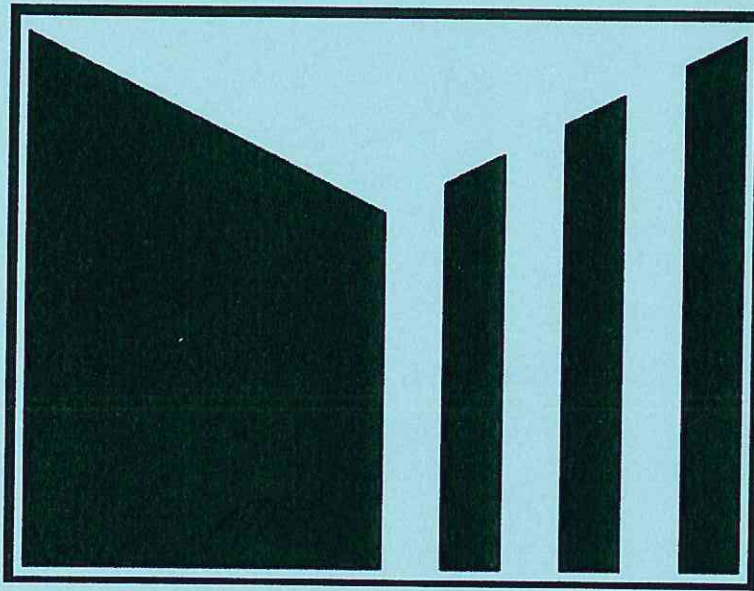


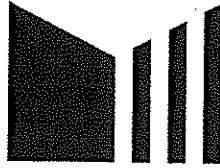
MONTROSE MANAGEMENT DISTRICT



Agenda and Agenda Materials
Meeting of the Board of Directors

December 9, 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, December 9, 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 November 11, 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. Accept Hearing Examiner's Report and Proposal for Decision for the 2013 Supplemental Assessment Hearing for HCID #6;
6. Accept Hearing Examiner's Report and Proposal for Decision for the 2013 Supplemental Assessment Hearing for HCID #11;
7. Adopt Order Supplementing Assessment Roll, Levying Assessments Against the Property on the Supplemental Assessment Roll for the Remainder of the 10-Year Period, and Setting the Assessment Rate for the Year 2013 for HCID #6.
8. Adopt Order Supplementing Assessment Roll, Levying Assessments Against the Property on the Supplemental Assessment Roll for the Remainder of the 10-Year Period, and Setting the Assessment Rate for the Year 2013 for HCID #11.
9. Receive and consider District's monthly financial report, including; pay invoices.
10. Receive Executive Director's Monthly Report on District initiatives.
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. Receive Nominations Committee recommendation for reappointment and appointment of expired positions to the Board of Directors.
14. Announcements.
15. 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) 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 November 11, 2013.

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

November 11, 2013

Determine quorum; call to order.

The Board of Directors of the Montrose Management District held a meeting on Monday, November 11, 2013, at 12:00 noon at 401 Branard Street, 2nd Floor, Room 106, Houston, TX 77006, inside the boundaries of the District, and open to the public. Chairman Wynn called the meeting to order at 12:00 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, <i>Secretary</i>	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: Vacant
Position 8: Robert Jara	

and all of the above were present, thus constituting a quorum. Also present at the meeting were Bill Calderon, Susan Hill, Josh Hawes, Gretchen Larson, all of Hawes Hill Calderon, L.L.P.; Ray Lawrence, Lawrence & Associates; Clark Lord, Bracewell & Guiliani, L.L.P.; Patricia Hall, Equi-Tax, Inc.; and Darrell Hawthorne, Municipal Accounts and Consulting, L.P. Others present were Dennis Beeden, District business ambassador; Tawny Tidwell, District social media; Chris Valdez, Primer Grey; Eugene Nosal and Ray Valdez, Avondale Association; Zach Castillo and Caleb McCord, ASE Security Solutions; Cody Lutsch, Fat Property; Officer Victor Beserra, Houston Police Department; and Randall Ellis.

Approve minutes of meeting held October 14, 2013.

Upon a motion made by Director Mitchmore and being seconded by Director Stinson, the board voted to approve the minutes of October 14, 2013, as presented.

Receive public comments.

There were no public comments.

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. He also distributed the quarterly investment report, a copy of which is attached to these minutes as Exhibit A. Mr. Calderón confirmed that the Finance Committee reviewed the report and invoices and recommended approval. The Finance Committee's

report is attached to these minutes as Exhibit B. Upon a motion duly made by Director Robinson and being seconded by Director Mitchmore, the board voted unanimously to approve the Montrose Management District's monthly financial report and pay invoices.

Receive Executive Director's Report on District Initiatives.

Mr. Calderon presented the Service Plan report, offering highlights of activities noted in the written report contained in the board agenda materials. He announced that reservations have filled for the real estate forum scheduled for tomorrow at La Colombe d'Or Hotel. He distributed a copy of the marketing booklet, *Montrose District, Houston's Favorite Destination*, attached to these minutes as Exhibit C. The booklet will be presented to forum registrants. Chairman Wynn stated that the Business and Economic Development Committee plans to offer at least two forums a year, one devoted to real estate development and another to retail development. With regard to the Visual Improvements Committee, Mr. Calderon met twice since the last meeting and will present an action item later on the agenda. He briefly highlighted the results of the remaining committee meetings held during the month. He called the board's attention to the social media statistics report contained in the board's agenda materials.

Consider approval of Fiscal Year 2014 budget for the District.

Mr. Calderón reviewed the budget presented to the Finance Committee and subsequently recommended for approval after rigorous review. Finance Committee Chairwoman Hubbard thanked the District's various committees for submitting their detailed budget proposals in timely fashion. Mr. Calderón went over differences between this year's financial performance compared to the estimates for the coming fiscal year. He responded to questions from the board regarding funding of certain line items. Following general discussion, Director Llewellyn offered a motion to approve the budget as presented; Director Grover seconded. The board voted unanimously to approve the budget for FY 2014.

Consider recommendation from Public Safety Committee to lease two new vehicles for security patrol; authorize execution of related documents.

Mr. Calderón submitted the Public Safety Committee's recommendation to lease rather than purchase new security vehicles to replace the current aging security vehicles. He distributed the committee's written report, a copy of which is attached to these minutes as Exhibit D. Director Heugel suggested that the District publicize the acquisition of new vehicles by post card to assessment payers and businesses. Upon motion by Director Llewellyn, seconded by Director Nagar, the board voted unanimously to authorize Mr. Calderón to negotiate and appropriate lease for two new security vehicles. Officer Beserra provided the crime incident report for October, noting that criminal activity has gone down since the previous period. He recounted several anecdotes regarding crime occurrences in commercial and residential areas.

Consider approval of Advance Funding Agreement between Texas Department of Transportation and the District related to relighting of the six bridges over US Hwy 59.

The board next discussed the Advance Funding Agreement Mr. Calderón

presented for their consideration. He explained the rationale and content of the agreement. Upon motion made by Director Hubbard, seconded by Director Stinson, the board voted to approve the agreement.

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

Ms. Hall went over the assessment collection reports and related documents for October. Mr. Calderón added that the hearings with regard to supplementing the assessment rolls of both district zones were held earlier this month; no members of the public attended. The board will receive the hearing examiner's report and proposals for orders supplementing the assessment rolls and setting the assessment rates at the December board meeting.

Consider recommendation from the Mobility and Visual Improvements Committee on:

- a. Engagement of lighting consultant to prepare plans for submission to TxDOT for relighting the bridges over US 59.**

Mr. Calderon reported that the committee met to review the qualifications submitted by lighting consultants who responded to the request for qualifications. A copy of the committee's report is attached to these minutes as Exhibit E. Three firms responded; two were not qualified. The committee requested authorization to invite the most qualified firm of the three to return to discuss negotiations for a proposed contract to be presented to the board for approval. Committee Chairman Robinson described the qualifications and past experiences of the selected firm. The board discussed the project and anticipated consultant costs. Director Llewellyn offered a motion to authorize the staff and committee to negotiate and enter into a contract with the proposed contractor; Director Hubbard seconded the motion. Director Stinson suggested an amendment to the motion stipulating that the negotiated contract is not to exceed \$100,000 and is subject to legal counsel's approval as to form prior to execution. Directors Llewellyn and Hubbard accepted the amendment. The board discussed the matter at length and voted unanimously to approve the motion as amended.

- b. Authorizing the publication of request for landscape maintenance contractor.**

Mr. Calderón stated that in anticipation of additional esplanade adoptions in the district next year and the consequent increase in landscape work this will entail, he recommends that the district request new proposals for services from contractors so that more favorable rates might be negotiated. Upon motion by Nagar, seconded by Director Stinson, the board voted to authorize the publication of the request.

- c. Recommendation for a \$15,000 grant for Mandell Park improvement project.**

Mr. Calderón reviewed the request from the Friends of Mandell Park for \$15,000 to support its *Planting for the Future* capital campaign to undertake major improvements of the park. The board discussed the project at the park. Upon motion made by Director Mitchmore, seconded by Director Llewellyn, the board voted to approve providing \$15,000 for the project. The board further directed staff to seek some form of suitable public recognition for the District's support. Saying that several options for recognition are available, Mr. Calderón said he will pursue this.

d. Authorizing supplemental services for Kudela & Weinheimer for work related to District banner signage.

Mr. Calderon presented Kudela & Weinheimer's proposal for supplemental services. Upon motion made by Director Stinson, seconded by Director Mitchmore, the board approved the proposal for supplemental services.

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

Reconvene in Open Session and authorize appropriate action by legal counsel related to Item #10 on the agenda.

The Board did not convene in Executive Session.

Announcements

Mr. Calderon discussed the upcoming business mixer and holiday decorating contest.

Adjourn.

There being no further business to come before the Board, Chairman Wynn adjourned the meeting at 1:11 p.m.

Secretary, Board of Directors
Montrose Management District

(SEAL)

List of Exhibits:

Exhibit A	Montrose Management District, Quarterly Investment Inventory report, Period Ending September 30, 2013
Exhibit B	Montrose Management District, Finance Committee meeting, November 4, 2013
Exhibit C	Montrose District, Houston's Favorite Destination
Exhibit D	Montrose Management District, Security Committee Meeting, November 8, 2013
Exhibit E	Montrose Management District, Mobility and Visual Improvements Committee Meeting, October 21, 2013

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

4. 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
November 2013
BILLING AND COLLECTION SUMMARY
FISCAL YEAR
01/01/13 - 12/31/13**

YEAR	RATE	TOTAL LEVY	COLLECTIONS	RECEIVABLE	% COLLECTED
2012	0.12500	\$433,037.17	\$424,736.75	\$8,300.42	98%
2011	0.12500	\$411,351.20	\$410,268.65	\$1,082.55	99%
2010	0.12500	\$402,221.57	\$401,870.32	\$351.25	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	2,788.04	376,950.87
2011 Assessment Collected	1,676.31	-2,855.81
2010 Assessment Collected	1,617.96	3,663.73
2009 Assessment Collected	0.00	0.00
2008 Assessment Collected	0.00	0.00
2007 Assessment Collected	0.00	0.00
Penalty & Interest	1,871.22	8,736.35
Overpayments	0.00	21,449.09
Collection Fees	1,590.71	5,812.37
Court Fees	0.00	0.00
Total Revenue	9,544.24	413,756.40
Overpayments Presented for Refund	0.00	21,450.09
Overpayments Applied to Assessment	0.00	0.00

ASSESSED VALUE FOR 2012:	346,738,903	Uncertified:	0
ASSESSED VALUE FOR 2011:	329,102,649	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	401,870.32	
2011	0.12500	337,500	320,625	410,268.65	
2012	0.12500	337,500	320,625	424,736.75	
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

