,052.55	118.07%	424,319.00
14112-1 · Assessment Refunds.	582.65	1,522.67	(940.02)	38.27%	61.62	9,135.98	(9,074.36)	0.67%	18,272.00
14112 · Assessment Refunds	0.00	727.33	(727.33)	0.0%	(1,046.27)	4,364.02	(5,410.29)	(23.98%)	8,728.00
14310-1 · Penalties & Interest.	1,876.99	1,250.00	626.99	150.16%	6,009.56	7,500.00	(1,490.44)	80.13%	15,000.00
14310 · Penalties & Interest	634.93	833.33	(198.40)	76.19%	4,589.93	5,000.02	(410.09)	91.8%	10,000.00
14370-1 · Interest Earned on Temp. Inves	125.48	33.83	91.65	370.91%	295.29	203.02	92.27	145.45%	406.00
14370 · Interest Earned on Temp. Invest	0.00	16.17	(16.17)	0.0%	251.98	96.98	155.00	259.83%	194.00
14380-1 · Interest.	0.00	5.67	(5.67)	0.0%	9.59	33.98	(24.39)	28.22%	68.00
14380 · Interest	0.00	2.67	(2.67)	0.0%	24.15	15.98	8.17	151.13%	32.00
14390-1 · Ending FY 2012 Fund Balance	6,833.25	6,833.25	0.00	100.0%	40,999.50	40,999.50	0.00	100.0%	81,999.00
14390 · Ending FY 2012 Fund Balance	3,264.25	3,264.25	0.00	100.0%	19,585.50	19,585.50	0.00	100.0%	39,171.00
Total Sources of Funds	25,877.18	20,786.63	5,090.55	124.49%	1,437,612.02	1,280,840.65	156,771.37	112.24%	1,486,434.00
Uses of Funds									
Business Development									
16124-1 · Marketing & Public Rel Dir	2,063.25	2,045.08	18.17	100.89%	12,395.47	12,270.52	124.95	101.02%	24,541.00
16124 · Marketing & Public Rel Director	974.94	966.42	8.52	100.88%	5,883.81	5,798.48	85.33	101.47%	11,597.00
16125-1 · Marketing & Public Relation	8,618.18	15,719.33	(7,101.15)	54.83%	60,419.40	94,316.02	(33,896.62)	64.06%	188,632.00
16125 · Marketing & Public Relations	4,081.82	7,397.33	(3,315.51)	55.18%	28,729.90	44,384.02	(15,654.12)	64.73%	88,768.00
16131-1 · Web Site Development.	0.00	816.00	(816.00)	0.0%	0.00	4,896.00	(4,896.00)	0.0%	9,792.00
16131 · Web Site Development	0.00	384.00	(384.00)	0.0%	0.00	2,304.00	(2,304.00)	0.0%	4,608.00
16135-1 · Economic Development Service	0.00	2,153.33	(2,153.33)	0.0%	3,418.66	12,920.02	(9,501.36)	26.46%	25,840.00
16135 · Economic Development Services	0.00	1,013.33	(1,013.33)	0.0%	1,626.34	6,080.02	(4,453.68)	26.75%	12,160.00
16140-1 · Web Site Main./Host/I.T..	0.00	340.00	(340.00)	0.0%	0.00	2,040.00	(2,040.00)	0.0%	4,080.00
16140 · Web Site Main./Host/I.T.	0.00	160.00	(160.00)	0.0%	0.00	960.00	(960.00)	0.0%	1,920.00
16141-1 · GIS Services.	466.54	680.00	(213.46)	68.61%	2,110.90	4,080.00	(1,969.10)	51.74%	8,160.00
16141 · GIS Services	220.46	320.00	(99.54)	68.89%	1,901.64	1,920.00	(18.36)	52.17%	3,840.00
Total Business Development	16,425.19	31,994.82	(15,569.63)	51.34%	115,586.12	191,969.08	(76,382.96)	60.21%	383,938.00
Mobility & Transportation									
17001-1 · Transportation Inv. Contract.	0.00	2,266.67	(2,266.67)	0.0%	0.00	13,599.98	(13,599.98)	0.0%	27,200.00
17001 · Transportation Inv. Contract	0.00	1,066.67	(1,066.67)	0.0%	0.00	6,399.98	(6,399.98)	0.0%	12,800.00
17010-1 · Engineering Services.	0.00	5,666.67	(5,666.67)	0.0%	0.00	33,999.98	(33,999.98)	0.0%	68,000.00
17010 · Engineering Services	0.00	2,666.67	(2,666.67)	0.0%	0.00	15,999.98	(15,999.98)	0.0%	32,000.00
17030-1 · Mobility Projects.	0.00	8,488.75	(8,488.75)	0.0%	11,038.45	50,932.50	(39,894.05)	21.67%	101,865.00
17030 · Mobility Projects	0.00	4,011.25	(4,011.25)	0.0%	5,233.65	24,067.50	(18,833.85)	21.75%	48,135.00
Total Mobility & Transportation	0.00	24,166.68	(24,166.68)	0.0%	16,272.10	144,999.92	(128,727.82)	11.22%	290,000.00
Project Staffing & Admin									
16150-1 · Admin & Management	1,426.10	1,414.75	11.35	100.8%	8,556.60	8,488.50	68.10	100.8%	16,977.00
16150 · Admin & Management	673.90	668.58	5.32	100.8%	4,043.40	4,011.52	31.88	100.8%	8,023.00
16160-1 · Reimbursable Expenses.	76.97	905.50	(828.53)	8.5%	849.93	5,433.00	(4,583.07)	15.64%	10,866.00
16160 · Reimbursable Expenses	36.37	427.83	(391.46)	8.5%	495.37	2,567.02	(2,071.65)	19.3%	5,134.00
16170-1 · Reimbursable Mileage.	242.95	282.92	(39.97)	85.87%	1,972.04	1,697.48	274.56	116.18%	3,395.00
16170 · Reimbursable Mileage	114.81	133.75	(18.94)	85.84%	870.50	802.50	68.00	108.47%	1,605.00
16180-1 · Postage, Deliveries	28.05	73.58	(45.53)	38.12%	199.40	441.52	(242.12)	45.16%	883.00
16180 · Postage, Deliveries	13.26	34.75	(21.49)	38.16%	102.62	208.50	(105.88)	49.22%	417.00
16190-1 · Printing & Reproduction	457.18	396.17	61.01	115.4%	2,835.31	2,376.98	458.33	119.28%	4,754.00
16190 · Printing & Reproduction	248.34	187.17	61.17	132.68%	1,445.63	1,122.98	322.65	128.73%	2,246.00
16200-1 · Public Notices, Advertising	0.00	452.75	(452.75)	0.0%	145.50	2,716.50	(2,571.00)	5.36%	5,433.00
16200 · Public Notices, Advertising	0.00	213.92	(213.92)	0.0%	0.00	1,283.48	(1,283.48)	0.0%	2,567.00
16210-1 · Project Management	2,648.48	2,639.25	9.23	100.35%	15,890.88	15,835.50	55.38	100.35%	31,671.00
16210 · Project Management	1,251.52	1,260.75	(9.23)	99.27%	7,509.12	7,564.50	(55.38)	99.27%	15,129.00
16215-1 · Director Of Services	4,564.67	4,564.67	0.00	100.0%	27,388.02	27,387.98	0.04	100.0%	54,776.00
16215 · Director Of Services	2,157.00	2,157.00	0.00	100.0%	12,942.00	12,942.00	0.00	100.0%	25,884.00
16220-1 · Legal Services.	454.52	1,358.17	(903.65)	33.47%	36,683.34	8,148.98	28,534.36	450.16%	16,298.00

Montrose Management District
Revenue & Expenditures Total Zone
June 2013

	Jun 13	Budget	\$ Over Budget	% of Budget	Jan - Jun 13	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
16220 - Legal Services	214.78	641.83	(427.05)	33.46%	18,027.07	3,851.02	14,176.05	468.11%	7,702.00
16250-1 - Bookkeeping.	910.00	882.83	27.17	103.08%	7,120.69	5,297.02	1,823.67	134.43%	10,594.00
16250 - Bookkeeping	430.00	417.17	12.83	103.08%	3,374.31	2,502.98	871.33	134.81%	5,006.00
16260-1 - Assess Data Mgmt & Billing Svc	934.55	1,245.00	(310.45)	75.06%	9,059.30	7,470.00	1,589.30	121.28%	14,940.00
16260 - Assess Data Mgmt & Billing Svcs	439.79	588.33	(148.54)	74.75%	4,266.86	3,530.02	736.84	120.87%	7,060.00
16270-1 - Office Supplies.	0.00	169.75	(169.75)	0.0%	0.00	1,018.50	(1,018.50)	0.0%	2,037.00
16270 - Office Supplies	0.00	80.25	(80.25)	0.0%	0.00	481.50	(481.50)	0.0%	963.00
16280-1 - Other.	4.07	33.92	(29.85)	12.0%	130.65	203.48	(72.83)	64.21%	407.00
16280 - Other	1.93	16.08	(14.15)	12.0%	56.09	96.52	(40.43)	58.11%	193.00
16290-1 - Office Lease Space.	812.07	882.83	(70.76)	91.99%	4,880.97	5,297.02	(416.05)	92.15%	10,594.00
16290 - Office Lease Space	387.93	417.17	(29.24)	92.99%	2,319.03	2,502.98	(183.95)	92.65%	5,006.00
16291-1 - Office Equipment.	61.44	141.50	(80.06)	43.42%	370.91	849.00	(478.09)	43.69%	1,698.00
16291 - Office Equipment	29.04	66.83	(37.79)	43.45%	176.21	401.02	(224.81)	43.94%	802.00
16340-1 - Auditing Fees.	0.00	0.00	0.00	0.0%	3,400.00	0.00	3,400.00	100.0%	7,470.00
16340 - Auditing Fees	0.00	0.00	0.00	0.0%	1,600.00	0.00	1,600.00	100.0%	3,530.00
16530-1 - Insurance & Surety Bond.	0.00	0.00	0.00	0.0%	5,796.61	10,151.00	(4,354.39)	57.1%	10,151.00
16530 - Insurance & Surety Bond	0.00	0.00	0.00	0.0%	2,769.07	4,849.00	(2,079.93)	57.11%	4,849.00
16600 - Payroll Expenses	2,179.48	3,200.00	(1,020.52)	68.11%	13,710.66	19,200.00	(5,489.34)	71.41%	38,400.00
Total Project Staffing & Admin	20,799.20	25,955.00	(5,155.80)	80.14%	198,988.09	170,730.00	28,258.09	116.55%	337,460.00
Security and Public Safety									
15415-1 - Vehicle Maint. & Operations.	0.00	566.67	(566.67)	0.0%	728.58	3,599.98	(2,671.40)	21.43%	6,800.00
15415 - Vehicle Maint. & Operations	0.00	266.67	(266.67)	0.0%	345.68	1,599.98	(1,254.30)	21.61%	3,200.00
15420-1 - Contract Public Safety Service	19,824.94	20,966.67	(1,141.73)	94.56%	115,406.76	125,799.98	(10,393.22)	91.74%	251,600.00
15420 - Contract Public Safety Services	9,445.42	9,866.67	(421.25)	95.73%	54,990.46	59,199.98	(4,209.52)	92.89%	118,400.00
15425-1 - Mobile Camera Program.	2,193.50	2,207.08	(13.58)	99.39%	13,778.49	13,242.52	535.97	104.05%	26,485.00
15425 - Mobile Camera Program	1,044.00	1,042.92	1.08	100.1%	6,529.01	6,257.48	271.53	104.34%	12,515.00
15430-1 - Cell Phone.	139.34	102.00	37.34	136.61%	1,130.50	612.00	518.50	184.72%	1,224.00
15430 - Cell Phone	65.84	48.00	17.84	137.17%	537.63	288.00	249.63	186.68%	576.00
16100-1 - Store Front Equipment.	0.00	55.67	(55.67)	0.0%	0.00	333.98	(333.98)	0.0%	668.00
16100 - Store Front Equipment	0.00	27.67	(27.67)	0.0%	0.00	165.98	(165.98)	0.0%	332.00
16102-1 - Public Safety Equipment.	54.08	283.33	(229.25)	19.09%	237.01	1,700.02	(1,463.01)	13.94%	3,400.00
16102 - Public Safety Equipment	26.00	133.33	(107.33)	19.5%	113.78	800.02	(686.24)	14.22%	1,600.00
16110-1 - Graffiti Abatement.	0.00	3,400.00	(3,400.00)	0.0%	19,096.18	20,400.00	(1,303.82)	93.61%	40,800.00
16110 - Graffiti Abatement	0.00	1,600.00	(1,600.00)	0.0%	9,063.82	9,600.00	(536.18)	94.42%	19,200.00
16115-1 - Nuisance Abatement.	0.00	2,833.33	(2,833.33)	0.0%	0.00	17,000.02	(17,000.02)	0.0%	34,000.00
16115 - Nuisance Abatement	0.00	1,333.33	(1,333.33)	0.0%	0.00	8,000.02	(8,000.02)	0.0%	16,000.00
Total Security and Public Safety	32,793.12	44,733.34	(11,940.22)	73.31%	221,957.90	268,399.96	(46,442.06)	82.7%	536,800.00
Visual Improvements & Cultural									
16212-1 - Identification Design & Install	0.00	20,644.83	(20,644.83)	0.0%	23,220.00	123,869.02	(100,649.02)	18.75%	247,738.00
16212 - Beautification Design & Install	0.00	9,715.17	(9,715.17)	0.0%	10,971.50	58,290.98	(47,319.48)	18.82%	116,582.00
16213 - Landscape Maintenance	1,053.00	1,250.00	(197.00)	84.24%	6,318.00	7,500.00	(1,182.00)	84.24%	15,000.00
16216-1 - Holiday Design & Install.	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	40,800.00
16216 - Holiday Design & Install	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	19,200.00
Total Visual Improvements & Cultural	1,053.00	31,610.00	(30,557.00)	3.33%	40,509.50	189,660.00	(149,150.50)	21.36%	439,320.00
Total Uses	71,070.51	158,459.84	(87,389.33)	44.85%	593,313.71	965,758.96	(372,445.25)	61.44%	1,987,518.00
Net Ordinary Revenue	(45,193.33)	(137,673.21)	92,479.88	32.83%	844,298.31	315,081.69	529,216.62	267.96%	(501,084.00)
Other Revenues/Expenditures									
Other Revenue									
70000 - Assigned Operating Surplus	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	914,204.00
Total Other Revenue	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	914,204.00
Net Other Revenue	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	914,204.00