November 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	62,800,000	78,500.00
UST REALTY COMPANY % UNIV OF ST THOMAS: ATTN PRES 3800 MONTROSE BLVD HOUSTON TX 77006-4626	0261640000027 0261630000021 0261630000001	4100 MONTROSE BLVD 77006 4203 YOAKUM BLVD 77006 4200 MONTROSE BLVD	OFFICE BUILDINGS	14,054,250	17,567.81
4203 MONTROSE LTD 3810 W ALABAMA HOUSTON TX 77027-5204	1277520010001	4203 MONTROSE BLVD 77006	OFFICE BUILDING	9,716,385	12,145.48
RIVERSIDE CPI LLC & REALTY CTR MANAGEMENT INC 1990 S BUNDY DR STE 100 LOS ANGELES CA 90025	0370370010001	220 W ALABAMA ST 131 77006	MULTI - FAMILY	8,357,357	10,446.70
ARMSTRONG CHARLES 5000 MONTROSE BLVD UNIT 22C HOUSTON TX 77006-6564	0140670000002 0140250000001 0140250000002 0140250000005 0140660000002 0140670000001 0140670000003 0140670000004 0140670000005 0140670000006 0140670000008 0140670000009 0180340000001 0180340000002 0180340000003 0180340000011 0140660000004 0180340000012 0261510000020 0261510000021 0261510000027 0442130000001 0140680000009	804 PACIFIC ST 77006 2302 GENESEE ST 12 77006 2308 GENESEE ST 77006 120 FAIRVIEW ST 77006 2401 GRANT ST 77006 802 PACIFIC ST 77006 808 PACIFIC ST 77006 811 PACIFIC ST 77006 925 HYDE PARK BLVD 77006 809 HYDE PARK BLVD 77006 925 HYDE PARK BLVD 77006 1002 CALIFORNIA ST 77006 1004 CALIFORNIA ST 77006 1004 CALIFORNIA ST 77006 1007 MISSOURI ST 77006 907 FAIRVIEW ST 77006 1005 MISSOURI ST 77006 2602 CROCKER ST 77006 2605 GRANT ST 77006 805 PACIFIC ST 77006 810 PACIFIC ST 77006 810 HYDE PARK BLVD 77006	VARIOUS COMMERCIAL	8,337,163	10,391.61
POST RICHMOND LP	1309010010001	RICHMOND AVE 77006	MULTI - FAMILY	10,030,448	9,239.10

MONTROSE DISTRICT EAST ZONE

November 2013

TOP TEN ASSESSMENT PAYERS

4401 NORTHSIDE PKWY NW STE 800 ATLANTA GA 30327-3093					
WALGREENS 03157 % TAX DEPT STOP NO 75 300 WILMOT RD DEERFIELD IL 60015-4614	1179390010001	3317 MONTROSE BLVD 77006	RETAIL PHARMACY	5,825,000	7,281.25
4119 MONTROSE LIMITED 4200 MONTROSE BLVD HOUSTON TX 77006-4963	1207680010001	4119 MONTROSE BVD 77006	OFFICE BUILDINGS	4,526,228	5,657.79
3815 MONTROSE BLVD LP 3815 MONTROSE BLVD STE 211 HOUSTON TX 77006-4666	1222280020001 1222280010001	3820 ROSELAND ST 77006 3815 MONTROSE BLVD 77006	OFFICE BUILDINGS	4,066,056	5,082.57
102 104 GREENWICH ST MANHATTA % RICHMOND MONTROSE CVS LP 1 CVS DR WOONSOCKET RI 02895-6146	1258090010001	1003 RICHMOND AVE 77006	RETAIL PHARMACY	3,843,472	4,804.34

MONTROSE DISTRICT EAST ZONE

November 2013

TOP TEN DELINQUENTS

PROPERTY OWNER	ACCOUNT NO	SITUS	PROPERTY TYPE	ASSESSMENT YEAR(S)	ASSESSMENT
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
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
HARRIS DWAYNE & PAULA D 315 W ALABAMA ST STE 200 HOUSTON TX 77006-5177	92 008 260 000 0013	315 W ALABAMA ST 77006	OFFICE BUILDINGS	2012	814.89
HAGERTY THOMAS & VERONICA C/O HAGERTY ADVERTISING GROUP 3611 MONTROSE BLVD HOUSTON TX 77006-4691	92 026 156 000 0016	3611 MONTROSE BLVD #3 77006	COMMERCIAL	2012	775.10
PACIFICA FOUNDATION INC 419 LOVETT BLVD HOUSTON TX 77006-4018	92 026 137 000 0004	419 LOVETT BLVD 77006	COMMERCIAL	2012	718.00
SPARTAN REAL ESTATE LLC 1000 JACKSON BLVD HOUSTON TX 77006-1928	92 018 046 000 0028	1000 JACKSON BLVD 77006	COMMERCIAL WAREHOUSE	2012	717.86
FOLGADO FRANCO A 4310 MOUNT VERNON ST APT 8 HOUSTON TX 77006-5841	92 030 247 000 0013	4310 MOUNT VERNON ST 8 77006	MULTI-FAMILY	2011 - 2012	696.94
GARZA PROPERTIES 2206 HAZARD ST STE 15 HOUSTON TX 77019-6559	92 014 150 000 0015	815 RICHMOND AVE 77006	COMMERCIAL	2012	675.88
GAMRU PROPERTIES LTD 501 SUL ROSS ST HOUSTON TX 77006-5030	92 008 270 000 0005	506 SUL ROSS ST #11 77006	MULTI-FAMILY	2012	667.06
COSA BELLA LTD 2321 MCDUFFIE ST HOUSTON TX 77019-6527	92 018 034 000 0009	1009 MISSOURI ST 77006	COMMERCIAL	2012	581.72

Harris County Improvement District No. 6
Lawsuit and Arbitration Status Summary as of 10/11/2013

Jur 930

Summary

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

Settled

429,504,419	Original value of Settled accounts as of 10/11/2013
116	Number of Settled accounts as of 10/11/2013
42,265,618	Reduction in value of Settled accounts
9.84%	Average % reduction in value of Settled accounts

Unsettled

143,672,343	Original value of Unsettled accounts as of 10/11/2013
46	Number of Unsettled accounts as of 10/11/2013

.125 Tax rate per \$100 valuation

\$17,673 Estimated reduction in assessment on 46 Unsettled accounts,
based on **9.84%** average

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

YEAR	RATE	TOTAL LEVY	COLLECTIONS	RECEIVABLE	% COLLECTED
2012	0.12500	\$980,333.64	\$966,829.98	\$13,503.66	99%
2011	0.12500	\$884,306.58	\$879,155.84	\$5,150.74	99%
2010	0.12500	\$868,215.84	\$865,428.06	\$2,787.78	99%

Current Month Activity

Revenue:	<u>Current Month</u>	<u>Year to Date</u>
2012 Assessment Collected	2,576.32	903,188.80
2011 Assessment Collected	0.00	8,480.96
2010 Assessment Collected	0.00	2,750.54
Penalty & Interest	587.22	14,075.23
Overpayments	206.61	17,700.84
Collection Fees	674.03	9,396.19
Court Fees	0.00	0.00
Total Revenue	4,044.18	955,592.56

Overpayments Presented for Refund	206.61	15,918.00
Overpayments Applied to Assessment	0.00	0.00

ASSESSED VALUE FOR 2012:	784,971,580	Uncertified:	0
ASSESSED VALUE FOR 2011:	707,444,837	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	\$865,428.06	
2011	0.12500	884,307	840,091	\$879,155.84	
2012	0.12500	980,334	931,317	\$966,829.98	
2013	0.12500		0		
2014	0.12500		0		
2015	0.12500		0		
2016	0.12500		0		
		2,732,856	2,596,213		273,286

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

November 2013

TOP TEN ASSESSMENT PAYERS

PROPERTY OWNER	ACCOUNT NOS	SITUS	PROPERTY TYPE	VALUE	ASSESSMENT
WEINGARTEN REALTY INVESTORS 0591-001	0442250000001	2005 W GRAY ST 77019	VARIOUS COMMERCIAL	65,415,796	81,769.74
P O BOX 924133 HOUSTON TX 77292-4133	0442250000170	1953 W GRAY ST 77019			
	0442250000169	1963 W GRAY ST 77019			
	0442250000168	2028 W GRAY ST 77019			
	0442250000145	2001 W GRAY ST 77019			
	0442250000110	2020 W GRAY ST 77019			
	0442250000105	2010 W GRAY ST 77019			
	0442250000005	2002 W GRAY ST 77019			
	0442250000002	1950 W GRAY ST 77019			
	0442250000171	2017 W GRAY ST 77019			
FINGER FSC MONTROSE LTD 99 DETERING ST STE 200 HOUSTON TX 77007-8259	1215190010001	4899 MONTROSE BLVD 187 77006	MULTI - FAMILY	59,817,107	74,771.38
US REIF WESTHEIMER APARTMENTS TX LLC 1270 SOLDIERS FIELD RD BRIGHTON MA 02135-1003	1286390010001	2001 WESTHEIMER RD 244 77098	MULTI - FAMILY	40,600,000	50,750.00
4310 DUNLAVY LLC 101 BERKSHIRE ST BELLAIRES TX 77401-5309	1286480010001	4310 DUNLAVY ST 236 77006	MULTI - FAMILY	37,180,166	46,475.21
	0660870040002	4403 WOODHEAD ST 16 77098			
	0660870040001	4403 WOODHEAD ST 77098			
	0660870020006	4315 WOODHEAD ST 8 77098			
ANBIL II-R O L P 105 TOWN CENTER RD STE 10 KING OF PRUSSIA PA 19406-2394	0730810030011	1505 W CLAY ST 77019	SHOPPING CENTER	36,544,543	45,680.68
	1170070010001	1422 W GRAY ST 77019			
	1170070020001	1414 WAUGH DR 77019			
	0730810030007	1521 W CLAY ST 77019			
TEXAS ABERCROMBIE FAMILY INT LTD 730 N POST OAK RD STE 110 HOUSTON TX 77024-3854	1327190010001	0 W ALABAMA ST 77098	SUPERMARKET	25,505,202	31,881.50
	1327190010002	1701 W ALABAMA ST 77098			
WEST GRAY RESIDENTIAL LP C/O THE HANOVER CO EARL MALLEY 5847 SAN FELIPE ST STE 3600 HOUSTON TX 77057-3263	1335700010001	1340 W GRAY ST 77019	MULTI - FAMILY	19,179,417	23,974.27

MONTROSE DISTRICT WEST ZONE

November 2013			
TOP TEN ASSESSMENT PAYERS			
SHEPHERD INV LP	0442600000001	2075 WESTHEIMER RD 77098	SHOPPING CENTER
1800 POST OAK BLVD			15,899,000
6 BLVD PLACE STE 400			19,873.75
HOUSTON TX 77056			
5020 INVESTMENTS LTD	0360240000003	5020 MONTROSE BLVD 77006	OFFICE BUILDING
5959 RICHMOND AVE STE 440			15,725,000
HOUSTON TX 77057-6325			19,656.25
WEINGARTEN REALTY INVESTORS	0442250000173	2030 W GRAY ST 77019	SHOPPING CENTER
0591-001			15,307,574
P O BOX 924133			19,134.47
HOUSTON TX 77292-4133			

MONTROSE DISTRICT WEST ZONE

November 2013						
TOP TEN DELINQUENT ACCOUNTS						
PROPERTY OWNER	ACCOUNT NO	SITUS	PROPERTY TYPE	ASSESSMENT YEAR(S)	ASSESSMENT	
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	
EISEMANN MAUDE 5455 JOHN DREAPER DR HOUSTON TX 77056-4230	94 010 167 000 0030	1116 W GRAY ST 77019	COMMERCIAL VACANT	2010 - 2012	1,392.19	
LA FLORENTINA INC 2033 NORFOLK ST HOUSTON TX 77098-4225	94 052 264 000 0028	1612 COLQUITT ST #6 77006	MULTI - FAMILY	2010 - 2012	1,283.50	
HULDY LTD LLC 103 EASTWAY ST GALENA PARK TX 77547-2840	94 052 060 066 0004	2019 HULDY ST #6 77019	MULTI - FAMILY	2011 - 2012	848.16	
HOUSTON DISPLAY SIGN CO 9102 MAHONING DR HOUSTON TX 77074-2512	94 018 002 000 0001	1200 WESTHEIMER RD 77006	COMMERCIAL	2012	837.50	
1017 HAWTHORNE LLC 1017 HAWTHORNE ST HOUSTON TX 77006-3921	94 026 171 000 0010	1017 HAWTHORNE ST 77006	COMMERCIAL	2012	784.39	
BISHOP JOAN 1547 WAVERLY ST HOUSTON TX 77008-4148	94 033 193 000 0005	120 PORTLAND ST #1 77002	COMMERCIAL	2012	754.70	
BARRERA LUCINA ESPARZA 2008 WOODHEAD ST HOUSTON TX 77019-6216	94 052 277 000 0002	1639 DUNLAVY ST 77019	COMMERCIAL	2012	716.09	

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

Jur 939

Summary

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

Settled

489,578,826	Original value of Settled accounts as of 10/11/2013
151	Number of Settled accounts as of 10/11/2013
27,379,520	Reduction in value of Settled accounts
5.59%	Average % reduction in value of Settled accounts

Unsettled

341,873,371	Original value of Unsettled accounts as of 10/11/2013
104	Number of Unsettled accounts as of 10/11/2013

.125 Tax rate per \$100 valuation

\$23,899 Estimated reduction in assessment on 104 Unsettled accounts,
based on **5.59%** average

PERDUE, BRANDON, FIELDER, COLLINS & MOTT L.L.P.
DELINQUENT ASSESSMENT SUMMARY REPORT
MONTROSE DISTRICT
December 9, 2013

Amounts shown are 2012 base assessment unless indicated. Account numbers and addresses for Montrose District-West Zone are noted in *italics*.

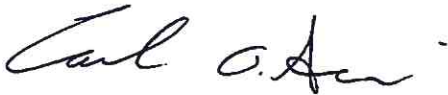
Suit pending:

Valerie & John McElroy 11-12 assessments \$1,961.36, *1223 Waugh Dr.-0591730000003*
Level Headed Chow LLC (was Charles L. & Siriluck Baird) 10-12 assessments \$1,945.21, *3414 Graustark St.-0261980000005*
Heirs of Maude Eisemann 10-12 assessments \$1,392.19, *1116 W. Gray St.-0101670000030*
La Florentina Inc. 10-12 assessments \$1,283.50, *1612 Colquitt St.-0522640000028*
Upstairs Downstairs LLC 10-12 assessments \$985.64, *609 Colquitt St.-0230620000013*
Huldy Ltd LLC 11-12 assessments \$848.16, *2019 Huldy St.-0520600660004*
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

Bankrupt, claim filed:

Diane Iannucci dba Sacred Heart Studio, Inc. \$372.97, *327 Westheimer Rd.-0041410000026*

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



Carl O. Sandin

PerdueBrandonFielderCollins&Mott LLP 
ATTORNEYS AT LAW

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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

5. Accept Hearing Examiner's Report and Proposal for Decision for the 2013 Supplemental Assessment Hearing for HCID #6.

HEARING EXAMINER'S REPORT AND PROPOSAL FOR DECISION
on the public hearing held on November 7, 2013
to be presented to the Board of Directors of
the Eastern Service Area of the Montrose Management District

The Harris County Improvement District No. 6 was created by House Bill 3518, Act of the 79th Legislature, Regular Session, 2005, and is governed by Chapter 375, Texas Local Government Code, and Chapter 3843, Texas Special District Local Laws Code (together, as amended, the "Act"). The Montrose Management District (the "District") is a consolidation of Harris County Improvement District No. 11 (the former West Montrose Management District) and Harris County Improvement District No. 6 (the former East Montrose Management District), which such consolidation was approved by an Order Approving Consolidation Agreement between Harris County Improvement District No. 11 and Harris County Improvement District No. 6 and Approving Consolidation, dated February 15, 2011, in accordance with State Law.

Petitions were presented to the Board of Directors of the District (the "Board") requesting the services and improvements set forth in the Service and Improvement and Assessment Plan (the "Service Plan") for the eastern portion of the District. The Board held a public hearing on March 19, 2008. Thereafter, on April 16, 2008, the Board adopted its "Order Granting Petition; Approving a Service Plan; Approving an Assessment Roll; Setting an Assessment Rate for Property within the District for Year One of the District's Service and Improvement and Assessment Plan; Levying Annual Assessments Against Property within the District for a Ten-year Period; Specifying the Method of Payment and the Amount of Annual Installments of the Assessment; Providing Penalties and Interest on Delinquent Assessments; and Authorizing the Collection of Assessments" (collectively, the "Order").

The Order provides that in the years 2009-2017 the District may, after conducting a public hearing for which due notice has been given to owners of property in the District, supplement its assessment roll by adding the value of properties newly classified as commercial non-exempt or with new improvements or substantially rehabilitated improvements (a rehabilitation is substantial if the costs of such rehabilitation equal or exceed 25% of the value of the original improvement) under construction on January 1, 2007, or constructed, remodeled or rehabilitated in the District after January 1, 2007, without the need to secure a new petition from property owners within the District, at the value shown on the rolls of the Harris County Appraisal District ("HCAD") for each year. The Order further provides that assessments on improvements under construction should be based on the value of the portion of the improvement that is complete, and improvements that have been completed should be based on the value of the completed improvement as shown on the rolls of HCAD. On September 16, 2009, the Board adopted a resolution calling a public hearing for such purpose.

The District held a public hearing on November 7, 2013, regarding the advisability of levying assessments against properties with new improvements or substantially rehabilitated improvements (the "Construction Improvements") at the value shown on the rolls of HCAD on January 1, 2013, which were not included in the original assessment roll; and regarding the advisability of using the 2013 HCAD certified values as the basis for the Year 7 assessment.

Pursuant to the direction of the Board, Bill Calderon was appointed as the Chief Hearing Examiner. The Chief Hearing Examiner conducted an administrative hearing on November 7, 2013, on the advisability of supplementing the assessment roll with Construction Improvements. Appropriate notice was given pursuant to the provisions of Chapter 375, Texas Local Government Code (the "Code"), by publishing a copy of the notice of hearing in The Houston Business Journal, a newspaper of general circulation within the District, in the October 4, 2013 issue, and by mailing copies of the notice of the hearing to the owners of property with Construction Improvements by regular, first class, U.S. Mail, at the address shown on the tax roll of HCAD, on October 2, 2013. The hearing was held at the office of Bracewell & Giuliani LLP, 711 Louisiana, Suite 2300, Houston, Texas 77002 at 9:00 a.m.

PUBLIC COMMENTS

There were no members of the public present.

TESTIMONY

The Chief Hearing Examiner asked if any persons present desired to be designated as a party to this proceeding. The Montrose Management District was granted party status and was represented by Clark Stockton Lord, attorney for the District.

The following persons were called by the District and presented formal evidence and testimony: Josh Hawes (of Hawes Hill Calderon LLP), Director of Community Services and Public Safety of the District and Pat Hall of Equi-Tax. No other person requested to present formal evidence and testimony.

Josh Hawes, Director of Community Services and Public Safety of the District

Mr. Hawes explained the District's Service Plan, the method and rate of assessment and the purpose for the supplemental assessment roll. He explained that certain properties had Construction Improvements and that the values of those properties had increased by at least 25% from the value last year. He identified and explained several documents relating to the authority of the District to levy assessments and provide services and improvements, copies of which are attached hereto entitled "Documentary Evidence", and such documents were admitted into evidence during the hearing. He testified in favor of supplementing the assessment roll with the Construction Improvements. Mr. Hawes stated that he believed that all properties in the District receive a benefit from the District's services and improvement projects that equals or exceeds the assessment paid by the property owner.

Ms. Pat Hall, Equi-Tax Inc., Assessor/Collector for the District

Next, Ms. Hall identified and explained additional documents that were admitted into evidence during the hearing. A list of those documents is attached hereto entitled "Documentary Evidence." Ms. Hall testified regarding the mechanics of the assessment, the calculation of assessment rates and the determination of property values, the method of collecting assessments and the penalties for late payment of assessments. Ms. Hall also explained the reason for supplementing the assessment roll and the method for determining which properties had Construction Improvements.

Others

No one else signed up to testify.

TEXAS LOCAL GOVERNMENT CODE REQUIREMENTS

The authority of the District to levy supplemental assessments is governed by the provisions of the Act and the Code. Sections 375.111 and 375.112 of the Code set forth the purposes for which the District may levy special assessments on property in an area based on benefit conferred by the improvements or services provided. Section 375.122 governs the authority of the District to make supplemental assessments. Section 375.113 of the Code requires a hearing, after notice is given in accordance with the provisions of Section 375.115, on the advisability of the improvements and services proposed to be provided and the assessments proposed to be levied.

The District now desires to supplement its current assessment roll with the Construction Improvements. The Order and the Code require that the Board hold a public hearing after due notice to property owners regarding such supplements to the assessment roll. The Act governs the procedure for the hearing to be held and the findings and determinations to be made by the Board in order to supplement the assessment roll. These provisions and the Order generally permit the Board to add properties to the assessment roll after making findings relating to the advisability of the improvements or services, the nature of the improvements or services, the estimated cost, the area benefitted, the method of assessment, and the method and time for payment of the assessment.

The Act contains provisions for the apportionment of costs based on special benefits, permits the Board to allow the assessments to be paid in periodic installments, and authorizes the Board to provide that delinquent assessments will be subject to penalties and bear interest.

ISSUES PRESENTED

Major issues presented at the hearing are as follows:

1. SHOULD THE ASSESSMENT ROLL BE SUPPLEMENTED WITH THE CONSTRUCTION IMPROVEMENTS AT THE VALUE SHOWN ON THE ROLLS OF HCAD ON JANUARY 1, 2013 AND SHOULD THE ASSESSMENT BE BASED ON 2013 HCAD VALUES?

Evidence was presented at the hearing showing that the properties with Construction Improvements will receive benefits from the services and improvements set forth in the Service Plan in excess of the assessment to be paid by property owners. Testimony was also given that it was fair, equitable and appropriate for the District to levy the Year 7 assessment against the Construction Improvements based on the 2013 HCAD certified appraised values.

I, Bill Calderon, Chief Hearing Examiner, agree that each property with Construction Improvements will receive benefits from the services and improvements provided or to be provided by the District, which equal or exceed the assessment levied on each property during the term of the Service Plan. Further, I agree that the Year 7 assessment against the Construction Improvements should be based on 2013 HCAD certified appraised values.

I, Bill Calderon, the Chief Hearing Examiner, recommend that the Board find from the preponderance of the evidence that: (a) the District's current assessment roll should be supplemented with the Construction Improvements shown on the supplemental assessment roll presented into evidence at the hearing (the "Supplemental Assessment Roll"), (b) the Board should levy its Year 7 assessment on the properties with Construction Improvements based on the 2013 HCAD certified appraised values in accordance with the Order, (c) all properties on the Supplemental Assessment Roll should be assessed at the same rate; (d) all properties within the District will receive benefits from all of the existing and proposed programs and improvements, (e) the properties with Construction Improvements will receive benefits that are equal to or greater than the amount assessed against such properties, and (f) HCAD values are the most appropriate and fair basis of assessment.