Montrose Management District
Revenue & Expenditures Total Zone
June 2013

	<u>Jun 13</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Jan - Jun 13</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
Planned Reserves	<u>(45,493.33)</u>	<u>(137,673.21)</u>	<u>92,479.88</u>	<u>32.83%</u>	<u>844,298.31</u>	<u>315,081.69</u>	<u>529,216.62</u>	<u>267.96%</u>	<u>413,120.00</u>

BLANK ROME LLP
COUNSELORS AT LAW
700 LOUISIANA
SUITE 4000
HOUSTON, TEXAS 77002-3727
(713) 228-6601 FAX: (713) 228-6605
FEDERAL TAX ID NO. 23-1311874

MONTRÖSE MANAGEMENT DISTRICT
C/O BILL CALDERON
HAWES HILL CALDERON LLP
9610 LONGPOINT
HOUSTON, TX 77005
SUITE 150

INVOICE DATE: JUNE 05, 2013
MATTER NO. 139016-00681 02752
INVOICE NO. 1299743

REGARDING: MONTRÖSE MANAGEMENT DISTRICT
CAUSE NO. 2013-20396; 1620 HAWTHORNE LTD. VS. MONTRÖSE
MANAGEMENT DISTRICT; IN THE 33RD JUDICIAL DISTRICT
COURT OF HARRIS COUNTY, TEXAS

FOR LEGAL SERVICES RENDERED THROUGH 05/31/13 \$ 484.50
FOR DISBURSEMENTS ADVANCED THROUGH 05/31/13 184.80
CURRENT INVOICE TOTAL \$ 669.30

POSTED
CHK # 3549

REMITTANCE

WIRE

MAIL

BANK NAME: Wells Fargo Bank, N.A.
ADDRESS: Philadelphia, PA 19103
ACCOUNT TITLE: Blank Rome LLP
ACCOUNT NUMBER: 2000036341050
ABA NUMBER: 121000248 (Domestic)
SWIFT CODE: WFBUS65 (International)

Blank Rome LLP
Lockbox # 8586
P.O. Box 8500
Philadelphia, PA 19178-8500

PENNSYLVANIA NEW YORK NEW JERSEY DELAWARE WASHINGTON, DC FLORIDA CALIFORNIA IOWA TEXAS HONG KONG BRANDBURG

Mr Dirt of Texas (Houston)
3669 Eastex Freeway
Houston, TX 77026
Phone (713)473-2700 Fax (713)473-2701

INVOICE# 35X01860
INV DATE 05/31/13
ACCOUNT# 229281
DUE DATE UPON RECEIPT

Please remit top portion with payment

MONTRÖSE MGMT DISTRICT
P O BOX 22167
HOUSTON, TX 77227

AMOUNT YOU
ARE PAYING
Phone#

AMOUNT 9,325.50

SERVICE ADDRESS: MONTRÖSE
MONTRÖSE (HOUSTON, TX)

DATE	LOCATION	DESCRIPTION	AMOUNT
05/01/13	MONTRÖSE	SWEEPING-FLAT SWEEP FLAT RATE 05/01/13	776.00
05/01/13	35X01860	MAIN LANES	
05/01/13	ORDER/TICKET #00010271	SWEEPING-FLAT SWEEP FLAT RATE 05/01/13	332.50
05/02/13	35X01860	ADDITIONAL LANES:	
05/02/13		BKE LANES, BKE RT, W GRAY ST	
05/02/13	ORDER/TICKET #00010289	SWEEPING-FLAT SWEEP FLAT RATE 05/15/13	776.00
05/15/13	35X01860	MAIN LANES	
05/15/13	ORDER/TICKET #00010295	SWEEPING-FLAT SWEEP FLAT RATE 05/15/13	332.50
05/15/13	35X01860	ADDITIONAL LANES:	
05/15/13		BKE LANES, BKE RT, W GRAY ST	
05/15/13	ORDER/TICKET #00010406	SWEEPING-FLAT SWEEP FLAT RATE 05/29/13	776.00
05/29/13	35X01860	MAIN LANES	
05/29/13	ORDER/TICKET #00010409	SWEEPING-FLAT SWEEP FLAT RATE 05/29/13	332.50
05/29/13	35X01860	ADDITIONAL LANES:	
05/29/13		BKE LANES, BKE RT, W GRAY ST	

POSTED
CHK # 3540

Please include the invoice number on your check.
There will be a \$50.00 charge on all returned checks.

INVR	35X01860	CURRENT	30 DAY	60 DAY	90 DAY	DATE	05/31/13
ACCT#	229281	9,325.50				PAGE	1 OF 2

PLEASE PAY
THIS AMOUNT

Approved
6/7/13

Mr Dirt of Texas (Houston)
3669 Eastex Freeway
Houston, TX 77026
Phone (713)473-2700 Fax (713)473-2701

INVOICE# 35X01860
INV DATE 05/31/13
ACCOUNT# 229281
DUE DATE UPON RECEIPT

Please remit top portion with payment

MONTRÖSE MGMT DISTRICT
P O BOX 22167
HOUSTON, TX 77227

AMOUNT YOU
ARE PAYING
Phone#

AMOUNT 9,325.50

SERVICE ADDRESS: MONTRÖSE
MONTRÖSE (HOUSTON, TX)

SERVICE ADDRESS: MONTROSE (HOUSTON, TX)							AMOUNT
DATE	DESCRIPTION						
05/31/13	LOCATION: MONTROSE ORDER/TICKET #00010509						
Please include the invoice number on your check. There will be a \$50.00 charge on all returned checks.							
INVR	35X01860	CURRENT	30 DAY	60 DAY	90 DAY	DATE	05/31/13
ACCT#	220281	9,325.50				PAGE	2 OF 2

PLEASE PAY
THIS AMOUNT 9,325.50

Greater East End Management District



Greater East End Management District
P.O. Box 230099
Houston, TX 77223-0099

713-928-9916
equiroz@greatereastend.com

Bill To
Harris County Improvement District #6
David Hawes, Executive Director
H.C.I.D. #6 (Montrose)
P.O. Box 22161-2167
Houston, TX 77227

Invoice

Date	Invoice #
05/31/2013	9-58
Terms	Due Date
Net 30	06/30/2013

POSTED
CHK # 3540

Amount Due	Enclosed
\$5,760.00	

Please detach top portion and return with your payment.

Date	Service	Activity	Quantity	Rate	Amount
05/02/2013	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 28	8	80.00	640.00
05/06/2013	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 18	8	80.00	640.00
05/09/2013	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 16	8	80.00	640.00
05/13/2013	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 27	8	80.00	640.00
05/16/2013	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 29	8	80.00	640.00
05/20/2013	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 25	8	80.00	640.00
Continue to the next page					

Date	Service	Activity	Quantity	Rate	Amount
05/23/2013	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 15	8	80.00	640.00
05/28/2013	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 31	8	80.00	640.00
05/30/2013	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 35	8	80.00	640.00
05/31/2013		Total Sites Abated: 224			
					Total \$5,760.00

AmegyBank
of Texas

CONTROL ACCOUNT
MONTROSE MD
Account Number:
XXXX XXXX 1351

VISA

ACCOUNT SUMMARY			
Account Number	XXXX XXXX 1351	Previous Balance	\$624.45
Credit Limit	\$10,000.00	Payments	\$624.45
Available Credit	\$9,190.00	Credits	\$0.00
Statement Closing Date	June 14, 2013	Purchases	\$26.69
Payment Due Date	July 04, 2013	Other Charges	\$0.00
Amount Past Due	\$0.00	Cash Advances	\$0.00
Min Payment Due	\$26.00	Finance Charge	\$0.00
Days in Billing Cycle	31	New Balance	\$26.69

TRANSACTIONS			
Trans Date	Post Date	Reference Number	Transaction Description
05/24	05/24	7476800JRK17XJR	PAYMENT - THANK YOU
TOTAL XXXXXXXXXX0000351			\$624.45

JOSHUA HAWES			
06/02	06/02	24164074T30H5W3QX	FEDEROFFICE 0002066 HOUSTON TX
06/02	06/02	24092164Y00V5W7YZ	MAILCHIMP MAILCHIMP.COM CA
TOTAL XXXXXXXXXX00003450			\$26.69

Finance Charge Summary	Daily Periodic Rate (Not Var)	Total Finance Charge	Balance Subject to Finance Charge	Annual Percentage Rate
Purchases	0.02553%	\$0.00	\$0.00	9.25%
Cash Advances	0.03629%	\$0.00	\$0.00	13.25%

See Reverse Side for Important Information About Your Account.
5543 8813 BAN 3 7 12 134614 8 PAGE 1 of 2 1.1 5096 0040 8885 01455043 4284

AmegyBank
of Texas

P.O. BOX 30833
SALT LAKE CITY UT 84138-0833

Your prompt credit, mail payment to location shown below.
Payments sent to any other location may delay crediting your account.
Please detach this portion and return it with your payment to ensure proper credit.

Make Checks Payable to:

BANKCARD CENTER
P.O. BOX 30833
SALT LAKE CITY UT 84138-0833
[Barcode]

CONTROL ACCOUNT
MONTROSE MD
Account Number:
XXXX XXXX 1351

PAYMENT INFORMATION			
Account Number	XXXX XXXX 1351	Payment Due Date	07/04/13
New Balance	\$26.69	Minimum Payment Due	\$26.00
Past Due Amount	\$0.00	Cash Enclosed	\$0.00
Total Payment Amount	\$26.69		

CONTROL ACCOUNT
MONTROSE MD
P.O. BOX 22167
HOUSTON TX 77227-2167
[Barcode]

⑆5066 0000⑆5398000000⑆21351⑆

ASE
SECURITY SOLUTIONS, LLC
P.O. Box 750624
Houston, Texas 77275-0624
Phone: 877.411.MOBL(6625) Fax:713.944.8627

Invoice Date	Invoice #
6/15/2013	1143

INVOICE

Service Location:
Autzone Montrose
2301 Montrose
Houston, TX 77006

Bill To:
Montrose Management District
Phyllis Oustline
P.O. Box 22167
Houston, TX 77227-2167

PLEASE PAY \$575.00
THIS AMOUNT
Make checks payable to: ASE Security Solutions, LLC

Have E-Mail? Please write it here:

☐ Please check box if address is incorrect or has changed, and indicate change(s) on reverse side.

ASE Security Solutions, LLC
P.O. Box 750624
Houston, Texas 77275-0624

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Description	Quantity	Unit Price	Amount	Service Dates	
				Net 30	Due Date
Standard MSU (Monthly fee)	1	425.00	425.00	07/01/2013-07/31/2013	
Standard Remote Viewing Integration (Monthly Fee)	1	150.00	150.00		
Pay online at: https://ipn.intuit.com/3njp8pm3					
			Subtotal	\$575.00	
			Sales Tax (0.0%)	\$0.00	
			Total	\$575.00	
			Payments/Credits	\$0.00	
			Balance Due	\$575.00	

THERE WILL BE A \$15 CHARGE FOR ALL RETURNED CHECKS.
\$25.00 FEE WILL BE ASSESSED ON ALL UNPAID BALANCES AFTER DUE DATE.

Billing Inquiries? Call 877-411-6625

Thank you for your business!

ASE
SECURITY SOLUTIONS, LLC
P.O. Box 750624
Houston, Texas 77275-0624
Phone: 877.411.MOBL(6625) Fax:713.944.8627

Invoice Date	Invoice #
6/15/2013	1144

INVOICE

Service Location:
Chelsea Market
4811 Montrose Blvd at Chelsea St
Houston, Texas 77006

Bill To:
Montrose Management District
Phyllis Oustline
P.O. Box 22167
Houston, TX 77227-2167

PLEASE PAY \$650.00
THIS AMOUNT
Make checks payable to: ASE Security Solutions, LLC

Have E-Mail? Please write it here:

☐ Please check box if address is incorrect or has changed, and indicate change(s) on reverse side.

ASE Security Solutions, LLC
P.O. Box 750624
Houston, Texas 77275-0624

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Description	Quantity	Unit Price	Amount	Service Dates	
				Net 30	Due Date
Standard MSU (Monthly fee)	1	500.00	500.00	07/01/2013-07/31/2013	
Wireless Remote Viewing Integration (Monthly Fee)	1	150.00	150.00		
Pay online at: https://ipn.intuit.com/cr52h4n					
			Subtotal	\$650.00	
			Sales Tax (0.0%)	\$0.00	
			Total	\$650.00	
			Payments/Credits	\$0.00	
			Balance Due	\$650.00	

THERE WILL BE A \$15 CHARGE FOR ALL RETURNED CHECKS.
\$25.00 FEE WILL BE ASSESSED ON ALL UNPAID BALANCES AFTER DUE DATE.

Billing Inquiries? Call 877-411-6625

Thank you for your business!



SECURITY SOLUTIONS, LLC
P.O. Box 750924
Houston, Texas 77275-0924
Phone: 877.411.MOBL(6625) Fax: 713.944.6627

Bill To:

Montrose Management District
Phyllis Oustline
P.O. Box 22167
Houston, TX 77227-2167

☐ Please check box if address is incorrect or has changed, and indicate change(s) on reverse side.