RECOMMENDATIONS OF THE CHIEF HEARING EXAMINER

After review of the record and for the reasons given above, the Chief Hearing Examiner makes the following recommendations to the Board:

- (a) That the Board should supplement the assessment roll with the Construction Improvements; and
- (b) That the Board should levy assessments in accordance with the Service Plan and the Order on the Construction Improvements for Year 7 based on the value of such properties shown on the certified rolls of HCAD on January 1, 2013, which is the value shown on the proposed Supplemental Assessment Roll.
- (c) That in all other respects, the Board should continue to follow the Order.

Presented this 9th day of December, 2013.

Bill Calderon
Chief Hearing Examiner

DOCUMENTARY EVIDENCE

EXHIBIT	DESCRIPTION
A	Order Granting Petition; Approving a Service and Improvement and Assessment Plan; Approving an Assessment Roll; Setting an Assessment Rate for Property within the District for Year One of the District's Service and Improvement and Assessment Plan; Levying Annual Assessments against Property within the District for a Ten-Year Period Specified in the Service and Improvement Plan, Specifying the Method of Payment and the Amount of Annual Installments of the Assessment, Providing Penalties and Interest on Delinquent Assessments; and Authorizing the Collection of Assessments
B	2008-2017 Service and Improvement and Assessment Plan
C	Notice of Hearing published in the <u>Houston Business Journal</u> and Affidavit of Publication
D	Affidavit of Mailing of the Notice of the Hearing by Regular, First Class U.S. Mail
E	Unclaimed and Returned Notices from the mailing of Notice to the property owners
F	Supplemental Assessment Roll for the District

NOTE: See original Hearing Examiner's Report for Exhibits A - F.

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

6. Accept Hearing Examiner's Report and Proposal for Decision for the 2013 Supplemental Assessment Hearing for HCID #11.

HEARING EXAMINER'S REPORT AND PROPOSAL FOR DECISION
to be presented to the
Board of Directors of
the Western Service Area of the Montrose Management District

The Harris County Improvement District No. 11 (West Montrose Management District) was created by House Bill 4722, Acts of the 81st Legislature, Regular Session, 2009, and approved by the Governor on June 19, 2009, and is governed by Chapter 375, Texas Local Government Code and Chapter 3878, Texas Special Districts Local Laws Code (together, as amended, the "Act"). The Montrose Management District (the "District") is a consolidation of Harris County Improvement District No. 11 (the former West Montrose Management District) and Harris County Improvement District No. 6 (the former East Montrose Management District), which such consolidation was approved by an Order Approving Consolidation Agreement between Harris County Improvement District No. 11 and Harris County Improvement District No. 6 and Approving Consolidation, dated February 15, 2011, in accordance with State Law.

Petitions were presented to the Board of Directors of the District (the "Board") requesting the services and improvements set forth in the Service and Improvement and Assessment Plan (the "Service Plan") for the western portion of the District. The Board held a public hearing on October 21, 2010. Thereafter, on January 10, 2011, the Board adopted its "Order Granting Petition; Approving a Service and Improvement and Assessment Plan; Approving an Assessment Roll; Setting an Assessment Rate for Property within the District for Year One of the District's Service and Improvement and Assessment Plan; Levying Annual Assessments Against Property within the District for a Seven Year Period Specified in the Service and Improvement Plan; Specifying the Method of Payment and the Amount of Annual Installments of the Assessment; Providing Penalties and Interest on Delinquent Assessments; and Authorizing the Collection of Assessments" (collectively, the "Order").

The Order provides that in the years 2009-2017 the District may, after conducting a public hearing for which due notice has been given to owners of property in the District, supplement its assessment roll by adding the value of properties newly classified as commercial non-exempt or with new improvements or substantially rehabilitated improvements (a rehabilitation is substantial if the costs of such rehabilitation equal or exceed 25% of the value of the original improvement) under construction on January 1, 2010, or constructed, remodeled or rehabilitated in the District after January 1, 2010, without the need to secure a new petition from property owners within the District, at the value shown on the rolls of the Harris County Appraisal District ("HCAD") for each year. The Order further provides that assessments on improvements under construction should be based on the value of the portion of the improvement that is complete, and improvements that have been completed should be based on the value of the completed improvement as shown on the rolls of HCAD.

The District held a public hearing on November 7, 2013, regarding the advisability of levying assessments against properties with new improvements or substantially rehabilitated improvements (the "Construction Improvements") at the value shown on the rolls of HCAD on January 1, 2013, which were not included in the original assessment roll; and regarding the advisability of using the 2013 HCAD certified values as the basis for the fourth assessment.

Pursuant to the direction of the Board, Bill Calderon was appointed as the Chief Hearing Examiner. The Chief Hearing Examiner conducted an administrative hearing on November 7, 2013, on the advisability of supplementing the assessment roll with Construction Improvements. Appropriate notice was given pursuant to the provisions of Chapter 375, Texas Local Government Code (the "Code"), by publishing a copy of the notice of hearing in the Houston Business Journal, a newspaper of general circulation within the District, in the October 4, 2013 issue, and by mailing copies of the notice of the hearing to the owners of property with Construction Improvements by regular, first class, U.S. Mail, at the address shown on the tax roll of HCAD, on October 2, 2013. The hearing was held at the offices of Bracewell & Giuliani LLP, 711 Louisiana, Suite 2300, Houston, Texas 77002 at 9:00 a.m.

PUBLIC COMMENTS

There were no comments from the public.

TESTIMONY

The Chief Hearing Examiner asked if any persons present desired to be designated as a party to this proceeding. The Montrose Management District was granted party status and was represented by Clark Stockton Lord, attorney for the District.

The following persons were called by the District and presented formal evidence and testimony: Josh Hawes (of Hawes Hill Calderon LLP), Director of Community Services and Public Safety of the District and Pat Hall of Equi-Tax. No other person requested to present formal evidence and testimony.

Josh Hawes, Director of Community Services and Public Safety of the District

Mr. Hawes explained the District's Service Plan, the method and rate of assessment and the purpose for the supplemental assessment roll. He explained that certain properties had Construction Improvements and that the values of those properties had increased by at least 25% from the value last year. He identified and explained several documents relating to the authority of the District to levy assessments and provide services and improvements, copies of which are attached hereto entitled "Documentary Evidence", and such documents were admitted into evidence during the hearing. He testified in favor of supplementing the assessment roll with the Construction Improvements. Mr. Hawes stated that he believed that all properties in the District receive a benefit from the District's services and improvement projects that equals or exceeds the assessment paid by the property owner.

Ms. Pat Hall, Equi-Tax Inc., Assessor/Collector for the District

Next, Ms. Hall identified and explained additional documents that were admitted into evidence during the hearing. A list of those documents is attached hereto entitled "Documentary Evidence." Ms. Hall testified regarding the mechanics of the assessment, the calculation of assessment rates and the determination of property values, the method of collecting assessments and the penalties for late payment of assessments. Ms. Hall also explained the reason for supplementing the assessment roll and the method for determining which properties had Construction Improvements.

Others

No one else signed up to testify.

TEXAS LOCAL GOVERNMENT CODE REQUIREMENTS

The authority of the District to levy supplemental assessments is governed by the provisions of the Act and the Code. Sections 375.111 and 375.112 of the Code set forth the purposes for which the District may levy special assessments on property in an area based on benefit conferred by the improvements or services provided. Section 375.122 governs the authority of the District to make supplemental assessments. Section 375.113 of the Code requires a hearing, after notice is given in accordance with the provisions of Section 375.115, on the advisability of the improvements and services proposed to be provided and the assessments proposed to be levied.

The District now desires to supplement its current assessment roll with the Construction Improvements. The Order and the Code require that the Board hold a public hearing after due notice to property owners regarding such supplements to the assessment roll. The Act governs the procedure for the hearing to be held and the findings and determinations to be made by the Board in order to supplement the assessment roll. These provisions and the Order generally permit the Board to add properties to the assessment roll after making findings relating to the advisability of the improvements or services, the nature of the improvements or services, the estimated cost, the area benefitted, the method of assessment, and the method and time for payment of the assessment.

The Act contains provisions for the apportionment of costs based on special benefits, permits the Board to allow the assessments to be paid in periodic installments, and authorizes the Board to provide that delinquent assessments will be subject to penalties and bear interest.

ISSUES PRESENTED

Major issues presented at the hearing are as follows:

1. SHOULD THE ASSESSMENT ROLL BE SUPPLEMENTED WITH THE CONSTRUCTION IMPROVEMENTS AT THE VALUE SHOWN ON THE ROLLS OF HCAD ON JANUARY 1, 2013 AND SHOULD THE ASSESSMENT BE BASED ON 2013 HCAD VALUES?

Evidence was presented at the hearing showing that the properties with Construction Improvements will receive benefits from the services and improvements set forth in the Service Plan in excess of the assessment to be paid by property owners. Testimony was also given that it was fair, equitable and appropriate for the District to levy the fourth assessment against the Construction Improvements based on the 2013 HCAD certified appraised values.

I, Bill Calderon, Chief Hearing Examiner, agree that each property with Construction Improvements will receive benefits from the services and improvements provided or to be provided by the District, which equal or exceed the assessment levied on each property during the term of the Service Plan. Further, I agree that the third assessment against the Construction Improvements should be based on 2013 HCAD certified appraised values.

I, Bill Calderon, the Chief Hearing Examiner, recommend that the Board find from the preponderance of the evidence that: (a) the District's current assessment roll should be supplemented with the Construction Improvements shown on the supplemental assessment roll presented into evidence at the hearing (the "Supplemental Assessment Roll"), (b) the Board should levy its third assessment on the properties with Construction Improvements based on the 2013 HCAD certified appraised values in accordance with the Order, (c) all properties on the Supplemental Assessment Roll should be assessed at the same rate; (d) all properties within the District will receive benefits from all of the existing and proposed programs and improvements, (e) the properties with Construction Improvements will receive benefits that are equal to or greater than the amount assessed against such properties, and (f) HCAD values are the most appropriate and fair basis of assessment.

RECOMMENDATIONS OF THE CHIEF HEARING EXAMINER

After review of the record and for the reasons given above, the Chief Hearing Examiner makes the following recommendations to the Board:

- (a) That the Board should supplement the assessment roll with the Construction Improvements; and
- (b) That the Board should levy the third assessments in accordance with the Service Plan and the Order on the Construction Improvements for Year 4 based on the value of such properties shown on the certified rolls of HCAD on January 1, 2013, which is the value shown on the proposed Supplemental Assessment Roll.
- (c) That in all other respects, the Board should continue to follow the Order.

Presented this 9th day of December, 2013.

Bill Calderon
Chief Hearing Examiner

DOCUMENTARY EVIDENCE

EXHIBIT	DESCRIPTION
A	Order Granting Petition; Approving a Service and Improvement and Assessment Plan; Approving an Assessment Roll; Setting an Assessment Rate for Property within the District for Year One of the District's Service and Improvement and Assessment Plan; Levying Annual Assessments against Property within the District for a Seven-Year Period Specified in the Service and Improvement Plan, Specifying the Method of Payment and the Amount of Annual Installments of the Assessment, Providing Penalties and Interest on Delinquent Assessments; and Authorizing the Collection of Assessments
B	2009-2017 Service and Improvement and Assessment Plan
C	Notice of Hearing published in the <u>Houston Business Journal</u> and Affidavit of Publication
D	Affidavit of Mailing of the Notice of the Hearing by Regular, First Class U.S. Mail
	Unclaimed and Returned Notices from the mailing of Notice to the property owners
F	Supplemental Assessment Roll for the District

NOTE: See original Hearing Examiner's Report for Exhibits A - F.