ASE Security Solutions, LLC
P.O. Box 750924
Houston, Texas 77275-0924

Invoice Date	Invoice #
6/15/2013	1145

INVOICE

Service Location:

Hollywood Superstore
2408 Grant St # D
Houston, TX 77006

PLEASE PAY **\$750.00**
THIS AMOUNT
Make checks payable to: ASE Security Solutions, LLC

Have E-Mail? Please write it here:

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Terms		Due Date	Service Dates	
Net 30		7/15/2013	07/01/2013-07/31/2013	
Description	Quantity	Unit Price	Amount	
Sky Cam System with four cameras (Monthly Fee)	1	600.00	600.00	
Wireless Remote Viewing Integration (Monthly Fee)	1	150.00	150.00	
Pay online at: https://ipn.intuit.com/c09947951				
<div>POSTED</div> <div>CL# 3603</div>				
THERE WILL BE A \$15 CHARGE FOR ALL RETURNED CHECKS			Subtotal	\$750.00
\$25.00 FEE WILL BE ASSESSED ON ALL UNPAID BALANCES AFTER DUE DATE.			Sales Tax (0.0%)	\$0.00
			Total	\$750.00
			Payments/Credits	\$0.00
			Balance Due	\$750.00
Billing Inquiries? Call 877-411-0625				

THERE WILL BE A \$15 CHARGE FOR ALL RETURNED CHECKS
\$25.00 FEE WILL BE ASSESSED ON ALL UNPAID BALANCES AFTER
DUE DATE.

Billing Inquiries? Call 877-411-6625

Thank you for your business!



SECURITY SOLUTIONS, LLC
P.O. Box 750924
Houston, Texas 77275-0924
Phone: 877.411.MOBL(6625) Fax: 713.944.6627

Bill To:

Montrose Management District
Phyllis Oustline
P.O. Box 22167
Houston, TX 77227-2167

☐ Please check box if address is incorrect or has changed, and indicate change(s) on reverse side.

ASE Security Solutions, LLC
P.O. Box 750924
Houston, Texas 77275-0924

Invoice Date	Invoice #
6/15/2013	1146

INVOICE

Service Location:

Uchi
904 Westheimer Rd
Houston, TX 77006

PLEASE PAY **\$687.50**
THIS AMOUNT
Make checks payable to: ASE Security Solutions, LLC

Have E-Mail? Please write it here:

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Terms		Due Date	Service Dates	
Net 30		7/15/2013	07/01/2013-07/31/2013	
Description	Quantity	Unit Price	Amount	
Standard MSU (Monthly fee)	1	500.00	500.00	
Remote Viewing Access (Monthly Fee)	1	150.00	150.00	
High Pressure Sodium Light Each Upgrade (Monthly Fee)	3	12.50	37.50	
Pay online at: https://pn.intuit.com/5p333n4				
POSTED ck # 363				
THERE WILL BE A \$15 CHARGE FOR ALL RETURNED CHECKS \$25.00 FEE WILL BE ASSESSED ON ALL UNPAID BALANCES AFTER DUE DATE.			Subtotal	\$687.50
			Sales Tax (0.0%)	\$0.00
			Total	\$687.50
			Payments/Credits	\$0.00
			Balance Due	\$687.50

Billing Inquiries? Call 877-411-6825

THERE WILL BE A \$15 CHARGE FOR ALL RETURNED CHECKS
\$25.00 FEE WILL BE ASSESSED ON ALL UNPAID BALANCES AFTER
DUE DATE.

Billing Inquiries? Call 877-411-6625

Thank you for your business!



SECURITY SOLUTIONS, LLC
P.O. Box 750924
Houston, Texas 77275-0924
Phone: 877.411.MOBL(6625) Fax: 713.944.6627

Bill To:

Montrose Management District
Phyllis Oustline
P.O. Box 22167
Houston, TX 77227-2167

☐ Please check box if address is incorrect or has changed, and indicate change(s) on reverse side.

ASE Security Solutions, LLC
P.O. Box 750924
Houston, Texas 77275-0924

Invoice Date	Invoice #
6/15/2013	1147

INVOICE

Service Location:

Walgreens - Montrose
3317 Montrose
Houston, TX 77006

PLEASE PAY **\$575.00**
THIS AMOUNT
Make checks payable to: ASE Security Solutions, LLC

Have E-Mail? Please write it here:

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Terms		Due Date		Service Dates	
Net 30		7/15/2013		07/01/2013-07/31/2013	
Description		Quantity	Unit Price	Amount	
Standard MSU (Monthly fee)		1	425.00	425.00	
Standard Remote Viewing Integration (Monthly Fee)		1	150.00	150.00	
Pay online at: https://pn.intuit.com/vr7nc8f2					
POSTED Cį					
THERE WILL BE A \$15 CHARGE FOR ALL RETURNED CHECKS				Subtotal	\$575.00
\$25.00 FEE WILL BE ASSESSED ON ALL UNPAID BALANCES AFTER DUE DATE.				Sales Tax (0.0%)	\$0.00
				Total	\$575.00
				Payments/Credits	\$0.00
				Balance Due	\$575.00

Billing Inquiries? Call 877-411-6625

THERE WILL BE A \$15 CHARGE FOR ALL RETURNED CHECKS
\$25.00 FEE WILL BE ASSESSED ON ALL UNPAID BALANCES AFTER
DUE DATE.

Billing Inquiries? Call 877-411-6625

Thank you for your business!

Bracewell & Giuliani LLP
ATTORNEYS AT LAW

P.O. Box 848666
Dallas, TX 75284-6565
713.223.2300
TAX ID 74-1024827

Remittance Page

June 7, 2013
051914
INVOICE NO: 21549191
04674

Client: Montrose Management District
Matter: General Counsel
Matter No: 051914.000001

Please Remit Total Balance Due

\$ 1,045.25

Please Return this Remittance Page with Your Payment

WIRE TRANSFER INFORMATION

Wire to: Bank of America, 901 Main Street, Dallas, Texas
Name on Account: Bracewell & Giuliani LLP
Bank Account No: 001390004197
ABA Number (For Wire Transfers Only): 026009593, (For ACH's Only): 111000025
For International Wires Also Include:
Swift Code (U.S. Funds): BOFAUS33; Swift Code (Foreign Funds): BOFAUS6S
Please include the invoice number as a reference when sending the wire.

STATEMENT FOR PROFESSIONAL SERVICES IS PAYABLE UPON PRESENTATION
INVOICE AMOUNT DUE IN UNITED STATES DOLLARS

Exchanges:
ALL RETURNS MUST BE MADE WITHIN 30 DAYS
Quotes are good for 30 days.

Dennis C Beedon
2160 Memorial Apt 516
Houston Texas 77007

INVOICE

Montrose District
5020 Montrose Blvd
Suite 311
Houston Texas 77006

Invoice # 0072013
Invoice Date 07/01/2013
Due Date 07/31/2013

Item	Description	Unit Price	Quantity	Amount
Service	Business Ambassador Contract Agreement	1,600.00	1.00	1,600.00
Subtotal				1,600.00
Total				1,600.00
Amount Paid				0.00
Balance Due				\$1,600.00

NOTES: Market Research Survey Information gathered via Survey Format
by day to day visit's to Montros Business locations

Dennis C. Beedon 6/4/13

POSTED
CLERK 3607

<http://www.aynax.com/printInvoice.php>

2/23/2013

5020 Investments, Ltd
5020 Montrose Blvd
Houston, TX 77006

STATEMENT

4957 0311
Montrose Management District
5020 Montrose Blvd
SUITE 0311
Houston, TX 77006

DATE	DESCRIPTION	ALL CHARGES	PREV PAYMENTS	CURRENT OPEN	TOTAL CHARGES
5/17/2013	PREPAID 6/13 RENT	-1,200.00	0.00	-1,200.00	-1,200.00
6/1/2013	Base Rent	1,200.00	0.00	1,200.00	1,200.00

5020 Investments, Ltd
100 Waugh Drive
Suite 150
Houston, TX 77007

Montrose Management District
5020 Montrose Blvd
Suite 311
Houston, TX 77006

STATEMENT DATE: 6/1/2013
TOTAL DUE: \$ 0.00

RETURN THIS PORTION WITH YOUR PAYMENT

5020 Investments, Ltd
100 Waugh Drive
Suite 150
Houston, TX 77007

UNIT REFERENCE : 4957 0311
STATEMENT DATE : 6/1/2013
AMOUNT DUE : \$ 0.00

BILL TO:

Montrose Management District
5020 Montrose Blvd
Suite 311
Houston, TX 77006

SEND REMITTANCE TO:

5020 Investments, Ltd
100 Waugh Drive
Suite 150
Houston, TX 77007



MUNICIPAL ACCOUNTS
& CONSULTING, LP

*Never Received
Called June 17, 2013
Waiting for Call Back*

05/01/2013

Sandra L. Kline Et. Al.
715 Oakley St
Houston, Texas 77006-5917

Our records show that we, Montrose Management District, are holding unclaimed property that may belong to you. We also have not had direct contact with you since 10/03/2011. The check or identifying number for the \$ 1,292.94 we are holding is Nbr. 2679 and the item is dated 10/14/2011.

Under Texas state law, we may be required to deliver this property to the Texas Comptroller of Public Accounts, on or before July 1, 2013 if the property is not claimed. Please complete the information below and return this letter to:

Montrose Management District
c/o Municipal Accounts & Consulting, LP
1300 Post Oak Blvd Suite 1600
Houston, TX 77056-3043

no later than 05/31/2013, so that we may meet our unclaimed property reporting obligations. Please do not forget to sign and date your response.

☒ I am entitled to the above referenced property.
Please issue a new check and mail to the following address:

*Sandra L. Kline
P.O. Box 261409
Houston, TX 77277*

☐ I am not entitled to the above referenced funds or these funds have already been paid to me.

☐ I am aware of these funds and choose not to claim them at the present time.

Sandra L. Kline
Owner Signature

315153 1788 INTRUSIANI
You may call us at 713-366-3048 if you have any questions.

Sincerely,
Ginny Giang
Ginny Giang
Montrose Management District

POSTED
CLERK 3607

713.705.5966
206.772.2054
Houston, Texas 77006
P.O. Box 271,409
Montrose, TX 77006
M&C Associates, LLC

TEXAS UNCLAIMED PROPERTY
HOLDER REPORT AND PAYMENT

Holder federal employer identification number (FEIN) 61-1641684

AGENCY USE ONLY

Holder name and address
Montrose Management District
1300 Post Oak Blvd Ste 1600
Houston, TX 77056

State of incorporation or charter
Texas

Type of incorporation or charter
REPORT DUE DATE

REPORT CONTACT
Name: Darrell Hawthorne
Phone number: 713-623-4539
Mailing address: c/o Municipal Accounts & Consulting, LP
1300 Post Oak Blvd, Suite 1600
Houston, TX 77056
E-mail address: dhawthorne@municipalaccounts.com
TAX number: 713-629-6859

CLAIMS CONTACT
Name: Darrell Hawthorne
Phone number: 713-623-4539
Mailing address: c/o Municipal Accounts & Consulting, LP
1300 Post Oak Blvd, Suite 1600
Houston, TX 77056
E-mail address: @municipalaccounts.com
TAX number: 713-629-6859

PLEASE MARK ANY CHANGES TO THE ABOVE INFORMATION

Holder's primary business activity: Property Management

SIC code:

Circle all report media used and provide report totals.
Confirmation number must be included if filing via Internet.

Form	NUMBER OF ITEMS	SHARES	CASH
Form 53-105 / 53-110			\$
Diskette (Number of diskettes)			\$
Magnetic tape/cartridge			\$
Internet (Transmission confirmation number)	4		\$ 1,035.90

The foregoing report contains a full and complete list of all property held by the undersigned from the records of the undersigned, is abandoned under the laws of the State of Texas. The property claimed is a complete and correct remittance of all accounts; the existence and location of the listed owners are unknown, and the listed owners have not asserted an act of ownership with respect to the reported property.

PAYMENT AMOUNT
\$ 1,035.90

MAIL THIS FORM WITH YOUR PAYMENT TO:
TEXAS STATE COMPTROLLER
Unclaimed Property Division
Holder Reporting Section
P.O. Box 12009
Austin, TX 78711-2019

For assistance, call 1-800-321-2274,
extension 6-6246, toll free nationwide,
or in Austin, call 512/536-6246.

sign here
Title

Bookkeeper for the District

PAYMENT FOR UNCLAIMED PROPERTY
Complete one copy for each check submitted.

1. T code 1. 9,0,1,0,0 PAYMENT
3. Deposit code 3. 5,5,2
4. Federal Employer's Identification Number (FEIN) 4. 1 611641684
5. Amount of check (Dollars and cents) 5. 1,035.90

AGENCY USE ONLY

Holder name
Montrose Management District



Officer Payroll Report

Print to PDF

Officer	Hours	Regular Hourly Rate	Hourly Compensation	Salary	Overtime
Jun-13					
Alms, Brian	30.00	\$42.00	\$1,260.00	\$0.00	\$1,260.00
Arroyo, Juan	32.00	\$42.00	\$1,344.00	\$0.00	\$1,344.00
Arroyo, Mandy	37.00	\$42.00	\$1,554.00	\$0.00	\$1,554.00
Bass, Richard	30.00	\$42.00	\$1,260.00	\$0.00	\$1,260.00
Beserra, Victor	35.00	\$42.00	\$1,470.00	\$3,500.00	\$4,970.00
Bierins, Sean	30.00	\$42.00	\$1,260.00	\$0.00	\$1,260.00
Day, Aaron	56.00	\$42.00	\$2,352.00	\$0.00	\$2,352.00
Gonzales, Ricardo	25.00	\$42.00	\$1,050.00	\$0.00	\$1,050.00
Jacquery, Lee	60.00	\$42.00	\$2,520.00	\$0.00	\$2,520.00
Laurenzo, Leon	51.00	\$42.00	\$2,142.00	\$0.00	\$2,142.00
Mabasa, Joseph	71.00	\$42.00	\$2,982.00	\$0.00	\$2,982.00
Obohenau, John	30.00	\$42.00	\$1,260.00	\$0.00	\$1,260.00
Ramos, Adalberto	49.00	\$42.00	\$2,058.00	\$0.00	\$2,058.00
Thibodeaux, Todd	30.00	\$42.00	\$1,260.00	\$0.00	\$1,260.00
Wall, Chad	29.00	\$42.00	\$1,218.00	\$0.00	\$1,218.00
Period Total	15		\$34,486.00	\$3,500.00	\$37,986.00
Grand Total	15		\$34,486.00	\$3,500.00	\$37,986.00

Felecia Alexander

From: Darrell Hawthorne
Sent: Sunday, June 30, 2013 10:19 PM
To: Felecia Alexander
Subject: Fwd: Montrose Patrol
Attachments: Montrose Patrol Pay June 2013.pdf; ATT00001.htm

Please go ahead and compile all the invoices we currently have for montrose so we can send before Sat.

Darrell Hawthorne
Consultant
Municipal Accounts & Consulting, L.P.
1300 Post Oak Blvd., Suite 1600
Houston, Tx 77056
Direct: 713-366-3052
Fax: 713-629-6859
dhawthorne@municipalaccounts.com
www.municipalaccounts.com

Begin forwarded message:

From: Josh Hawes <jhawes@hhclp.com>
Date: June 30, 2013, 21:56:57 CDT
To: Darrell Hawthorne <Dhawthorne@municipalaccounts.com>
Subject: Montrose Patrol

Here is the invoice for the patrol and I have receipts totaling \$780.36 from Victor Beserra. When the checks are ready please send them to the HHC office. Thank you, let me know if you have any questions. Also, we have a finance committee meeting tomorrow at 10am and I need the invoices that have been received.

POSTED
3421

POSTED
3424



Equi-Tax Inc.

Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

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

DATE: 06/10/2013

4310 DUNLAVY LLC
101 BERKSHIRE ST
BELLAIRE TX 77401-5309

RES A BLK 1 FOUR THOUSAND
THREE HUNDRED DUNLAVY

4310 DUNLAVY ST 236

MONTROSE MD WEST

ACCOUNT NUMBER: 94/128/648/001/0001
TAX YEAR: 2012
REF No.: 0881703

Date Processed: 06/10/2013
RECEIPT NUMBER: 94000812
DEPOSIT BATCH No.: RP130610

NOTICE OF CHANGE IN TAX LIABILITY

We have been notified by the Central Appraisal District of a change in the appraisal of your property that has resulted in a change in your tax liability for the 2012 tax year.

The explanation of the change is:

- ☐ Decrease in Appraised Value
- ☐ Exemption(s) Added
- ☐ Account was Prorated
- ☒ Account Deleted
- ☐ Rendition Penalty Waived
- ☒ Other: Cause No 2812-54018

This action has resulted in a decrease in the amount of tax you owe. Accordingly, we are issuing you a refund in the amount of \$2,765.10.

Note: Questions regarding changes in value should be directed to the CAD.

If additional information is needed, call customer service at 281.444.3946.

Very truly yours,

Kenneth R. Byrd, R.T.A.
Tax Assessor/Collector

POSTED
3421



Equi-Tax Inc.

Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

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

DATE: 06/04/2013

MARSHALL ANDRE C & JEANNETTE
2237 WROXTON RD
HOUSTON TX 77005-1535

LT 10 & TR 11A BLK 68
MONTROSE

3318 MOUNT VERNON ST

MONTROSE MD WEST

ACCOUNT NUMBER: 94/026/194/000/0010
TAX YEAR: 2011
REF No.: 0881595

Date Processed: 06/04/2013
RECEIPT NUMBER: 94000152
DEPOSIT BATCH No.: RP130604

NOTICE OF CHANGE IN TAX LIABILITY

We have been notified by the Central Appraisal District of a change in the appraisal of your property that has resulted in a change in your tax liability for the 2011 tax year.

The explanation of the change is:

- ☐ Decrease in Appraised Value
- ☐ Exemption(s) Added
- ☐ Account was Prorated
- ☒ Account Deleted
- ☐ Rendition Penalty Waived
- ☐ Other:

This action has resulted in a decrease in the amount of tax you owe. Accordingly, we are issuing you a refund in the amount of \$605.84.

Note: Questions regarding changes in value should be directed to the CAD.

If additional information is needed, call customer service at 281.444.3946.

Very truly yours,

Kenneth R. Byrd, R.T.A.
Tax Assessor/Collector

POSTED
3428



Equi-Tax Inc.
Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

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

DATE: 06/25/2013

Commercial Tax Network
8222 Antoine Dr Ste 100
Houston TX 77088

RES A BLK 1
CHELSEA MARKET

4611 MONTROSE BLVD

MONTROSE MD WEST

§00195

ACCOUNT NUMBER: 94/132/059/001/0001
TAX YEAR: 2012
REF No.: 0881738

Date Processed: 06/25/2013
RECEIPT NUMBER: 94000823
DEPOSIT BATCH No.: RF130625

NOTICE OF CHANGE IN TAX LIABILITY

We have been notified by the Central Appraisal District of a change in the appraisal of your property that has resulted in a change in your tax liability for the 2012 tax year.

The explanation of the change is:

☐ Decrease in Appraised Value
☐ Exemption(s) Added
☐ Account was Prorated
☐ Account Deleted
☐ Rendition Penalty Waived
☐ Other:

This action has resulted in a decrease in the amount of tax you owe. Accordingly, we are issuing you a refund in the amount of \$723.75.

Note: Questions regarding changes in value should be directed to the CAD.

If additional information is needed, call customer service at 281.444.3946.

Very truly yours,

Kenneth R. Byrd, R.T.A.
Tax Assessor/Collector

POSTED
CL # 3629



Equi-Tax Inc.
Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

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

DATE: 07/01/2013

Commercial Tax Network
8222 Antoine Dr Ste 100
Houston TX 77088

RES A BLK 1
CHELSEA MARKET

4611 MONTROSE BLVD

MONTROSE MD WEST

§0115

ACCOUNT NUMBER: 94/132/059/001/0001
TAX YEAR: 2011
REF No.: 0881740

Date Processed: 07/01/2013
RECEIPT NUMBER: 11103296
DEPOSIT BATCH No.: RF130701

NOTICE OF CHANGE IN TAX LIABILITY

We have been notified by the Central Appraisal District of a change in the appraisal of your property that has resulted in a change in your tax liability for the 2011 tax year.

The explanation of the change is:

☐ Decrease in Appraised Value
☐ Exemption(s) Added
☐ Account was Prorated
☐ Account Deleted
☐ Rendition Penalty Waived
☒ Other: Cause 2011-6333

This action has resulted in a decrease in the amount of tax you owe. Accordingly, we are issuing you a refund in the amount of \$512.50.

Note: Questions regarding changes in value should be directed to the CAD.

If additional information is needed, call customer service at 281.444.3946.

Very truly yours,

Kenneth R. Byrd, R.T.A.
Tax Assessor/Collector

POSTED
CL # 3629

****** OVERPAYMENT OF TAX NOTICE ******

MONTROSE MD EAST
DATE: 06/17/2013
TAX YEAR: 2012
OWNER NAME: ELMORE JERRY
ACCOUNT NUMBER: 92/052/155/001/0006
PAID BY:

ELMORE JERRY
9225 KATY FWY STE 250
HOUSTON TX 77024-1564

OVERPAYMENT: \$5.81
DEPOSIT BATCH NO.: 92-283
RECEIPT NUMBER: 92000393
CHECK NO.: 4005
DATE OF PAYMENT: 05/31/2013

LEGAL DESCRIPTION

LTS 6 7 8 & 9 BLK 1
MACDONALD

1409 MONTROSE BLVD

DISTRICT NAME OVERPAYMENT AMOUNT
MONTROSE MD EAST 5.81

REASON: paid June amount with May Postmark

AMOUNT OF CHECK: 334.06 CHECK NO: 4005
AMOUNT APPLIED: 328.27 Ref No.: PD JUNE
DIFFERENCE: 5.81
COMPLETED BY: DATE: 6-17

Refund payable to:

Address:

City: ITC275 op State: Zip: ORIGINAL

POSTED
CL # 3630

****** OVERPAYMENT OF TAX NOTICE ******

MONTROSE MD EAST
DATE: 06/17/2013
TAX YEAR: 2012
OWNER NAME: WALDROP W MATTHEW
ACCOUNT NUMBER: 92/026/149/002/0004
PAID BY:

WALDROP W MATTHEW
815 HAWTHORNE ST
HOUSTON TX 77006-3901

OVERPAYMENT: \$8.86
DEPOSIT BATCH NO.: 92-283
RECEIPT NUMBER: 92000258
CHECK NO.: 3846
DATE OF PAYMENT: 05/31/2013

LEGAL DESCRIPTION

TRS 4 & 5A BLK W23
MONTROSE

815 HAWTHORNE ST

DISTRICT NAME OVERPAYMENT AMOUNT
MONTROSE MD EAST 8.86

REASON: paid June amount with May postmark

AMOUNT OF CHECK: 509.45 CHECK NO: 3846
AMOUNT APPLIED: 500.59 Ref No.: PD JUNE
DIFFERENCE: 8.86
COMPLETED BY: DATE: 6-17

Refund payable to:

Address:

City: ITC275 op State: Zip: ORIGINAL

POSTED
CL # 3631

**** OVERPAYMENT OF TAX NOTICE ****

MONTROSE MD WEST
DATE: 06/17/2013
TAX YEAR: 2012
OWNER NAME: RICHARD S ROBBINS INVESTMENTS
ACCOUNT NUMBER: 94/129/497/001/0001
PAID BY: 650386
SHEPHERD COMMONS
5418 JOHN DREAPER DRIVE
HOUSTON TX 77056
OVERPAYMENT: \$567.98
DEPOSIT BATCH NO.: 94-170
RECEIPT NUMBER: 94000815
CHECK NO.: 1217
DATE OF PAYMENT: 05/31/2013
LEGAL DESCRIPTION
RES A BLK 1
SHEPHERD COMMONS
2015 S SHEPHERD DR

DISTRICT NAME OVERPAYMENT AMOUNT
MONTROSE MD WEST 567.98

REASON: paid July amount with May payment

AMOUNT OF CHECK: 2,812.13 CHECK NO: 1217
AMOUNT APPLIED: 2,244.15 Ref No.: PD JULY
DIFFERENCE: 567.98
COMPLETED BY: [Signature] DATE: 6-17
Refund payable to: _____
Address: _____
City: 1tc275 op State: _____ Zip: ORIGINAL

POSTED
CL # 3632



Equi-Tax Inc.
Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com 17111 Rolling Creek Drive, Suite 200, Houston, Texas 77090
P.O. Box 73108, Houston, Texas 77273
Customer Service 281.444.3946 fax 281.440.8304
DATE: 06/10/2013
SHEPHERD INV LP
1809 POST OAK BLVD
6 BLVD PLACR STE 400
HOUSTON TX 77056
LEGAL DESCRIPTION
TRS 1 & 8 &
TRS 6 & 7 BLK 4 & TRS 1 THRU 7
BLK 5 MELROSE PLACR
ABST 696 D SMITH
2075 WESTHEIMER RD

MONTROSE MD WEST

ACCOUNT NUMBER: 94/044/260/000/0001 Date Processed: 06/10/2013
TAX YEAR: 2012 RECEIPT NUMBER: 94000422
REF No.: 0881702 DEPOSIT BATCH No.: RP130610

NOTICE OF CHANGE IN TAX LIABILITY

We have been notified by the Central Appraisal District of a change in the appraisal of your property that has resulted in a change in your tax liability for the 2012 tax year.

The explanation of the change is:

[] Decrease in Appraised Value [] Account Deleted
[] Exemption(s) Added [] Rendition Penalty Waived
[] Account was Prorated [] Other: Cause No 2012-39259

This action has resulted in a decrease in the amount of tax you owe. Accordingly, we are issuing you a refund in the amount of \$1,056.92.

Note: Questions regarding changes in value should be directed to the CAD.

If additional information is needed, call customer service at 281.444.3946.

Very truly yours,

Kenneth R. Byrd, R.T.A.
Tax Assessor/Collector

POSTED
CL # 3633

Equi-Tax Inc.

Suite 200
17111 Rolling Creek Drive
Houston Texas 77090
281-444-4566

Invoice

DATE	INVOICE #
7/1/2013	45548

BILL TO
The Montrose District Hawes Hill Calderon LLP PO Box 22167 Houston TX 77227-2167

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

BILL TO:

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

Invoice #: 43014452
Date: 7/1/2013

Page: 1

DESCRIPTION	AMOUNT
Roll Management, Billing and Collections	1,374.34
Total \$1,374.34	

POSTED
CL # 3634

DATE	DESCRIPTION	AMOUNT
	Professional Consulting, Project Management & Administrative & Mgmt, Marketing & PR Mgmt, Services Mgmt, June 2013	\$15,733.17
6/5/2013	Reimbursable expenses as follows:	
	Harris County Clerk 6/10/2013	\$9.00
	Verizon - 6/20 - 7/19, 2013	\$49.38
	Verizon - J. Hawes - 6/20 - 7/19, 2013	\$49.11
	Verizon - J. Hawes - 6/20 - 7/19, 2013	\$106.19
	Mileage, R. Hill	\$46.45
	Mileage, J. Hawes	\$303.40
	GIS Mapping, P. Horton	\$687.00
	In house copies 3727 @ .15 each + 29 sets @ \$1.00 each	\$588.05
	In house postage	\$0.92
	In house color copies 158 @ .35 each	\$55.30
Sales Tax:		\$0.00
Total Amount:		\$17,628.47
Amount Applied:		\$0.00
Balance Due:		\$17,628.47

POSTED
CL # 3635

Terms: C.O.D.