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. Adopt Order Supplementing Assessment Roll, Levying Assessments Against the Property on the Supplemental Assessment Roll for the Remainder of the 10-Year Period, and Setting the Assessment Rate for the Year 2013 for HCID #6.

ORDER SUPPLEMENTING THE ASSESSMENT ROLL FOR THE
MONTROSE MANAGEMENT DISTRICT AND LEVYING ASSESSMENTS
AGAINST THE PROPERTY ON THE SUPPLEMENTAL ASSESSMENT
ROLL (EASTERN SERVICE AREA)

WHEREAS, the Harris County Improvement District No. 6 was created by House Bill 3518, Acts of the 79th Legislature, Regular Session, 2005, and approved by the Governor on June 17, 2005, and is governed by Chapter 375, Texas Local Government Code, as amended, and Chapter 3843, Texas Special Districts Local Laws Code (together, as amended, the "Act"). The Montrose Management District (the "District") is a consolidation of Harris County Improvement District No. 11 (the former West Montrose Management District) and Harris County Improvement District No. 6 (the former East Montrose Management District), which such consolidation was approved by an Order Approving Consolidation Agreement between Harris County Improvement District No. 11 and Harris County Improvement District No. 6 and Approving Consolidation, dated February 15, 2011, in accordance with State Law.

WHEREAS, in accordance with the Act, petitions (the "Petitions") were presented to the Board of Directors of the District (the "Board") requesting the District to provide services and improvements as described in the 2008-2017 Service and Improvement and Assessment Plan (the "Service Plan") for the eastern portion of the District; and

WHEREAS, after the issuance of proper notice pursuant to the Act, the District held a public hearing on the Petitions on March 19, 2008, to give property owners an opportunity to question and/or contest the granting of the Petitions; and

WHEREAS, on April 16, 2008, the Board adopted its Order Granting Petition; Approving a Service Plan; Approving an Assessment Roll; Setting an Assessment Rate for Property within the District For Year One of the District's Service and Improvement and Assessment Plan; Levying Annual Assessments Against Property within the District for a Ten-Year Period; Specifying the Method of Payment and the Amount of Annual Installments of the Assessment; Providing Penalties and Interest on Delinquent Assessments; and Authorizing the Collection of Assessments" (the "Original Order"); and

WHEREAS, the Act and the Original Order provides that the District may add to its assessment roll properties that are eligible for assessment that were not on the prior year's assessment roll, and properties with new improvements or substantially rehabilitated improvements (a rehabilitation is substantial if the costs of such rehabilitation equal or exceed 25% of the value of the original improvement) (the "Construction Improvements") at the value shown on the tax rolls of the Harris County Appraisal District ("HCAD") for each year; and

WHEREAS, the District's Assessor/Collector prepared a supplemental assessment roll (the "Supplemental Assessment Roll") with the Construction Improvements at the value shown on the tax rolls of HCAD on January 1, 2013; and

WHEREAS, after giving notice in accordance with the requirements of the Act, the District held a public hearing (the "Hearing") on November 7, 2013, on the advisability of adding the Construction Improvements to the District's assessment roll at the value shown on the tax rolls of HCAD on January 1, 2013 and levying the Year 7 assessment against the properties with Construction Improvements based on the 2013 HCAD values; and

WHEREAS, following the Hearing, the Chief Hearing Examiner presented his report to the Board; and

WHEREAS, the Board desires to accept the Hearing Examiner's Report and Proposal for Decision (the "Hearing Examiner's Report"); and

WHEREAS, the Board desires to add to its assessment roll those properties with Construction Improvements at the value shown on the tax rolls of HCAD on January 1, 2013, and levy the Year 7 assessment against such properties based on the 2013 HCAD values; and

OFFICIAL NOTICE OF CERTAIN MATTERS

The Board hereby orders that official notice be taken and that all persons, entities, and parties be on notice of and that the official record of the proceedings of the Hearing includes:

1. All memoranda and reports of the staff and of consultants to the District and documents of the District prepared and dated as of or prior to the date of such hearing and relating to the Petition, the District, the Service Plan, the levy of assessments, the Original Assessment Roll (as hereinafter defined) and supplementing the Original Assessment Roll with the Supplemental Assessment Roll, the basis of assessment and the subject matter of such hearing;
2. The status of The Houston Business Journal as a newspaper of general circulation within the county in which the District is located;
3. All petitions, certificates, orders, resolutions, reports, and related documents and data submitted to and on file with the District and Board relating to the hearing, the District's Service Plan, assessment roll and the proposed levy of assessments; and
4. The tax rolls of the Harris County Appraisal District for the Year 2013, the value of property on the tax roll and the owners of property and their addresses on the tax roll.

There was submitted for the record and as evidence of the matters therein contained, an affidavit of publication of notice of the hearing in The Houston Business Journal, with such publication occurring on October 4, 2013, which is at least thirty (30) days prior to the date of such hearing, as required by the Act.

There was also submitted evidence that notice was mailed by regular, first class U. S. Mail on October 2, 2013, which is at least thirty (30) days prior to the date of such hearing, as required by the Act, to each owner of property with Construction Improvements in the District subject to assessment at the address of such property owner as reflected on the most recent tax rolls of Harris County, Texas, such evidence including return receipts and returned notices of those persons who failed to accept or receive the notice of hearing.

FINDINGS OF FACT

In consideration of all issues of fact and law relative to the aforesaid hearing, the Board rules and makes the following Findings of Fact:

1. All petitions, resolutions, orders, and related documents and data required pursuant to the Act and to the Code, and of the District have been duly and timely submitted to and filed with the District.
2. By order of the Board, the time, date, subject, and place of the hearing before the Hearing Examiners was set for November 7, 2013, at 9:00 a.m. at Bracewell & Giuliani LLP, 711 Louisiana, Suite 2300, Houston, Texas 77002.
3. Notice of the Hearing (the "Notice") was given in accordance with the Act by publishing a copy of the Notice in The Houston Business Journal, a newspaper of general circulation in Harris County, Texas, on October 26, 2012, a date not later than thirty (30) days before the date of the hearing, and by mailing a copy of the Notice by regular, first class U. S. Mail on October 4, 2013, a date not later than thirty (30) days before the date of the Hearing, to each owner of property with Construction Improvements in the District at the current address of such property owner as shown on the Harris County Appraisal District tax roll.
4. The Service Plan and the Original Order authorize the District to supplement the assessment roll approved by the Original Order (the "Original Assessment Roll") without need for a further petition, provided that a public hearing is held in compliance with all requirements of the Act.
5. The Original Assessment Roll, as supplemented by the Supplemental Assessment Roll, (the "2013 Assessment Roll") should be approved as the assessment roll for the District.
6. That there should be levied against all properties shown on the Supplemental Assessment Roll for Year 7 of the Service Plan, an assessment for services and improvements in accordance with the Petition, the Service Plan and the Original Order.
7. All of the real property in the District, which is being assessed by the Board in the amount shown on the 2013 Assessment Roll, will be benefited by the services and improvements proposed to be provided by the District in the Service Plan, and each parcel of real property will receive special benefits in each year equal to or greater than the amount assessed, and will receive special benefits during the term of the Service Plan in an amount equal to or greater than the total amount assessed during the term of the Service Plan.
8. The cost of providing services and improvements for the District, as shown in the Service Plan, on the basis of the value of property as shown on the tax rolls of the Harris County Appraisal District and as shown on the 2013 Assessment Roll results in imposing equal shares of the cost on property similarly benefited, and results in a reasonable classification and formula for the apportionment of costs of

the various classes of services and improvements proposed to be provided in the Service Plan to the benefited property within the District.

9. The Board, pursuant to the Original Order, levied one annual assessment for the year 2008 against all properties shown on the District's assessment roll. The Board subsequently levied an annual assessment for the year 2010 against all properties shown on the District's assessment roll.
10. The provisions relating to due and delinquency dates for assessments, interest, and penalties on delinquent assessments, and procedures in connection with the Original Order with the imposition and collection of assessments as set forth in the Service Plan should be approved and continued and will expedite collection of the assessments in a timely manner in order to provide the services and improvements needed and required for the District as described with the Service Plan.
11. That the recitations, objectives, goals, costs, programs, and conclusions set forth in the Service Plan are found to be true and correct and will benefit the District and the properties within the District, including the Construction Improvements, as determined and set forth in the Service Plan.
12. The Board finds that it is advisable for the improvements and services set forth in the Service Plan be provided to properties within the District, including the Construction Improvements, during the term set forth in the Service Plan.
13. That the matters, facts, and recommendations of the Hearing Examiner's Report and Proposal for Decision are found to be true and correct.

CONCLUSIONS OF LAW

The District has met all requirements of the Act necessary to supplement the Original Assessment Roll with the Supplemental Assessment Roll and levy assessments on the properties with Construction Improvements, and the Hearing Examiner's Report and the Supplemental Assessment Roll should be approved.

1. The public hearing of the District on the advisability of the District supplementing the Original Assessment Roll with the Construction Improvements and levying an assessment against such properties based on the 2013 HCAD certified appraised values, was held and all necessary and appropriate notice thereof was given under the authority of and in accordance with the provisions of the Act.
2. The Board is authorized to supplement the Original Assessment Roll, to conduct the Hearing, and to levy assessments for services and improvements in accordance with the Petition and the Original Order.
3. In order to accomplish and effectuate the purposes for which the District was created as set forth in the Act, the Hearing Examiner's Report should be approved in its entirety, the 2013 Assessment Roll should be approved and the assessment on properties with Construction Improvements should be levied by the Board for Year 7 based on the 2013 HCAD certified appraised values of such properties.

4. The method of apportioning costs on the basis of valuation of property as shown on the tax rolls of the Harris County Appraisal District for services and improvements will result in the reasonable apportionment of the costs and in imposing equal shares of the costs of the Service Plan on properties similarly benefited and results in a reasonable classification and formula for the apportionment of the costs of the various classes of services and improvements proposed to be provided to the benefited property within the District.

NOW, THEREFORE, BE IT ORDERED BY THE BOARD OF DIRECTORS OF MONTROSE MANAGEMENT DISTRICT THAT:

Section 1. Findings and Adoption of Hearing Examiner's Report. The recitals, findings of fact and conclusions of law in the preamble of this Order are hereby found and determined to be true and correct. The matters, facts, and recommendations of the Hearing Examiner's Report, which is attached hereto as Exhibit A, are hereby accepted and the Hearing Examiner's Report and Proposal for Decision is hereby approved.

Section 2. Assessment Roll. The Original Assessment Roll is hereby supplemented with the Construction Improvements shown on the Supplemental Assessment Roll. The 2013 Assessment Roll is hereby approved as the assessment roll of the District. The 2013 Assessment Roll as approved is incorporated in this Order by reference.

Section 3. Levy of Assessments on Construction Improvements. The Board hereby levies upon the Construction Improvements shown on the Supplemental Assessment Roll an assessment for Year 7 at the rate of \$0.125 per \$100 assessed valuation, which rate was adopted by the Board on December 9, 2013.

Section 4. Collection of Assessments. Equi-Tax, Inc., the District's Assessor/Collector, is hereby authorized and directed to collect the assessments on behalf of the District and to take all necessary actions in connection therewith. The procedures for the collection of assessments, for the calculation and imposition of penalties and interest, and for the enforcement of assessments, penalties and interest through a lien against the property assessed, contained in the Original Order are hereby confirmed.

Section 5. Severability. If any provision, section, subsection, sentence, clause, or phrase of this Order, or the application of same to any person or set of circumstances is for any reason held to be unconstitutional, void, or invalid, the validity of the remaining portions of this Order or their application to other persons or sets of circumstances shall not be affected thereby, it being the intent of the Board in adopting this Order that no portion hereof, or provision or regulation contained herein shall become inoperative or fail by reason of any unconstitutionality, voidness, or invalidity of any other portion hereof, and all provisions of this Order are declared to be severable for that purpose.