Josh Hawes
TOTAL: \$ 303.40

EXPENSE DETAIL (HICID06)

DATE	CLIENT NO.	VENDOR/DESCRIPTION	QTY	U PRICE	TOT REM.	BILL
8.3.2013	MMO	Mileage to/from Montrose function	24	\$ 0.565	\$ 13.56	
8.4.2013	MMO	Mileage to/from Montrose function	24	\$ 0.565	\$ 13.56	
8.5.2013	MMO	Mileage to/from Montrose function	24	\$ 0.565	\$ 13.56	
8.6.2013	MMO	Mileage to/from Montrose function	24	\$ 0.565	\$ 13.56	
8.10.2013	MMO	Mileage to/from Montrose function	24	\$ 0.565	\$ 13.56	
8.11.2013	MMO	Mileage to/from Montrose function	24	\$ 0.565	\$ 13.56	
8.13.2013	MMO	Mileage to/from Montrose function	24	\$ 0.565	\$ 13.56	
8.14.2013	MMO	Mileage to/from Montrose function	24	\$ 0.565	\$ 13.56	
8.14.2013	MMO	Gas Card for Patrol Vehicle	0	\$ -	\$ 100.00	
8.17.2013	MMO	Mileage to/from Montrose function	24	\$ 0.565	\$ 13.56	
8.18.2013	MMO	Mileage to/from Montrose function	24	\$ 0.565	\$ 13.56	
8.19.2013	MMO	Mileage to/from Montrose function	24	\$ 0.565	\$ 13.56	
8.24.2013	MMO	Mileage to/from Montrose function	24	\$ 0.565	\$ 13.56	
8.25.2013	MMO	Mileage to/from Montrose function	24	\$ 0.565	\$ 13.56	
8.28.2013	MMO	Mileage to/from Montrose function	24	\$ 0.565	\$ 13.56	
8.28.2013	MMO	Mileage to/from Montrose function	24	\$ 0.565	\$ 13.56	
TOTAL					\$ 303.40	

WELCOME TO TIMEMISE
STORE 7001
OUR NAME IS ON THE DOOR!

02/07/10

06/14/2013 9:40:00 AM
Register: 1 Trans #: 149 Op ID: 7314
Your cashier: NGUYEN

Chevron Gift Card \$100.00 88
Subtotal = \$100.00
Tax = \$0.00
Total = \$100.00
Change Due = \$0.00

Debit \$100.00

XXXXXXXXXXXX0001021, Debit
INVOICE E/0005813
AUTH 674770
Learn how to
EARN REWARDS
with a Chevron
or Texaco
Credit Card
See application
for details

THANK YOU FOR CHOOSING KESELY...
TIMEMISE! VISIT US AT
WWW.LANDMARKJEWELRIES.COM
(OR CALL (281)719-7101)

HICID 8/11 - MONTROSE DISTRICT
HAWES HILL CALDERON LLP
PATRICK HORTON (GISHAPING)

DATE	CLIENT	DESCRIPTION	LABOR	COPIES	PAPER + INK	RESERVE COST	SIZE (SF)	ITEM TOTAL
6/3/2013	R. Lawrence	Land Use for District with Acreage, Percent, Total	1.500	0	0.00	0.00		\$0.00
6/6/2013	N. Lacasa	HPO UCR Report for District (Apr. 2013)	1.350	0	0.00	0.00		\$0.00
6/20/2013	B. Calderon	HICAD, Metro and Census Statistics for City Appl. for Parking District (Montrose and Weathermer)	1.750	0	0.00	0.00		\$0.00
TOTAL								\$0.00
Rate: \$150/hr								\$0.00
PAL								\$0.00

I certify that the above is true and correct to the best of my knowledge.

7/13
Date

Patrick L. Horton



Invoice Number Account Number Date Due Page

Summary for Josh Hawes Josh Hawes: 713-724-3862

Your Plan

Nationwide Business Talk 450
\$44.99 monthly charge
450 monthly allowance minutes
\$25 per minute after allowance

Friends & Family

M2M National Unlimited
Unlimited Mobile to Mobile

UNL Night & Weekend Min
Unlimited OFFPEAK

Email & Web Unlimited
\$25.99 monthly charge
Unlimited monthly Kibyte

Beginning on 03/24/11:
8% - Feature Discount

Beginning on 04/26/08:
08% Access Discount

Beginning on 03/10/12:
25 Bonus Minutes Available for Use Within 1 Year
25 remaining

1500 MSG Allowance+ UNL IN MSG
\$15.00 monthly charge
Unlimited monthly M2M Text
Unlimited monthly M2M Pict & Video
1500 monthly message allowance
\$ 10 per message after allowance

Have more questions about your charges?
Get details for usage charges at
vzw.com/mybusinessaccount

Monthly Charges

Nationwide Business Talk 450	06/20 - 07/19	44.99
08% Access Discount	06/20 - 07/19	-3.60
Email & Web Unlimited	06/20 - 07/19	25.99
8% - Feature Discount	06/20 - 07/19	-2.40
1500 MSG Allowance+ UNL IN MSG	06/20 - 07/19	15.00
TEC Assurance \$5.99 - Assured	06/20 - 07/19	9.99
		\$80.97

Usage and Purchase Charges

Voice	Allowance	Used	Billable	Cost
SharePlan	minutes	450	286	---
Mobile to Mobile	minutes	unlimited	181	---
Night/Weekend	minutes	unlimited	83	---
Total Voice				\$0.00

Messaging	Allowance	Used	Billable	Cost
Unlimited M2M Text	messages	unlimited	123	---
UNL M2M Pict & Video	messages	unlimited	81	---
Text, Picture & Video	messages	1500	205	---
Total Messaging				\$0.00

Data	Allowance	Used	Billable	Cost
Unlimited Usage from Previous Months	Kibytes	13,699	---	---
Current Data Usage	Kibytes	unlimited	986,306	---
Total Data				\$0.00
Total Usage and Purchase Charges				\$0.00

Verizon Wireless' Surcharges	Cost
Fed Universal Service Charge	1.54
Regulatory Charge	.16
Administrative Charge	.50
TX Franchise Surcharge	.24
Texas Universal Service	1.86
	\$4.30

Taxes, Governmental Surcharges and Fees	Cost
TX State 911 Fee	.50
TX Equalization Surcharge	.06
TX State Sales Tax	5.65
Houston City Sales Tax	.31
Houston Mts Tax	.30
	\$7.82



Invoice Number Account Number Date Due Page

Monthly Charges, continued

Total Current Charges for 713-724-3862

\$106.19



Invoice Number Account Number Date Due Page

Summary for Josh Hawes: 832-389-6941

Your Plan

Mobile Broadband 5GB
\$50.00 monthly charge
\$.25 per minute

5GB/ \$10/GB
5 monthly gigabyte allowance
\$10.00 per GB after allowance

Beginning on 01/28/11:
95% Access Discount

Have more questions about your charges?
Get details for usage charges at
vzw.com/mybusinessaccount

Monthly Charges

Mobile Broadband 5GB	06/20 - 07/19	\$0.00
95% Access Discount	06/20 - 07/19	-4.00
		\$46.00

Usage and Purchase Charges

Data	Allowance	Used	Billable	Cost
Gigabyte Usage	gigabyte	5	2	---
Total Data				\$0.00
Total Usage and Purchase Charges				\$0.00

Verizon Wireless' Surcharges

Regulatory Charge	.02
Administrative Charge	.06
	\$0.08

Taxes, Governmental Surcharges and Fees

TX State Sales Tax	2.88
Houston City Sales Tax	.46
Houston Mts Tax	.46
	\$3.80

Total Current Charges for 832-389-6941

\$49.88



Invoice Number Account Number Date Due Page

Summary for Montrose Montrose: 832-370-9191

Your Plan

Nationwide Business Talk 450
\$44.99 monthly charge
450 monthly allowance minutes
\$.25 per minute after allowance

Friends & Family

M2M National Unlimited
Unlimited Mobile to Mobile

UNL Night & Weekend Mtn
Unlimited OFFPEAK

Pay As You Use Megabyte Data
\$1.99 per megabyte

Beginning on 12/04/06:
95% Access Discount

Beginning on 03/10/13:
25 Bonus Minutes Available for Use Within 1
Year

25 remaining

Have more questions about your charges?
Get details for usage charges at
vzw.com/mybusinessaccount

Monthly Charges

Nationwide Business Talk 450	06/20 - 07/19	\$44.99
95% Access Discount	06/20 - 07/19	-3.60
		\$41.39

Usage and Purchase Charges

Voice	Allowance	Used	Billable	Cost
SharePlan	minutes	450 (shared)	42	---
Mobile to Mobile	minutes	unlimited	2	---
Night/Weekend	minutes	unlimited	84	---
Total Voice				\$0.00
Total Usage and Purchase Charges				\$0.00

Verizon Wireless' Surcharges

Fed Universal Service Charge	1.54
Regulatory Charge	.16
Administrative Charge	.90
TX Franchise Surchg	.24
Texas Universal Service	1.47
	\$4.31

Taxes, Governmental Surcharges and Fees

TX State 911 Fee	.50
TX Equalization Surcharge	.06
TX State Sales Tax	2.85
	\$3.41

Total Current Charges for 832-370-9191

\$46.11

I certify that the above is true and correct to the best of my knowledge.

Roy Hill

EXPENSE DETAIL (MONTROSE MANAGEMENT DISTRICT)									
DATE	CLIENT #	VENDOR/DESCRIPTION	QTY	U	PRICE	TOT.	REIM.	BILL.	
5/30/2013	MONTMAD	Inspection of entire District for violations	44	0.065	\$2.86	YES			
6/5/2013	MONTMAD	Posting of board of directors meeting	12	0.065	\$0.78	YES			
6/5/2013	MONTMAD	Posting for posting of directors meeting	24	0.065	\$1.56	YES			
6/5/2013	MONTMAD	Posting for posting of directors meeting	24	0.065	\$1.56	YES			
6/5/2013	MONTMAD	Posting for posting of directors meeting	24	0.065	\$1.56	YES			
TOTAL					\$6.45				

MONTROSE MANAGEMENT DISTRICT



NOTICE OF MEETING

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

Notice is hereby given that a meeting of the Board of Directors of the Montrose Management District will be held at 12:00 pm on Monday, June 10, 2013, at 401 Briarwood Street, 2nd Floor, Room 106, Houston, Texas 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. Approve minutes of meeting held May 13, 2013.
3. Receive public comments.
4. Receive District's monthly Assessment Collection Reports and Billing and Assessment Summaries, Lawsuit and Arbitration Status Details, and Delinquent Assessment Reports.
5. Receive and consider District's monthly financial report, including: pay invoices.
6. Receive Executive Director's Monthly Report on District Initiatives.
7. Receive report and recommendations from the Marketing and Business Relations committee.
 - a. Consider approval of the Business Seminar Program and establish a budget not to exceed \$1,000 per event.
 - b. Creation of a Branded Bike Rack Program and authorization to proceed with a budget not to exceed \$25,000 for remainder of 2013.
 - c. Consider approval of ad placements in area civic association e-news and printed newsletters.
 - i. East Montrose Civic Association - \$65/mo.
 - ii. First Montrose Community - \$18/mo.
 - d. Consider approval of a Holiday Decorating Program with a budget not to exceed \$3,500.
8. Convene in Executive Session pursuant to Section 551.071, Texas Government Code, to conduct a private consultation with attorney to discuss litigation, and matters related to the same.
9. Reconvene in Open Session and authorize appropriate action by legal counsel related to item 8 on the agenda.
10. Announcements.
11. Adjourn.



Bill Gibson
Executive Director

Persons with disabilities who plan to attend this meeting and would like to request auxiliary aids or services are requested to contact the District's Executive Director at 713.366.1700 at least three business days before the meeting.

7155 Old Katy Road, Suite 270
Houston, Texas 77024
713.366.0867
www.mntd.com

Invoice #: 16195
Invoice Date: 6/13/2013
Billing Period: 5/1/2013 - 5/31/2013
Project #: MON-251
Project Name: Montrose District - District Identity Marker

Josh Hawes
Montrose District
c/o Hawes Hill Calderon, LLP
P.O. Box 22167
Houston, TX 77227-2167

INVOICE

Phase	Contract Amount	% Complete	Prior Billings	This Invoice
Schematic Design	\$4,830.00	100%	\$4,830.00	\$0.00
Construction Documentation	\$14,353.00	78%	\$10,764.75	\$430.59
Construction Administration	\$4,167.00	0%	\$0.00	\$0.00
	\$23,150.00		\$15,394.75	\$430.59

Total Amount Due This Invoice: \$430.59

PAYMENTS OUTSTANDING

Invoice #	Invoice Date	Fees	Expenses	Paid to Date	Balance Due
18059	5/10/2013	\$430.59	\$0.00	\$0.00	\$430.59
		\$430.59	\$0.00	\$0.00	

Total Past Due Amount: \$430.59

Total Current + Past Due Amount: \$861.18

WORK PERFORMED THIS PERIOD

During this billing period time was spent on the following tasks:

- Attended project committee meeting
- Responded to contractor questions

POSTED
4/13/2014

Thank You!

Felecia Alexander

From: Darrell Hawthorne
Sent: Monday, July 01, 2013 6:04 PM
To: Felecia Alexander
Subject: Fwd: <no subject>

Darrell Hawthorne

Consultant
Municipal Accounts & Consulting, L.P.
1300 Post Oak Blvd., Suite 1600
Houston, Tx 77056
Direct: 713-366-3052
Fax: 713-629-6859
dhawthorne@municipalaccounts.com
www.municipalaccounts.com

Begin forwarded message:

From: "Jenny Williams" <jwilliams@earthlink.net>
To: "Darrell Hawthorne" <DHawthorne@municipalaccounts.com>
Cc: "Gretchen Larson" <glarson@hhelln.com>
Subject: <no subject>

Hello All!

This is the first month I went over my contracted minimum hours for the month. The agreement is for 25 hrs each week for a total of 100 hr a month. Each additional hour is set for \$50.00. This month my total hours for June were 128. Thus my extra billable hours is 28 hrs @ \$50.00.

I also am asking for reimbursement for materials related to the Business Workshop with Bobby Heugel. I purchase Sharpie pens and nametag labels. The receipt is attached.