Section 6. Notice. The Board officially finds, determines, recites, and declares that sufficient written notices of the date, hour, place, and subject of this meeting of the Board were posted at places convenient to the public at the Harris County Clerk's Office and in the District for the time required by law preceding this meeting, as required by the Open Meetings Law, Chapter 551, Texas Government Code, and that this meeting has been open to the public as required by law at all times during which this Order and the subject matter thereof has been

discussed, considered, and formally acted upon. The Board further ratifies, approves, and confirms such written notice and the contents and posting thereof.

[Signature Page Follows]

PASSED AND ADOPTED this 9th day of December, 2013.

Chairman, Board of Directors
Montrose Management District

ATTEST:

Secretary, Board of Directors
Montrose Management District

(SEAL)

Exhibit A - Hearings Examiner's Report and Proposal for Decision

CERTIFICATE FOR ORDER

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

I, the undersigned officer of the Board of Directors of the Montrose Management District, do hereby certify as follows:

1. The Board of Directors of the Montrose Management District convened in regular session on December 9, 2013, inside the boundaries of the District, and the roll was called of the duly constituted members of said Board, to-wit:

Claude Wynn	Chairman
Randy Mitchmore	Vice Chairman
Cassie Stinson	Secretary
Brad Nagar	Assistant Secretary
Kathy Hubbard	Treasurer
Dana Thorpe	Director
Robert Jara	Director
Tammy Manning	Director
Debra "Lane" Llewellyn	Director
Robert Lincoln Heugel	Director
Michael V. Grover	Director
David Wynn Robinson	Director
Randall Ellis	Director

and all of said persons were present except Directors _____ thus constituting a quorum. Whereupon, among other business, the following was transacted at the meeting: a written

ORDER SUPPLEMENTING THE ASSESSMENT ROLL FOR MONTROSE MANAGEMENT DISTRICT AND LEVYING ASSESSMENTS AGAINST THE PROPERTIES ON THE SUPPLEMENTAL ASSESSMENT ROLL (EASTERN SERVICE AREA)

was introduced for the consideration of the Board. It was then duly moved and seconded that the Order be adopted; and, after due discussion, the motion, carrying with it the adoption of the Order, prevailed and carried unanimously.

2. That a true, full and correct copy of the aforesaid Order adopted at the meeting described in the above and foregoing paragraph is attached to and follows this certificate; that the Order has been duly recorded in the Board's minutes of the meeting; that the persons named in the above and foregoing paragraph are the duly chosen, qualified and acting officers and members of the Board as indicated therein; that each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place and purpose of the aforesaid meeting, and that the Order would be introduced and considered for adoption at the meeting, and each of the officers and members consented, in advance, to the holding of the meeting for such purpose; that the meeting was open to the public as required by

law; and that public notice of the time, place and subject of the meeting was given as required by Chapter 551, Texas Government Code, and Section 49.063, Texas Water Code.

SIGNED AND SEALED on the 9th day of December, 2013.

Secretary, Board of Directors
Montrose Management District

(SEAL)

ORDER SETTING THE RATE OF ASSESSMENT FOR ALL PROPERTIES
ON THE DISTRICT'S ASSESSMENT ROLL FOR YEAR SEVEN OF THE
DISTRICT'S SERVICE PLAN (EASTERN SERVICE AREA)

WHEREAS, the Harris County Improvement District No. 6 was legally created by House Bill 3518, Act of the 79th Legislature, Regular Session, 2005 and approved by the Governor on June 17, 2005, and is governed by Chapters 375, Texas Local Government Code, and Chapter 3843, Texas Special Districts Local Laws Code (together, as amended ("the Governing Laws")). The Montrose Management District (the "District") is a consolidation of Harris County Improvement District No. 11 (the former West Montrose Management District) and Harris County Improvement District No. 6 (the former East Montrose Management District), which such consolidation was approved by an Order Approving Consolidation Agreement between Harris County Improvement District No. 11 and Harris County Improvement District No. 6 and Approving Consolidation, dated February 15, 2011, in accordance with State Law; and

WHEREAS, after appropriate notice was given pursuant to the provisions of the Governing Laws, the Board of Directors of the District (the "Board"), held a public hearing (the "Hearing") on March 19, 2008, on the advisability of the District providing services and improvement projects (the "Projects") described in the 2008-2017 Service and Improvement and Assessment Plan (the "Service Plan"), the nature and cost of the Projects, the area and property to be benefited by the Projects, the amount of the benefit and the proposed time, method and amount of assessments to pay for the Projects; and

WHEREAS, the Board, at a duly called meeting held on April 16, 2008, adopted an order (the "Original Order") approving the Service Plan, an assessment roll for the District, the levy of ten annual assessments, and other related matters; and

WHEREAS, the Original Order provided that the Board may vary the rate of assessment for subsequent years from the rate adopted for Year 1 of the Service Plan, provided that in no year may the rate be more than \$0.1250 per \$100 assessed valuation; and

WHEREAS, the Board desires to set the rate of assessment for Year 7 of the Service Plan for all properties on the District's assessment roll.

NOW, THEREFORE, BE IT ORDERED BY THE BOARD OF DIRECTORS OF THE MONTROSE MANAGEMENT DISTRICT THAT:

Assessment Rate for the Year 7. The rate of assessment for Year 6 of the Service Plan for the eastern portion of the District for all properties shown on the assessment roll is hereby set at \$0.1250 per \$100 of assessed valuation.

Method of Assessment; Caps. The District hereby assesses the properties shown on the District's assessment roll on the basis of the 2013 certified taxable values as shown on the appraisal rolls of the Harris County Appraisal District; and the total dollar assessment for each property is hereby capped at twice the total assessment on such property for the first year such property is assessed under the Service Plan.

Due Date. The sixth installment of the District's assessment shall be due and payable prior to February 1, 2014. Any assessment not paid by February 1, 2014, will be delinquent. All delinquent assessments shall incur penalties and interest as provided in the Original Order. There will be no split payment of assessments or discounts for the early payment of assessments.

Collection of Assessments. Equi-Tax, Inc., the District's Assessor/Collector, is hereby authorized and directed to collect the assessments on behalf of the District and to take all necessary actions in connection therewith. The procedures for the collection of assessments, for the calculation and imposition of penalties and interest, and for the enforcement of assessments, penalties and interest through a lien against the property assessed contained in the Original Order are hereby confirmed and ratified.

Filing with Harris County and TCEQ. The District's employees and legal counsel are hereby authorized to file all documents regarding the District's assessment rate that are required to be filed with Harris County and the Texas Commission on Environmental Quality ("TCEQ").

Ratification of Prior Action. All action not inconsistent with this order previously taken by the Board, the District, or by the District's employees or Assessor/Collector in connection with the matters set forth herein is hereby ratified, approved and confirmed.

(Signature Page Follows)

PASSED, APPROVED AND ADOPTED this 9th day of December, 2013.

Chairman, Board of Directors
Montrose Management District

ATTEST:

Secretary, Board of Directors
Montrose Management District

(SEAL)

CERTIFICATE FOR ORDER

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

I, the undersigned officer of the Board of Directors of the Montrose Management District, do hereby certify as follows:

1. The Board of Directors of the Montrose Management District convened in regular session on December 9, 2013, inside the boundaries of the District, and the roll was called of the duly constituted officers and members of the Board, to-wit:

Claude Wynn	Chairman
Randy Mitchmore	Vice Chairman
Cassie Stinson	Secretary
Brad Nagar	Assistant Secretary
Kathy Hubbard	Treasurer
Dana Thorpe	Director
Robert Jara	Director
Tammy Manning	Director
Debra "Lane" Llewellyn	Director
Robert Lincoln Heugel	Director
Michael V. Grover	Director
David Wynn Robinson	Director
Randall Ellis	Director

and all of said persons were present except Directors _____, thus constituting a quorum. Whereupon, among other business, the following was transacted at the meeting: a written

ORDER SETTING THE RATE OF ASSESSMENT FOR ALL PROPERTIES
ON THE DISTRICT'S ASSESSMENT ROLL FOR YEAR SEVEN
OF THE DISTRICT'S SERVICE PLAN

was introduced for the consideration of the Board. It was then duly moved and seconded that the Order be adopted; and, after due discussion, the motion, carrying with it the adoption of the Order, prevailed and carried unanimously.

2. That a true, full and correct copy of the aforesaid Order adopted at the meeting described in the above and foregoing paragraph is attached to and follows this certificate; that the Order has been duly recorded in the Board's minutes of the meeting; that the persons named in the above and foregoing paragraph are the duly chosen, qualified and acting officers and members of the Board as indicated therein; that each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place and purpose of the aforesaid meeting, and that the Order would be introduced and considered for adoption at the meeting, and each of the officers and members consented, in advance, to the

holding of the meeting for such purpose; that the meeting was open to the public as required by law; and that public notice of the time, place and subject of the meeting was given as required by Chapter 551, Texas Government Code.

SIGNED AND SEALED on the 9th day of December, 2013.

Secretary, Board of Directors
Montrose Management District

(SEAL)

AMENDED INFORMATION FORM OF
MONTROSE MANAGEMENT DISTRICT (EASTERN SERVICE AREA)

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

We, the undersigned, constituting a majority of the members of the Board of Directors of Montrose Management District (the "District"), do hereby make, execute and affirm this Amended Information Form in compliance with TEXAS WATER CODE §49.452 and §49.455 and 30 TEXAS ADMIN. CODE §293.92. We do hereby certify as follows:

1. The most recent assessment levied by the District on property within the eastern portion of the District is \$0.125 per \$100 of assessed valuation.
2. The form Notice to Purchasers required by §49.452, Texas Water Code, as amended, to be furnished by a seller to a purchaser of real property in the District is attached hereto as Exhibit "A" and incorporated herein for all purposes.

WITNESS OUR HANDS this _____ day of December, 2013.

Claude Wynn

Randy Mitchmore

Cassie Stinson

Brad Nagar

Kathy Hubbard

Dana Thorpe

Debra "Lane" Llewellyn

Robert Heugel

Michael V. Grover

Robert Jara

Tammy Manning

David Robinson

Randy Ellis

THE STATE OF TEXAS

§
§
§

COUNTY OF HARRIS

BEFORE ME, the undersigned, a Notary Public, on this day personally appeared Claude Wynn, Randy Mitchmore, Cassie Stinson, Brad Nagar, Kathy Hubbard, Dana Thorpe, Debra "Lane" Llewellyn, Michael V. Grover, David Wynn Robinson, Tammy Manning, Robert Heugel, Robert Jara, and Randall Ellis, known to me to be the persons and officers whose names are subscribed to the foregoing instrument and affirmed and acknowledged that said instrument is correct and accurate to the best of their knowledge and belief, and that they executed the same for the purposes and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this _____ day of December, 2013.

Notary Public, State of Texas

(SEAL)

After recording, return to: Montrose Management District, Harris County, Texas, c/o Bracewell & Giuliani, 711 Louisiana Street, Suite 2300, Pennzoil Place - South Tower, Houston, Texas 77002-2770, Attn: Clark Lord.

EXHIBIT "A"

NOTICE TO PURCHASERS

The real property, described below, that you are about to purchase is located in the MONTROSE MANAGEMENT DISTRICT (the "District"). The District has taxing authority separate from any other taxing authority, and may, subject to voter approval, issue an unlimited amount of bonds and levy an unlimited rate of tax in payment of such bonds. The District has not levied taxes but the most recent projected tax rate is \$ 0 on each \$100 of assessed valuation. The total amount of bonds, excluding refunding bonds and any bonds or any portion of bonds issued that are payable solely from revenues received or expected to be received under a contract with a governmental entity, approved by the voters and which have been or may, at this date, be issued is \$ 0, and the aggregate initial principal amounts of all bonds issued for one or more of the specified facilities of the District and payable in whole or in part from property taxes is \$ 0.

The District has the authority to adopt and impose a standby fee on property in the District that has water, sanitary sewer, or drainage facilities and services available but not connected and which does not have a house, building, or other improvement located thereon and does not substantially utilize the utility capacity available to the property. The District may exercise the authority without holding an election on the matter. As of this date, the most recent amount of the standby fee is \$ 0. An unpaid standby fee is a personal obligation of the person that owned the property at the time of imposition and is secured by a lien on the property. Any person may request a certificate from the District stating the amount, if any, of unpaid standby fees on a tract of property in the District.

The District has the authority to levy an assessment on property within the District. The District may exercise this authority without holding an election on the matter. As of this date, the amount of the assessment is \$ 0.125 per \$100 of valuation for the real property and any improvements thereon, as reflected on the tax rolls of the Harris County Appraisal District in the District.

The District is located in whole or in part within the corporate boundaries of the City of Houston. The taxpayers of the District are subject to the taxes imposed by the municipality and assessments or taxes imposed by the District until the District is dissolved. By law, a district located within the corporate boundaries of a municipality may be dissolved by municipal ordinance without the consent of the district or the voters of the district.

The purpose of this District is to promote, develop, encourage and maintain employment, commerce, transportation, housing, tourism, recreation, arts, entertainment, economic development, safety and public welfare. The cost of these services and improvements is not included in the purchase price of your property.

The legal description of the property you are acquiring is as follows:

(description of property)

SELLER:

(Date)

Signature of Seller

PURCHASER IS ADVISED THAT THE INFORMATION SHOWN ON THIS FORM IS SUBJECT TO CHANGE BY THE DISTRICT AT ANY TIME. THE DISTRICT ROUTINELY

ESTABLISHES ASSESSMENT RATES DURING THE MONTHS OF SEPTEMBER THROUGH DECEMBER OF EACH YEAR, EFFECTIVE FOR THE UPCOMING YEAR. PURCHASER IS ADVISED TO CONTACT THE DISTRICT TO DETERMINE THE STATUS OF ANY CURRENT OR PROPOSED CHANGES TO THE INFORMATION SHOWN ON THIS FORM.

The undersigned purchaser hereby acknowledges receipt of the foregoing notice at or prior to execution of a binding contract for the purchase of the real property described in such notice or at closing of purchase of the real property.

PURCHASER:

Signature of Purchaser

(Date)

(APPROPRIATE ACKNOWLEDGMENTS)

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. Adopt Order Supplementing Assessment Roll, Levying Assessments Against the Property on the Supplemental Assessment Roll for the Remainder of the 10-Year Period, and Setting the Assessment Rate for the Year 2013 for HCID #11.

ORDER SUPPLEMENTING THE ASSESSMENT ROLL FOR THE
MONTROSE MANAGEMENT DISTRICT AND LEVYING ASSESSMENTS
AGAINST THE PROPERTY ON THE SUPPLEMENTAL ASSESSMENT
ROLL (WESTERN SERVICE AREA)

WHEREAS, the Harris County Improvement District No. 11 (West Montrose Management District) was created by House Bill 4722, Acts of the 81st Legislature, Regular Session, 2009, and approved by the Governor on June 19, 2009, and is governed by Chapter 375, Texas Local Government Code and Chapter 3878, Texas Special Districts Local Laws Code (together, as amended, the "Act"). The Montrose Management District (the "District") is a consolidation of Harris County Improvement District No. 11 (the former West Montrose Management District) and Harris County Improvement District No. 6 (the former East Montrose Management District), which such consolidation was approved by an Order Approving Consolidation Agreement between Harris County Improvement District No. 11 and Harris County Improvement District No. 6 and Approving Consolidation, dated February 15, 2011, in accordance with State Law.

WHEREAS, in accordance with the Act, petitions (the "Petitions") were presented to the Board of Directors of the District (the "Board") requesting the District to provide services and improvements as described in the 2009-2017 Service and Improvement and Assessment Plan (the "Service Plan") for the western portion of the District; and

WHEREAS, after the issuance of proper notice pursuant to the Act, the District held a public hearing on the Petitions on October 21, 2010, to give property owners an opportunity to question and/or contest the granting of the Petitions; and

WHEREAS, on January 10, 2011, the Board adopted its Order Granting Petition; Approving a Service and Improvement and Assessment Plan; Approving an Assessment Roll; Setting an Assessment Rate for Property within the District For Year 1 of the District's Service and Improvement and Assessment Plan; Levying Annual Assessments Against Property within the District for a Seven Year Period Specified in the Service and Improvement Plan, Specifying the Method of Payment and the Amount of Annual Installments of the Assessment; Providing Penalties and Interest on Delinquent Assessments; and Authorizing the Collection of Assessments" (the "Original Order"); and

WHEREAS, the Act and the Original Order provides that the District may add to its assessment roll properties that are eligible for assessment that were not on the prior year's assessment roll, and properties with new improvements or substantially rehabilitated improvements (a rehabilitation is substantial if the costs of such rehabilitation equal or exceed 25% of the value of the original improvement) (the "Construction Improvements") at the value shown on the tax rolls of the Harris County Appraisal District ("HCAD") for each year; and

WHEREAS, the District's Assessor/Collector prepared a supplemental assessment roll (the "Supplemental Assessment Roll") with the Construction Improvements at the value shown on the tax rolls of HCAD on January 1, 2013; and

WHEREAS, after giving notice in accordance with the requirements of the Act, the District held a public hearing (the "Hearing") on November 7, 2013, on the advisability of

adding the Construction Improvements to the District's assessment roll at the value shown on the tax rolls of HCAD on January 1, 2013 and levying the third assessment against the properties with Construction Improvements based on the 2013 HCAD values; and

WHEREAS, following the Hearing, the Chief Hearing Examiner presented his report to the Board; and

WHEREAS, the Board desires to accept the Hearing Examiner's Report and Proposal for Decision (the "Hearing Examiner's Report"); and

WHEREAS, the Board desires to add to its assessment roll those properties with Construction Improvements at the value shown on the tax rolls of HCAD on January 1, 2013, and levy the fourth assessment against such properties based on the 2013 HCAD values; Now therefore,

OFFICIAL NOTICE OF CERTAIN MATTERS

The Board hereby orders that official notice be taken and that all persons, entities, and parties be on notice of and that the official record of the proceedings of the Hearing includes:

1. All memoranda and reports of the staff and of consultants to the District and documents of the District prepared and dated as of or prior to the date of such hearing and relating to the Petition, the District, the Service Plan, the levy of assessments, the Original Assessment Roll (as hereinafter defined) and supplementing the Original Assessment Roll with the Supplemental Assessment Roll, the basis of assessment and the subject matter of such hearing;
2. The status of the Houston Business Journal as a newspaper of general circulation within the county in which the District is located;
3. All petitions, certificates, orders, resolutions, reports, and related documents and data submitted to and on file with the District and Board relating to the hearing, the District's Service Plan, assessment roll and the proposed levy of assessments; and
4. The tax rolls of the Harris County Appraisal District for the Year 2013, the value of property on the tax roll and the owners of property and their addresses on the tax roll.

There was submitted for the record and as evidence of the matters therein contained, an affidavit of publication of notice of the hearing in the Houston Business Journal, with such publication occurring on October 4, 2013, which is at least thirty (30) days prior to the date of such hearing, as required by the Act.

There was also submitted evidence that notice was mailed by regular, first class U. S. Mail on October 2, 2013, which is at least thirty (30) days prior to the date of such hearing, as required by the Act, to each owner of property with Construction Improvements in the District subject to assessment at the address of such property owner as reflected on the most recent tax rolls of Harris County, Texas, such evidence including return receipts and returned notices of those persons who failed to accept or receive the notice of hearing.

FINDINGS OF FACT

In consideration of all issues of fact and law relative to the aforesaid hearing, the Board rules and makes the following Findings of Fact:

1. All petitions, resolutions, orders, and related documents and data required pursuant to the Act and to the Code, and of the District have been duly and timely submitted to and filed with the District.
2. By order of the Board, the time, date, subject, and place of the hearing before the Hearing Examiners was set for November 7, 2013, at 9:00 a.m. at the offices of Bracewell & Giuliani LLP, 711 Louisiana, Suite 2300, Houston, Texas 77002.
3. Notice of the Hearing (the "Notice") was given in accordance with the Act by publishing a copy of the Notice in The Houston Business Journal, a newspaper of general circulation in Harris County, Texas, on October 4, 2013, a date not later than thirty (30) days before the date of the hearing, and by mailing a copy of the Notice by regular, first class U. S. Mail on October 2, 2013, a date not later than thirty (30) days before the date of the Hearing, to each owner of property with Construction Improvements in the District at the current address of such property owner as shown on the Harris County Appraisal District tax roll.
4. The Service Plan and the Original Order authorize the District to supplement the assessment roll approved by the Original Order (the "Original Assessment Roll") without need for a further petition, provided that a public hearing is held in compliance with all requirements of the Act.
5. The Original Assessment Roll, as supplemented by the Supplemental Assessment Roll, (the "2013 Assessment Roll") should be approved as the assessment roll for the District.
6. That there should be levied against all properties shown on the Supplemental Assessment Roll for Year 4 of the Service Plan, an assessment for services and improvements in accordance with the Petition, the Service Plan and the Original Order.
7. All of the real property in the District, which is being assessed by the Board in the amount shown on the 2013 Assessment Roll, will be benefited by the services and improvements proposed to be provided by the District in the Service Plan, and each parcel of real property will receive special benefits in each year equal to or greater than the amount assessed, and will receive special benefits during the term of the Service Plan in an amount equal to or greater than the total amount assessed during the term of the Service Plan.
8. The cost of providing services and improvements for the District, as shown in the Service Plan, on the basis of the value of property as shown on the tax rolls of the Harris County Appraisal District and as shown on the 2013 Assessment Roll results in imposing equal shares of the cost on property similarly benefited, and results in a reasonable classification and formula for the apportionment of costs of

the various classes of services and improvements proposed to be provided in the Service Plan to the benefited property within the District.

9. The Board, pursuant to the Original Order, levied the first annual assessment using 2010 tax values against all properties shown on the District's assessment roll.
10. The provisions relating to due and delinquency dates for assessments, interest, and penalties on delinquent assessments, and procedures in connection with the Original Order with the imposition and collection of assessments as set forth in the Service Plan should be approved and continued and will expedite collection of the assessments in a timely manner in order to provide the services and improvements needed and required for the District as described with the Service Plan.
11. That the recitations, objectives, goals, costs, programs, and conclusions set forth in the Service Plan are found to be true and correct and will benefit the District and the properties within the District, including the Construction Improvements, as determined and set forth in the Service Plan.
12. The Board finds that it is advisable for the improvements and services set forth in the Service Plan be provided to properties within the District, including the Construction Improvements, during the term set forth in the Service Plan.
13. That the matters, facts, and recommendations of the Hearing Examiner's Report and Proposal for Decision are found to be true and correct.

CONCLUSIONS OF LAW

The District has met all requirements of the Act necessary to supplement the Original Assessment Roll with the Supplemental Assessment Roll and levy assessments on the properties with Construction Improvements, and the Hearing Examiner's Report and the Supplemental Assessment Roll should be approved.