Justification for June billing: conduct interviews for website (Uchi, Kay Warhol), newsletter coordination, write articles-pothole. Business Workshops, Uchi Mixer, My Montrose, upload articles from printed newsletter, photo edits, pothole/311 artwork for FB and Twitter, upload videos, Instagram set-up & photos of district, calendar details, manage weekly photo contest with B-Cycle, research for possible events related to 311/pothole campaign, updating PR strategy in regards to 'Streets of Montrose' effort, and reformatting of "recycling mixers", monthly reports/analyses, BOD/committee meetings, collateral materials for Business Workshops - including eventbrite set-up and writing all related content for all social media platforms and outreach, meetings with collaborators for Business Workshops, creating survey for Business Workshop attendees, research arts designation/art place requirements, facilitate meetings for bike racks,

Invoice # MMD-2163

7/1/13

to: montrose management district

expenses
100 hr monthly contract (bik) 2500
charities/nametag for MMD 1549
Business Workshop

for social media/marketing

services:
total hours June: 128 - 100 = 28 hrs @ \$50.00
see attachment for breakdown

hours billed 28
@ 50

subtotal 1400

reimbursements 251949
subtotal 1400
grand total 301949
interest 500.00
total with penalty 4422.100

*Penalty only applies on total due and has
your invoice is considered paid due 30 days after issue date.
25% interest is added only to payments not received
within 30 days of invoice date. Thanks!

POSTED
4/13/2014

research on writers for website and recommendations
to committee, meet with PG to discuss recommendations for updating website.

Let me know if you need anything else from me.

Best,

Jenny

STAPLES
EMP: 1605830 REG: 001 TRAM: 80156
STORE: 1880 06/09/13 10:38
REBATE RECEIPT

FRANC BOARD CHALK 0.99
#72087614001 1.00
STAPLER LAST 3PK 50LA 1.99
#3852447115 13.88
LEPOLY BINDER AS 1.00
#383177381 1.00
STAPLES STD SHEET 12.48
#103008881 6.99
STAPLING PAD 47.48



VEHICLE REGISTRATION RENEWAL NOTICE IF YOU NO LONGER OWN THIS VEHICLE PLEASE COMPLETE THE VTR 346 FORM AVAILABLE ON OUR WEB SITE AT: TxDMV.gov. Renew online @ www.txass.gov. Check this site or contact your local County Tax Office for a list of participating counties.

VEHICLE INFORMATION

LICENSE PLATE NUMBER 77NDJB
VEHICLE IDENT. NO. 1FMEU63E28UB10391
YEAR/MAKE/BODY STYLE 2008/FORD/LL
CURRENT EXP. MON YR JUL 2014

TOTAL FEE DUE (in person) \$ 64.25
IF MAILED \$ 65.25

Send bottom part of form, proof of insurance, and correct fee to your county tax office in the enclosed envelope. Make check or money order payable to your local tax assessor-collector. Allow 15 days for processing by mail. Driver's license number required on checks.

FOR QUESTIONS CALL YOUR LOCAL TAX ASSESSOR-COLLECTOR 713-368-2000

You may renew this registration for more than one year online or at your county tax office. YOUR CHECK MAY BE CONVERTED TO AN ELECTRONIC FUND TRANSFER.



CUSTOMER COPY

KEEP TOP SECTION FOR YOUR RECORDS

MAIL SECTION BELOW FOR CONVENIENT PROCESSING

VEHICLE INFORMATION
VEH. CLASS. PASS-TRK
VEH. IDENT. NO. 1FMEU63E28UB10391
YR/MAKE/BODY STYLE 2008/FORD/LL
FUEL TYPE GAS
EMPTY WEIGHT 4300
CARRYING CAPACITY 1000
GROSS WEIGHT 5300
UNIT NO.

VEHICLE OWNER NAME(S) & ADDRESS
DAVID HAWES
HARRIS COUNTY IMPROVEMENT DIST
PO BOX 22167
HOUSTON, TX 77227-2167

LICENSE NO. 77NDJB
TRUCK PLT
ISSUE THE 2014 WINDSHIELD STICKER

TOTAL FEE \$ 64.25
IF MAILED \$ 65.25

SEND THIS PART OF FORM, PROOF OF INSURANCE, & CORRECT FEE TO:

DAVID HAWES
HARRIS COUNTY IMPROVEMENT DIST
PO BOX 22167
HOUSTON, TX 77227-2167

MIKE SULLIVAN
HARRIS CNTY TAX ASSESSOR-COL
1001 PRESTON
PO BOX 4089
HOUSTON, TX 77210-4089

TEXAS REGISTRATION RECEIPT
AFTER VALIDATION, THIS RECEIPT MUST BE CARRIED IN ALL COMMERCIAL VEHICLES.

DAVID HAWES
77NDJB 07 035 64.25
1FMEU63E28UB10391 07931539680160300

UPDATE ADDRESSES HERE
OWNERS ADDRESS: RENEWAL RECIPIENT ADDRESS:

DATE PRINTED: 04/24/2013PM VER: 06 G 078656
COUNTY COPY: VTR-346A (REV 9/22/12) DHT 12819 OVER

05 NUMBER IN BOX DENOTES PLATE AGE

LICENSE NO. 77NDJB
PLT TRUCK PLT
REGIS. EXP. MON YR JUL 2014

VEH/REG CL PASS-TRK/LESS/EQL 1 TON
PLATE TYPE/STICKER TYPE TRP/WS
YEAR/MAKE/BODY STYLE 2008/FORD/LL
VEHICLE IDENT. NO. 1FMEU63E28UB10391
FUEL TYPE GAS
EMPTY WT./CARRYING CAP. 4300/1000
GROSS WEIGHT 5300
REGISTRATION FEE \$ 52.75
LOCAL FEE \$ 11.50

TOTAL-FEE \$ 64.25
IF MAILED \$ 65.25

Donate to Support TX Veterans \$
Donate \$5 (or more) to State Parks \$
Grand Total Due in Fees & Donations \$



MUNICIPAL ACCOUNTS & CONSULTING, L.P.

Montrose Management District
1300 Post Oak Blvd., Suite 1600
Houston, TX 77056

Invoice

Date	Invoice #
7/1/2013	30175



Description	Amount
Monthly Bookkeeping	1,000.00
Delivery of documents to clients	50.00
Correspond with Joth	15.00
Additional time for board meeting	70.00
Preparation of Unclaimed Property Report	90.00
Delivery	19.07
Delivery	4.00
Postage	24.84
Copies	51.50
Delivery	17.22
Mileage	7.91
Document Storage & Retention Service	6.00
Total Reimbursable Expenses	130.94
Total	\$1,335.94

PERDUE, BRANDON, FIELDER, COLLINS & MOTT LLP
Attorneys at Law
1235 North Loop West, Suite 600
Houston, Texas 77008

Bill to:

Montrose Management District E(HCID 6)
c/o Equip-Tax Inc.
P.O. Box 73109
Houston TX 77273

INVOICE #	IN00017665
DATE	6/4/2013
PAGE	1

Description	Est. Price
Professional Services rendered in the collection of delinquent taxes, penalties and interest for May 2013.	\$307.85
Total	\$307.85



100 River Pointe • Suite 240 • Conroe, Texas 77304 • Phone: 936-756-1644 • Fax: 936-756-1844

8834 N. CAPITAL OF TEXAS HIGHWAY, SUITE 150 • AUSTIN, TEXAS 78759 • 512-782-2400 • Fax 512-795-9968

1300 Post Oak Blvd. • Suite 1600 • Houston, Texas 77056 • Phone: 713-624-4559 • Fax: 713-624-6859

9206916315010723464988000010000080080000080089

WALTER P MOORE

Montrose Management District
PO Box 22167
Houston, TX, 77227-2167

Invoice # : P030613011
Project : P031300700
Project Name : Montrose Management District
Parking Study
Invoice Group : ""
Invoice Date : 06/26/2013

Attention: Bill Calderon

For Professional Services Rendered through: 5/26/2013

Total Project Fee Authorized	19,500.00
Percent Complete as of 5/26/2013	81.78
Fee Earned To Date	15,947.10
Less Previous Billings	13,312.65
Current Billing Amount	2,634.45
Amount Due this Invoice	2,634.45

For questions regarding this invoice, please contact Lynell Linton.
Telephone: 713-690-7300 Email: LLinton@walterpmoore.com

POSTED
6/27/2013

PLEASE REMIT PAYMENT TO ADDRESSES NOTED BELOW
1301 WICKWIRE, SUITE 100 HOUSTON, TEXAS 77010 PHONE: 713.690.7300 FAX: 713.690.7399

MONTROSE MANAGEMENT DISTRICT
CITY OF HOUSTON
HARRIS COUNTY, TEXAS

AGENDA MEMORANDUM

TO: Montrose Management District Board of Directors
FROM: Executive Director
SUBJECT: Agenda Item Materials

9. Receive Executive Director's Monthly Report on Action Initiatives in support of the Montrose Management District's Service Plan.

MONTROSE MANAGEMENT DISTRICT

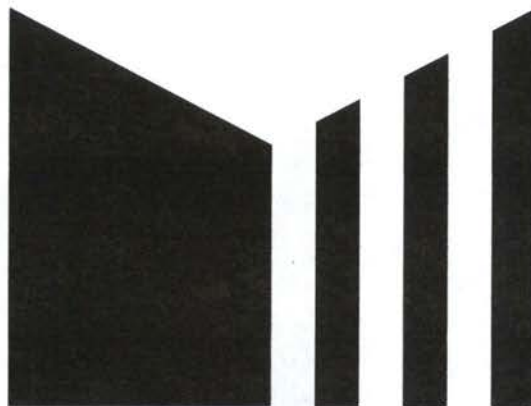
SERVICE PLAN

MONTHLY REPORT

JUNE 10 – JULY 8, 2013

COMMITTEE ACTIVITY

STAFF ACTIVITY



COMMITTEE ACTIVITY

Business and Economic Development Committee

The committee met on June 26.

Marketing and Business Relations Committee

This committee met on June 26.

Recycling and Event Planning Sub-Committees

The recycling committee did not meet during the review period.

Mobility and Visual Improvements Committee

The Mobility and Visual Improvements Committee did not meet. A meeting at NEC to discuss the status of the district banner sign was held in lieu of the committee meeting.

Public Safety Committee

The Public Safety Committee did not meet.

Finance Committee

The Finance Committee met on July 1 and reviewed District invoices and the Delinquent Assessment Report. The committee recommended the approval of District invoices.

STAFF ACTIVITY

JUNE 10 – JULY 8, 2013

Marketing and Business Relations Committee

The committee met to discuss the 2013 marketing project work plan and budget at their June 26 meeting. The committee discussion and recommendations are included in the June minutes and in the July 8 BOD meeting packet for consideration.

The next two Business Workshops Seminar workshops will be held August 11 and October 13 at the same location and time, Underbelly from 2 to 4. The 2nd workshop will feature Brian Crimmins from the city discussing the city permitting process and the 3rd workshop will feature a panel of marketing experts discussing effective marketing strategies and social media 101.

Recycling Committee

The committee has determined that they will meet as needed, rather than monthly. The next committee will be on September 3 to discuss the October 26 bi-annual event. The monthly mixers will be converted from recycling mixers to regular business mixers and staff is working on a change over for the 2014 schedule for committee consideration at an upcoming marketing meeting. The June mixer was hosted by Uchi with over 40 attendees.

Business Ambassador Program

In June the ambassadors made **119** business visits for a total of **1006** since the program began. Detailed reports of the visits are available at the district offices and the ambassadors make regular reports at the Marketing and Business Relations committee meeting each month. Staff and the ambassadors will submit a comprehensive report to the marketing committee of all businesses visited at their July meeting. The business ambassador visits continue to be well received by the businesses.

Social Media

TWITTER:

Number of total tweets from June 1 – June 30:	237
Increase in Followers for June 2013:	184
Total Followers:	1298

FACEBOOK:

Total number of 'likes': (up from 279 in May 2013)	292
Total Facebook posts for June:	46
Total page views this month:	3588
Top Five Posts (measured in reach):	

Other

Staff worked throughout the month with the website designers on various changes and updates to the district website. Staff is working with PG and Ms. Williams on an outreach action plan for dissemination of the information.

Staff is also working with our social media strategist on the PR and Marketing action plan to move all of the approved projects forward. Work includes additional actions regarding the 311 initiative, all of the arts designations and event plan, the streets of Montrose blog and the business workshops/seminars.

This Agreement is entered into as of the 8th day of July, 2013, between the **Montrose Management District (MMD)** and **Marie Cortes ("the Consultant")**.

- Independent Consultant: Subject to the terms and conditions of this Agreement, the MMD hereby engages the Consultant as an independent consultant to perform the services set forth herein, and the Consultant hereby accepts such engagement.
- Duties, Term, and Compensation: The Consultant's duties, term of engagement, compensation, and provisions for payment thereof shall be as set forth in Exhibit A, which may be amended in writing from time to time or supplemented with subsequent estimates for services to be rendered by the Consultant and agreed to by the MMD and which collectively are hereby incorporated by reference.
- Expenses: During the term of this Agreement, expenses for the time spent by the Consultant in traveling to and from MMD facilities shall not be reimbursable.
- Written Reports: The MMD may request that project plans, progress reports, and a final results report be provided by the Consultant on a periodic basis.
- Inventions: Any and all inventions, discoveries, developments, and innovations conceived by the Consultant during this engagement relative to the duties under this Agreement shall be the exclusive property of the MMD, and the Consultant hereby assigns all right, title, and interest in the same to the MMD.
- Confidentiality: The Consultant acknowledges that during the engagement he/she will have access to and become acquainted with various trade secrets, inventions, innovations, processes, information, records, and specifications owned or licensed by the MMD and/or used by the MMD in connection with the operation of its business including, without limitation, the MMD's business methods, customer lists, accounts, and procedures.

The Consultant agrees that he/she will not disclose any of the aforesaid, directly or indirectly, or use any of them in any manner, either during the term of this Agreement or at any time thereafter, except as required in the course of this engagement with the MMD.

All files, records, documents, blueprints, specifications, information, letters, notes, media lists, original artwork/creative, notebooks, and similar items relating to the business of the MMD, whether prepared by the Consultant or otherwise coming into his/her possession, shall remain the exclusive property of the MMD.

The Consultant shall not retain any copies of the foregoing without the MMD's prior written permission. Upon the expiration or earlier termination of this Agreement, or whenever requested by the MMD, the Consultant shall immediately deliver to the MMD all such files, records, documents, specifications, information, and other items in his/her possession or under his/her control.

The Consultant further agrees that he/she will not disclose his/her retention as an independent consultant or the terms of this Agreement to any person without the prior written consent of the MMD and shall at all times preserve the confidential nature of his/her relationship to the MMD and of the services hereunder.

- Conflicts of Interest; Nonhire Provision: During the term of this agreement, the Consultant shall devote as much of his/her productive time, energy, and abilities to the performance of his/her duties hereunder as is necessary to perform the required duties in a timely and productive manner. The Consultant is expressly free to perform services for other parties while performing services for the MMD.
- Termination: This agreement can be terminated by written consent of the MMD and the Consultant.
- Independent Consultant: This Agreement shall not render the Consultant an employee, partner, agent of, or joint venturer with the MMD for any purpose. The Consultant is and will remain an independent consultant in his/her relationship to the MMD.

The MMD shall not be responsible for withholding taxes with respect to the Consultant's compensation hereunder. The Consultant shall have no claim against the MMD hereunder or otherwise for vacation pay, sick leave, retirement benefits, social security, worker's compensation, health or disability benefits, unemployment insurance benefits, or employee benefits of any kind.

- Successors and Assigns: All of the provisions of this Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, if any, successors, and assigns.
- Choice of Law: The laws of the state of Texas shall govern the validity of this Agreement, the construction of its terms, and the interpretation of the rights and duties of the parties hereto.
- Arbitration: Any controversies arising out of the terms of this Agreement or its interpretation shall be settled in Texas in accordance with the rules of the American Arbitration Association, and the judgment upon award may be entered in any court having jurisdiction thereof.
- Headings: Section headings are not to be considered a part of this Agreement and are not intended to be a full and accurate description of the contents hereof.
- Waiver: Waiver by one party hereto of breach of any provision of this Agreement by the other shall not operate or be construed as a continuing waiver.
- Assignment: The Consultant shall not assign any of his/her rights under this Agreement, or delegate the performance of any of his/her duties hereunder, without the prior written consent of the MMD.
- Notices: Any and all notices, demands, or other communications required or desired to be given hereunder by any party shall be in writing and shall be validly given or made to another party if personally served or if deposited in the United States mail. If such notice or demand is served personally, notice shall be deemed constructively made at the time of such personal service. If such notice, demand, or other communication is given by mail, such notice shall be conclusively deemed given five days after deposit thereof in the United States mail addressed to the party to whom such notice, demand, or other communication is to be given as follows:

If to the Consultant: Marie Cortes
3110 Bramble Hill Court
Houston, Texas 77059

If to the MMD: Montrose Management District
5020 Montrose Blvd., Suite 311
Houston, Texas 77006

Any party hereto may change its address for purposes of this paragraph by written notice given in the manner provided above.

1. Modification or Amendment: No amendment, change, or modification of this Agreement shall be valid unless in writing signed by the parties hereto.
2. Entire Understanding: This document and any exhibit attached constitute the entire understanding and agreement of the parties, and any and all prior agreements, understandings, and representations are hereby terminated and canceled in their entirety and are of no further force and effect.
3. Unenforceability of Provisions: If any provision of this Agreement, or any portion thereof, is held to be invalid and unenforceable, then the remainder of this Agreement shall nevertheless remain in full force and effect.

IN WITNESS WHEREOF the undersigned have executed this Agreement as of the day and year first written above. The parties hereto agree that facsimile signatures shall be as effective as if originals.

Montrose Management District

Marie Cortes

By: _____
Executive Director

By: _____
Independent Consultant

EXHIBIT A

Duties, term, and compensation

DUTIES: Contractor shall assist the Executive Director and staff with compilation of the paperwork required for the District to submit an application to the Texas Commission on the Arts for a designation as a Cultural District in Houston. The scope of work includes the following:

1. The consultant will develop a list of the key community partners – non-profit organizations, governmental entities, artists, and area businesses. Gather applicable letters of support from these organizations.
2. Develop a list of key community partners to serve on the Steering Committee and create rules and procedures for the committee.
3. Create an overview of what the cultural district has to offer the community and visitors, the location of the district within the community, and the events and activities scheduled to occur in the cultural district.
4. Develop a Strategic Plan with three to five strategic goals for the cultural district, a short explanation of the goal, and the timeframe expected for completion.
5. Develop a Marketing Plan that outlines plans for marketing of the cultural district and the events and activities scheduled to occur in the district.
6. Assist with development of a management structure for the cultural district, staff, and how the decision making process for cultural district will occur. Develop job descriptions for management, marketing, information technology and artistic staff.

TERM: This engagement shall commence upon execution of this Agreement and shall continue in full force and effect through application submission. The Agreement may only be extended thereafter by mutual agreement, unless terminated earlier by operation of and in accordance with this Agreement.

COMPENSATION: As full compensation for the services rendered pursuant to this Agreement, the MMD shall pay the Contractor the sum of \$4,000 under the terms of the contract payable in installments as follows: \$1,000 upon execution of the agreement, \$1,000 due on September 1, 2013 and the balance of \$2,000 due upon submission of the application. Consultant shall invoice the MMD in accordance with these milestones.

Shift Period: Jun-13

Total Hours Worked: 595:00

Total Miles Driven 1,918

Crime Arrest Activity

Felony Arrests:	8
Misdemeanor Arrests:	64
Charges Filed:	11
Suspects in Jail:	73

Patrol Activity

Calls for Service:	289
OT Calls:	3
Incident Reports:	16
Accident Reports	3
Locations Checked:	1090

Field Activity

Parking Tickets:	3
Citations:	3
BMV Report Cards:	485
Crime Prevention:	393

Warrants

Felony Warrants:	2
Misdemeanor Warrants:	0
Qty Warrants:	24
SETCIC Warrants:	14

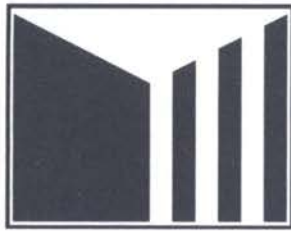
Arrest Summary

Shift Period Jun-13

Charge	# of Arrests
Affray	2
Aggravated Assault	1
Assault	2
Assault by Threat	1
Qty Warrants	8
Consumption of Alcohol on an Unlicensed Premise.	1
Criminal Mischief	1
Criminal Trespass	2
Evading Arrest	1
Failure to ID	1
Felony Warrant	1
Littering	2
Loitering with the Intent to Commit Prostitution	3
Possession of a Controlled Substance	4
Possession of Marijuana	1
Public Intoxication	31
Robbery	1
Setcic Warrant	5
Soliciting Funds in Roadway	2
Theft	2



Urinating in Public	1
Total Arrests	73



MONTROSE MANAGEMENT DISTRICT

Cleanup Update

July 2013 meeting of the Board of Directors

Staff inspected the District for overgrown vacant lots, illegal trash dumps, inoperable vehicles and abandoned houses and businesses. Reports were submitted to 311 Help Online for abatement.

Overgrown vacant lots and other violations were found in the following locations in the District:

1215 Joe Annie – Thank you for your request or comment. Your Tracking Number is: 101001047570.

1714 Ridgewood – Thank you for your request or comment. Your Tracking Number is: 101001047573.

1019 Gross – Thank you for your request or comment. Your Tracking Number is: 101001047574.

616 W. Pierce – Thank you for your request or comment. Your Tracking Number is: 101001047577.

905 Woodrow – Thank you for your request or comment. Your Tracking Number is: 101001047581.

1115 Montrose - Thank you for your request or comment. Your Tracking Number is: 101001047585.

2310 Converse - Thank you for your request or comment. Your Tracking Number is: 101001047588.

NEW CONSTRUCTION



Demolition of the house at 2047 W. Main

ILLEGAL DUMP SITES



Illegal dump in the vacant lot at Driscoll and Colquitt
Thank you for your request or comment. Your Tracking Number is: 101001047595.

- *Evidence regular reporting to the Department of Neighborhoods is doing some good*



NP sign at the American Legion building at 1216 W. Clay. Staff is unsure whether building is vacant.

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

MONTROSE DISTRICT AGENDA MEMORANDUM



TO: Montrose Management District Board of Directors
FROM: Bill Calderon, Executive Director
DATE: July 8, 2013
ITEM 10: Receive report from Marketing and Business Relations Committee

Staff note: The minutes of the committee meeting of June 26 are attached for review.

THE COMMITTEE CONSIDERED THE FOLLOWING ACTION ITEM(S):

- a. Approval of a Holiday Decorating Program with a budget not to exceed \$3,500.00.
- b. Expansion of 3-1-1 Campaign with a budget not to exceed \$1,500.00.
- c. Creation of an editorial calendar and engaging the services of professional writers for the District. Budget of \$250.00 per month.
- d. Incorporation of the Houston Arts Alliance arts event calendar feed into the district events calendar. Budget \$250.00 per month.
- e. An agreement to engage the services of Ms. Marie Cortes to assist with the planning for the Texas Committee for the Arts Cultural District Designation Program and costs associated with required public meetings, steering committee creation, mapping services, and other related matters with an estimated budget not to exceed \$7,500.00.

Committee Recommendations:

The committee recommends approval of the proposed marketing action plan items listed in a. through e. above, with the corresponding budgets as stated.

Fiscal Notes:

Funding for the recommended action items is a component of the marketing project work plan and included in the approved 2013 marketing budget.



MEMORANDUM

TO: Montrose District Board of Directors
FROM: District Executive Director
DATE: July 8, 2013
SUBJECT: Marketing and Business Relations Committee Meeting Minutes

The Marketing and Business Relations Committee met on Wednesday, June 26 at 4:00 p.m. at Tradition Bank, 5020 Montrose Blvd., Suite 311, Houston TX 77006.

Montrose District Board & Committee Members present were: Jason Ginsberg and Stathis Kafoglis.

Staff and vendors present: Marketing Director Gretchen Larson, Executive Director Bill Calderon, Social Media Strategist Lenny Williams, Business Ambassadors Dennis Beedon and Marie Cortes and Chris Valdez of Primer Grey.

Guests present: None.

THE COMMITTEE CONSIDERED THE FOLLOWING:

Review of the marketing project work plan and implementation:

- a. Updates on the Business Seminar Workshop series.
- b. Updates on the Branded Bike Rack Program.
- c. Approval of a Holiday Decorating Program with a budget not to exceed \$3,500.
- d. Expansion of 3-1-1 Campaign with a budget not to exceed \$1,500.
- e. Creation of an editorial calendar and engaging the services of professional writers for the District. Budget of \$250/mo.
- f. Incorporation of the Houston Arts Alliance arts event calendar feed into the district events calendar. Budget \$250/mo.
- g. An agreement to engage the services of Ms. Marie Cortes to assist with the planning for the Texas Committee for the Arts, Cultural District Designation Program and associated costs with, required public meetings, steering committee creation, mapping services, and other related matters with an estimated budget not to exceed \$7,500.

a. Business Seminar Program (Part 2 - August 11 and Part 3 - October 13)

Executive Director Calderon stated that the first workshop had been well received with Mr. Heugel talking about creating effective business plans. He noted that over 80 attendees were present at the first workshop. He also stated that just prior to the committee meeting he and staff met with Brian Crimmins and Peter Klomparens, from the city regarding the second workshop which would be about navigating the city permitting process. He stated that the 3rd series would feature 3 panelists who were experts in the field of marketing and social media.

b. Branded Bike Rack Program

Executive Director Calderon noted that the project had been approved by the board at their last meeting and the logistics were now being worked out. He stated that he and staff had a meeting with representatives from Bike Houston following the committee meeting to discuss next steps. He stated that a follow up to the committee would be given at the July committee meeting.

c. Holiday Decorating Program

Executive Director Calderon stated that staff had created a draft program for committee consideration and review. Staff stated that this program had been requested by committee member Llewellyn as a way to encourage holiday decorating throughout the district. Staff stated that program was a component of the marketing plan implementation and that the budget of \$3,500 was available in the approved FY 2013 marketing budget. Executive Director Calderon encouraged the committee to review the draft program and provide feedback to staff by the July committee meeting.

After discussion, the consensus of the committee was to recommend approval of the proposed program and forward to the board for consideration.

d. Expansion of 3-1-1 Campaign with a budget not to exceed \$1,500.

Executive Director Calderon stated that Board Member Robinson was no longer able to continue the "Streets of Montrose" blog due to prior commitments. He noted however, that the board wanted to continue the blog and corresponding 311 initiative. He stated that staff and the creative team proposed creating a personality that will take the place of Board Member Robinson and be an alter ego to the executive director, tentatively named Pothole Phil. Staff stated that they would test the waters with Phil by announcing him on line – letting him answer the city and others on infrastructure questions and generally be seen around the Montrose maybe walking with Pedestrian Pete, chatting with business owners and the like. Staff stated that they hoped that this could also be a win for the city since even the Mayor or her Public Works staff may visit with Phil without the responses they received via the campaign being deemed as adversarial.

Committee member Ginsberg stated that he did not care for the 311 campaign and stated that he'd prefer that the district just fix the potholes rather than Tweet about them. Executive Director Calderon stated that the 311 campaign was a high priority of the board and that the District could not repair the potholes as their services cannot supplant those of the city or their responsibility in fixing and upgrading city infrastructure.

After discussion, the consensus of the committee was to recommend approval of the proposed program and forward to the board for consideration.

e. Creation of an editorial calendar and engaging the services of professional writers for the District. Budget of \$250/mo.

Staff noted that the 2013 marketing plan includes fees for the hiring of professional writers to assist the District with our media outreach. Executive Director Calderon noted that with was a push to enhance the overall level of outreach now that the social media team was in place and a plan approved by the board. Staff noted that many of the writers who had responded thus far to our Twitter discussion, have an added bonus in that many of them have their own "following" as they also write for area newspapers, blogs, and websites. Executive Director Calderon stated that staff was recommending two articles to begin with and that a fee of \$125 per 500 word article was proposed. Staff stated that the current budget and work plan included \$250 per month and that a list of proposed writers would be returned to the committee for approval at the July meeting.

Committee Member Ginsberg stated that he had the name of some writers that he would pass along to staff. He also stated that he would still like to see a blogger with a camera interview area business owners. Staff stated that this concept was still on the list of projects under consideration and development.

After discussion, the consensus of the committee was to recommend approval of the proposed program and forward to the board for consideration.

f. Incorporation of the Houston Arts Alliance arts event calendar feed into the district events calendar. Budget \$250/mo.

Staff stated that they had found a feed for all things related to art events from the Houston Arts Alliance (HAA). They stated that social media strategist Williams was spending approximately five hours each month adding events to the district calendar manually. They stated that for \$250 per month a feed from the HAA art events calendar could be directly linked to the District event calendar. Executive Director Calderon stated that he felt freeing up Ms. Williams from this labor intensive task so that she could concentrate on additional strategy, cultivate outreach narratives, help staff manage writers, and create more content would be beneficial. Staff also stated that as the District works to establish itself as a cultural district, arts programs will be a critical component of the designation and therefore, this is an added bonus of the relationship with HAA.

After discussion, the consensus of the committee was to recommend approval of the proposed program and forward to the board for consideration.

g. An agreement to engage the services of Ms. Marie Cortes to assist with the planning for the Texas Committee for the Arts, Cultural District Designation Program and associated costs with, required public meetings, steering committee creation, mapping services, and other related matters with an estimated budget not to exceed \$7,500.

Executive Director Calderon presented the program to the committee stating that the concept to pursue the designation had already been recommended by the committee and approved by the board. He stated that Ms. Cortes was being recommended to assist him and staff with the application process because of her expertise in the arts arena. Fees for her services would be \$4,000 and the remaining budget of \$3,500 would be for such items as required public hearings and related services and materials in support of the application, including GIS mapping. Staff noted that money had been designated in the 2013 approved project work plan for this program.

After discussion, the consensus of the committee was to recommend approval of the proposed program and forward to the board for consideration.

Adjourn

There being no further business to discuss the meeting adjourned at 5:45 p.m.

HOLIDAY DECORATING CONTEST

PURPOSE

The District recognizes the importance of holiday shoppers to the District businesses and wants to encourage holiday decorating in the District. Holiday decorations are a great way to drive holiday shoppers to our District area, increase a sense of community during the holidays, and reinforce the brand of the District area.

IMPLEMENTATION

In order to encourage holiday decorating, the District has created a Holiday Decorating Contest. The contest will take place in December leading up to the holidays and be judged by a judging committee of 3 community members as selected by the Marketing and Business Relations Committee and the Board of Directors.

Registration forms will be provided for the businesses and an online registration page will be created to allow for online registration. We want businesses to register, so that the judging committee is aware of the businesses that are participating in the contest.

FEES

There will be no entry fee for registration. We will require registration only as a means to track participation.

ELIGIBLE BUSINESSES

All Businesses within the District boundaries are eligible for participation. Boundary maps are provided on the District Website. The business must be open to the public and have regular business hours.

Only businesses that have submitted a registration form either online or delivered to the District office will be included in the judging.

JUDGING CRITERIA

Judging criteria include:

- Creativity and Originality
- Best Expression of Theme
- Best Use of Lighting
- Best Use of Available Space
- Overall Design Quality and Presentation

JUDGING PROCESS

The judging will take place over three days in mid-December to allow for time to visit each business. Judges will receive business names and addresses by December 10th. The judges will be supplied with judging forms that include business name, criteria ranking, and date judged. The forms must be signed and submitted back to the District staff and Board of Directors by December 16th.

Each person on the judging committee will judge each business. The criteria ratings from each business will be combined and averaged per judge then all three averages from each judge will be combined and averaged to give

an overall score. For ties, the winner will be determined by the most 5's given on the criteria. If there is still a tie, the judges must discuss the winners and make a determination amongst the judging committee.

Most creative will be determined by a vote for most creative by each judge. In the event of a tie, the judges must discuss the winner and make a determination amongst the judging committee.

PRIZES

To increase the incentive to participate in the Holiday Decorating Contest, the District will give out 3 levels of prizes to the winning businesses. All winning businesses will receive plaques commemorating their participation and winning of the Holiday Decorating Contest.

- 1st Prize - \$500
- 2nd Prize - \$250
- Most Creative - \$150

BENEFITS OF PROGRAM

This program is aimed at benefiting several parties: the businesses, the community, and the District as a whole.

The Businesses – The businesses will benefit from the increased traffic of holiday shoppers to the District. The Holiday Decorating Content will be publicized through all available channels in order to drive shoppers to the area.

The Community – The community is always a benefactor of positive programs and having a holiday decorating program shows a sense of community and togetherness for the businesses. The community members get to experience a festive environment throughout the holidays.

The District – As in all successful Districts, a program like the Holiday Decorating Contest drives the District brand and increases recognition for the area. As the Holiday Decorating Contest develops over several years, the District will gain a reputation for holiday decorations, creating a place of interest for the holidays and this in turn, brings more patrons to the area businesses.

Details

ELIGIBLE BUSINESSES

All Businesses within the District boundaries are eligible for participation. Boundary maps are provided on the District Website. The business must be open to the public and have regular business hours.

Only businesses that have submitted a registration form either online or delivered to the District office will be included in the judging.

JUDGING CRITERIA

Judging criteria include:

- Creativity and Originality
- Best Expression of Theme
- Best Use of Lighting
- Best Use of Available Space
- Overall Design Quality and Presentation

IMPORTANT DATES

December 1st - Registration forms must be submitted

December 10th – Business must be decorated

December 13th – 15th – Businesses will be judged

December 18th – Winners will be announced

PRIZES

All winning businesses will receive plaques commemorating participation and winning of the Holiday Decorating Contest.

- 1st Prize - \$500
- 2nd Prize - \$250
- Most Creative - \$150

HOLIDAY DECORATING CONTEST SIGN-UP FORM

Business Name: _____

Business Description: _____

Business Address: _____

Business Telephone: _____ Business Email: _____

Holiday Theme (if applicable): _____

Special Notes: _____

HOLIDAY DECORATING CONTEST

Judging Form

JUDGE NAME: _____ JUDGE PHONE: _____

Please list the business name and address in the first column and give the business a ranking of 1 to 5, 5 being best in the 5 criteria. If you feel the business should be a candidate for Most Creative, place a check mark in Most Creative Column. Finally, list the date you judged that particular business.

[illegible]

HOLIDAY DECORATING CONTEST

Judging Form

JUDGE NAME: _____ JUDGE PHONE: _____

Please list the business name and address in the first column and give the business a ranking of 1 to 5, 5 being best in the 5 criteria. If you feel the business should be a candidate for Most Creative, place a check mark in Most Creative Column. Finally, list the date you judged that particular business.

[illegible]

This Agreement is entered into as of the 8th day of July, 2013, between the **Montrose Management District (MMD)** and **Marie Cortes ("the Consultant")**.

- Independent Consultant: Subject to the terms and conditions of this Agreement, the MMD hereby engages the Consultant as an independent consultant to perform the services set forth herein, and the Consultant hereby accepts such engagement.
- Duties, Term, and Compensation: The Consultant's duties, term of engagement, compensation, and provisions for payment thereof shall be as set forth in Exhibit A, which may be amended in writing from time to time or supplemented with subsequent estimates for services to be rendered by the Consultant and agreed to by the MMD and which collectively are hereby incorporated by reference.
- Expenses: During the term of this Agreement, expenses for the time spent by the Consultant in traveling to and from MMD facilities shall not be reimbursable.
- Written Reports: The MMD may request that project plans, progress reports, and a final results report be provided by the Consultant on a periodic basis.
- Inventions: Any and all inventions, discoveries, developments, and innovations conceived by the Consultant during this engagement relative to the duties under this Agreement shall be the exclusive property of the MMD, and the Consultant hereby assigns all right, title, and interest in the same to the MMD.
- Confidentiality: The Consultant acknowledges that during the engagement he/she will have access to and become acquainted with various trade secrets, inventions, innovations, processes, information, records, and specifications owned or licensed by the MMD and/or used by the MMD in connection with the operation of its business including, without limitation, the MMD's business methods, customer lists, accounts, and procedures.

The Consultant agrees that he/she will not disclose any of the aforesaid, directly or indirectly, or use any of them in any manner, either during the term of this Agreement or at any time thereafter, except as required in the course of this engagement with the MMD.

All files, records, documents, blueprints, specifications, information, letters, notes, media lists, original artwork/creative, notebooks, and similar items relating to the business of the MMD, whether prepared by the Consultant or otherwise coming into his/her possession, shall remain the exclusive property of the MMD.

The Consultant shall not retain any copies of the foregoing without the MMD's prior written permission. Upon the expiration or earlier termination of this Agreement, or whenever requested by the MMD, the Consultant shall immediately deliver to the MMD all such files, records, documents, specifications, information, and other items in his/her possession or under his/her control.

The Consultant further agrees that he/she will not disclose his/her retention as an independent consultant or the terms of this Agreement to any person without the prior written consent of the MMD and shall at all times preserve the confidential nature of his/her relationship to the MMD and of the services hereunder.

- Conflicts of Interest; Nonhire Provision: During the term of this agreement, the Consultant shall devote as much of his/her productive time, energy, and abilities to the performance of his/her duties hereunder as is necessary to perform the required duties in a timely and productive manner. The Consultant is expressly free to perform services for other parties while performing services for the MMD.
- Termination: This agreement can be terminated by written consent of the MMD and the Consultant.
- Independent Consultant: This Agreement shall not render the Consultant an employee, partner, agent of, or joint venturer with the MMD for any purpose. The Consultant is and will remain an independent consultant in his/her relationship to the MMD.

The MMD shall not be responsible for withholding taxes with respect to the Consultant's compensation hereunder. The Consultant shall have no claim against the MMD hereunder or otherwise for vacation pay, sick leave, retirement benefits, social security, worker's compensation, health or disability benefits, unemployment insurance benefits, or employee benefits of any kind.

- Successors and Assigns: All of the provisions of this Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, if any, successors, and assigns.
- Choice of Law: The laws of the state of Texas shall govern the validity of this Agreement, the construction of its terms, and the interpretation of the rights and duties of the parties hereto.
- Arbitration: Any controversies arising out of the terms of this Agreement or its interpretation shall be settled in Texas in accordance with the rules of the American Arbitration Association, and the judgment upon award may be entered in any court having jurisdiction thereof.
- Headings: Section headings are not to be considered a part of this Agreement and are not intended to be a full and accurate description of the contents hereof.
- Waiver: Waiver by one party hereto of breach of any provision of this Agreement by the other shall not operate or be construed as a continuing waiver.
- Assignment: The Consultant shall not assign any of his/her rights under this Agreement, or delegate the performance of any of his/her duties hereunder, without the prior written consent of the MMD.
- Notices: Any and all notices, demands, or other communications required or desired to be given hereunder by any party shall be in writing and shall be validly given or made to another party if personally served or if deposited in the United States mail. If such notice or demand is served personally, notice shall be deemed constructively made at the time of such personal service. If such notice, demand, or other communication is given by mail, such notice shall be conclusively deemed given five days after deposit thereof in the United States mail addressed to the party to whom such notice, demand, or other communication is to be given as follows:

If to the Consultant: Marie Cortes
3110 Bramble Hill Court
Houston, Texas 77059

If to the MMD: Montrose Management District
5020 Montrose Blvd., Suite 311
Houston, Texas 77006

Any party hereto may change its address for purposes of this paragraph by written notice given in the manner provided above.

1. Modification or Amendment: No amendment, change, or modification of this Agreement shall be valid unless in writing signed by the parties hereto.
2. Entire Understanding: This document and any exhibit attached constitute the entire understanding and agreement of the parties, and any and all prior agreements, understandings, and representations are hereby terminated and canceled in their entirety and are of no further force and effect.
3. Unenforceability of Provisions: If any provision of this Agreement, or any portion thereof, is held to be invalid and unenforceable, then the remainder of this Agreement shall nevertheless remain in full force and effect.

IN WITNESS WHEREOF the undersigned have executed this Agreement as of the day and year first written above. The parties hereto agree that facsimile signatures shall be as effective as if originals.

Montrose Management District

Marie Cortes

By: _____
Executive Director

By: _____
Independent Consultant

EXHIBIT A

Duties, term, and compensation

DUTIES: Contractor shall assist the Executive Director and staff with compilation of the paperwork required for the District to submit an application to the Texas Commission on the Arts for a designation as a Cultural District in Houston. The scope of work includes the following:

1. The consultant will develop a list of the key community partners – non-profit organizations, governmental entities, artists, and area businesses. Gather applicable letters of support from these organizations.
2. Develop a list of key community partners to serve on the Steering Committee and create rules and procedures for the committee.
3. Create an overview of what the cultural district has to offer the community and visitors, the location of the district within the community, and the events and activities scheduled to occur in the cultural district.
4. Develop a Strategic Plan with three to five strategic goals for the cultural district, a short explanation of the goal, and the timeframe expected for completion.
5. Develop a Marketing Plan that outlines plans for marketing of the cultural district and the events and activities scheduled to occur in the district.
6. Assist with development of a management structure for the cultural district, staff, and how the decision making process for cultural district will occur. Develop job descriptions for management, marketing, information technology and artistic staff.

TERM: This engagement shall commence upon execution of this Agreement and shall continue in full force and effect through application submission. The Agreement may only be extended thereafter by mutual agreement, unless terminated earlier by operation of and in accordance with this Agreement.

COMPENSATION: As full compensation for the services rendered pursuant to this Agreement, the MMD shall pay the Contractor the sum of \$4,000 under the terms of the contract payable in installments as follows: \$1,000 upon execution of the agreement, \$1,000 due on September 1, 2013 and the balance of \$2,000 due upon submission of the application. Consultant shall invoice the MMD in accordance with these milestones.