1. The public hearing of the District on the advisability of the District supplementing the Original Assessment Roll with the Construction Improvements and levying an assessment against such properties based on the 2013 HCAD certified appraised values, was held and all necessary and appropriate notice thereof was given under the authority of and in accordance with the provisions of the Act.
2. The Board is authorized to supplement the Original Assessment Roll, to conduct the Hearing, and to levy assessments for services and improvements in accordance with the Petition and the Original Order.
3. In order to accomplish and effectuate the purposes for which the District was created as set forth in the Act, the Hearing Examiner's Report should be approved in its entirety, the 2013 Assessment Roll should be approved and the assessment on properties with Construction Improvements should be levied by the Board based on the 2013 HCAD certified appraised values of such properties.

4. The method of apportioning costs on the basis of valuation of property as shown on the tax rolls of the Harris County Appraisal District for services and improvements will result in the reasonable apportionment of the costs and in imposing equal shares of the costs of the Service Plan on properties similarly benefited and results in a reasonable classification and formula for the apportionment of the costs of the various classes of services and improvements proposed to be provided to the benefited property within the District.

NOW, THEREFORE, BE IT ORDERED BY THE BOARD OF DIRECTORS OF MONTROSE MANAGEMENT DISTRICT THAT:

Section 1. Findings and Adoption of Hearing Examiner's Report. The recitals, findings of fact and conclusions of law in the preamble of this Order are hereby found and determined to be true and correct. The matters, facts, and recommendations of the Hearing Examiner's Report, which is attached hereto as Exhibit A, are hereby accepted and the Hearing Examiner's Report and Proposal for Decision is hereby approved.

Section 2. Assessment Roll. The Original Assessment Roll is hereby supplemented with the Construction Improvements shown on the Supplemental Assessment Roll. The 2013 Assessment Roll is hereby approved as the assessment roll of the District. The 2013 Assessment Roll as approved is incorporated in this Order by reference.

Section 3. Levy of Assessments on Construction Improvements. The Board hereby levies upon the Construction Improvements shown on the Supplemental Assessment Roll an assessment for Year 4 at the rate of \$0.125 per \$100 assessed valuation, which rate was adopted by the Board on December 10, 2012.

Section 4. Collection of Assessments. Equi-Tax, Inc., the District's Assessor/Collector, is hereby authorized and directed to collect the assessments on behalf of the District and to take all necessary actions in connection therewith. The procedures for the collection of assessments, for the calculation and imposition of penalties and interest, and for the enforcement of assessments, penalties and interest through a lien against the property assessed, contained in the Original Order are hereby confirmed.

Section 5. Severability. If any provision, section, subsection, sentence, clause, or phrase of this Order, or the application of same to any person or set of circumstances is for any reason held to be unconstitutional, void, or invalid, the validity of the remaining portions of this Order or their application to other persons or sets of circumstances shall not be affected thereby, it being the intent of the Board in adopting this Order that no portion hereof, or provision or regulation contained herein shall become inoperative or fail by reason of any unconstitutionality, voidness, or invalidity of any other portion hereof, and all provisions of this Order are declared to be severable for that purpose.

Section 6. Ratification of Prior Action. All action not inconsistent with this order previously taken by the Board, the District, or by the District's employees or Assessor/Collector in connection with the matters set forth herein is hereby ratified, approved and confirmed. Further, the Authority's attorney may make any clerical clarifications regarding references to the District's assessment years in all prior records and documents to ensure that all such prior

records and documents are consistent with this Order and that any necessary corrections are made.

Section 6. Notice. The Board officially finds, determines, recites, and declares that sufficient written notices of the date, hour, place, and subject of this meeting of the Board were posted at places convenient to the public at the Harris County Clerk's Office and in the District for the time required by law preceding this meeting, as required by the Open Meetings Law, Chapter 551, Texas Government Code, and that this meeting has been open to the public as required by law at all times during which this Order and the subject matter thereof has been discussed, considered, and formally acted upon. The Board further ratifies, approves, and confirms such written notice and the contents and posting thereof.

[Signature Page Follows]

PASSED AND ADOPTED this 9th day of December, 2013.

Chairman, Board of Directors
Montrose Management District

ATTEST:

Secretary, Board of Directors
Montrose Management District

(SEAL)

Exhibit A - Hearings Examiner's Report and Proposal for Decision

CERTIFICATE FOR ORDER

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

I, the undersigned officer of the Board of Directors of the Montrose Management District, do hereby certify as follows:

1. The Board of Directors of the Montrose Management District convened in regular session on December 9, 2013, inside the boundaries of the District, and the roll was called of the duly constituted members of said Board, to-wit:

Claude Wynn	Chairman
Randy Mitchmore	Vice Chairman
Cassie Stinson	Secretary
Brad Nagar	Assistant Secretary
Kathy Hubbard	Treasurer
Dana Thorpe	Director
Robert Jara	Director
Tammy Manning	Director
Debra "Lane" Llewellyn	Director
Robert Lincoln Heugel	Director
Michael V. Grover	Director
David Wynn Robinson	Director
Randall Ellis	Director

and all of said persons were present except Directors _____ thus constituting a quorum. Whereupon, among other business, the following was transacted at the meeting: a written

ORDER SUPPLEMENTING THE ASSESSMENT ROLL FOR MONTROSE MANAGEMENT DISTRICT AND LEVYING ASSESSMENTS AGAINST THE PROPERTIES ON THE SUPPLEMENTAL ASSESSMENT ROLL (WESTERN SERVICE AREA)

was introduced for the consideration of the Board. It was then duly moved and seconded that the Order be adopted; and, after due discussion, the motion, carrying with it the adoption of the Order, prevailed and carried unanimously.

2. That a true, full and correct copy of the aforesaid Order adopted at the meeting described in the above and foregoing paragraph is attached to and follows this certificate; that the Order has been duly recorded in the Board's minutes of the meeting; that the persons named in the above and foregoing paragraph are the duly chosen, qualified and acting officers and members of the Board as indicated therein; that each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place and purpose of the aforesaid meeting, and that the Order would be introduced and considered for adoption at the meeting, and each of the officers and members consented, in advance, to the holding of the meeting for such purpose; that the meeting was open to the public as required by

law; and that public notice of the time, place and subject of the meeting was given as required by Chapter 551, Texas Government Code, and Section 49.063, Texas Water Code.

SIGNED AND SEALED on the 9th day of December, 2013.

Secretary, Board of Directors
Montrose Management District

(SEAL)

ORDER SETTING THE RATE OF ASSESSMENT FOR ALL PROPERTIES
ON THE DISTRICT'S ASSESSMENT ROLL FOR YEAR FOUR OF THE
DISTRICT'S SERVICE PLAN (WESTERN SERVICE AREA)

WHEREAS, the Harris County Improvement District No. 11 (West Montrose Management District) was created by House Bill 4722, Acts of the 81st Legislature, Regular Session, 2009, and approved by the Governor on June 19, 2009, and is governed by Chapter 375, Texas Local Government Code and Chapter 3878, Texas Special Districts Local Laws Code (together, as amended, the "Act"). The Montrose Management District (the "District") is a consolidation of Harris County Improvement District No. 11 (the former West Montrose Management District) and Harris County Improvement District No. 6 (the former East Montrose Management District), which such consolidation was approved by an Order Approving Consolidation Agreement between Harris County Improvement District No. 11 and Harris County Improvement District No. 6 and Approving Consolidation, dated February 15, 2011, in accordance with State Law; and

WHEREAS, after appropriate notice was given pursuant to the provisions of the Governing Laws, the Board of Directors of the District (the "Board"), held a public hearing (the "Hearing") on January 10, 2011, on the advisability of the District providing services and improvement projects (the "Projects") described in the 2009-2017 Service and Improvement and Assessment Plan (the "Service Plan"), the nature and cost of the Projects, the area and property to be benefited by the Projects, the amount of the benefit and the proposed time, method and amount of assessments to pay for the Projects; and

WHEREAS, the Board, at a duly called meeting held on January 10, 2011, adopted an order (the "Original Order") approving the Service Plan, an assessment roll for the District, the levy of eight annual assessments, and other related matters; and

WHEREAS, the Original Order provided that the Board may vary the rate of assessment for subsequent years from the rate adopted for Year 2 of the Service Plan, provided that in no year may the rate be more than \$0.1250 per \$100 assessed valuation; and

WHEREAS, the Board desires to set the rate of assessment for Year 4 of the Service Plan for all properties on the District's assessment roll.

NOW, THEREFORE, BE IT ORDERED BY THE BOARD OF DIRECTORS OF THE MONTROSE MANAGEMENT DISTRICT THAT:

Assessment Rate. The rate of assessment for Year 4 of the Service Plan for the western portion of the District for all properties shown on the assessment roll is hereby set at \$0.1250 per \$100 of assessed valuation.

Method of Assessment; Caps. The District hereby assesses the properties shown on the District's assessment roll on the basis of the 2013 certified taxable values as shown on the appraisal rolls of the Harris County Appraisal District; and the total dollar assessment for each property is hereby capped at twice the total assessment on such property for the first year such property is assessed under the Service Plan.

Due Date. The fourth installment of the District's assessment shall be due and payable prior to February 1, 2014. Any assessment not paid prior to February 1, 2014, will be delinquent. All delinquent assessments shall incur penalties and interest as provided in the Original Order. There will be no split payment of assessments or discounts for the early payment of assessments.

Collection of Assessments. Equi-Tax, Inc., the District's Assessor/Collector, is hereby authorized and directed to collect the assessments on behalf of the District and to take all necessary actions in connection therewith. The procedures for the collection of assessments, for the calculation and imposition of penalties and interest, and for the enforcement of assessments, penalties and interest through a lien against the property assessed contained in the Original Order are hereby confirmed and ratified.

Filing with Harris County and TCEQ. The District's employees and legal counsel are hereby authorized to file all documents regarding the District's assessment rate that are required to be filed with Harris County and the Texas Commission on Environmental Quality ("TCEQ").

Ratification of Prior Action. All action not inconsistent with this order previously taken by the Board, the District, or by the District's employees or Assessor/Collector in connection with the matters set forth herein is hereby ratified, approved and confirmed.

(Signature Page Follows)

PASSED, APPROVED AND ADOPTED this 9th day of December, 2013.

Chairman, Board of Directors
Montrose Management District

ATTEST:

Secretary, Board of Directors
Montrose Management District

(SEAL)

CERTIFICATE FOR ORDER

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

I, the undersigned officer of the Board of Directors of the Montrose Management District, do hereby certify as follows:

1. The Board of Directors of the Montrose Management District convened in regular session on December 9, 2013, inside the boundaries of the District, and the roll was called of the duly constituted officers and members of the Board, to-wit:

Claude Wynn	Chairman
Randy Mitchmore	Vice Chairman
Cassie Stinson	Secretary
Brad Nagar	Assistant Secretary
Kathy Hubbard	Treasurer
Dana Thorpe	Director
Robert Jara	Director
Tammy Manning	Director
Debra "Lane" Llewellyn	Director
Robert Lincoln Heugel	Director
Michael V. Grover	Director
David Wynn Robinson	Director
Randall Ellis	Director

and all of said persons were present except Directors _____, thus constituting a quorum. Whereupon, among other business, the following was transacted at the meeting: a written

ORDER SETTING THE RATE OF ASSESSMENT FOR ALL PROPERTIES
ON THE DISTRICT'S ASSESSMENT ROLL FOR YEAR FOUR
OF THE DISTRICT'S SERVICE PLAN

was introduced for the consideration of the Board. It was then duly moved and seconded that the Order be adopted; and, after due discussion, the motion, carrying with it the adoption of the Order, prevailed and carried unanimously.

2. That a true, full and correct copy of the aforesaid Order adopted at the meeting described in the above and foregoing paragraph is attached to and follows this certificate; that the Order has been duly recorded in the Board's minutes of the meeting; that the persons named in the above and foregoing paragraph are the duly chosen, qualified and acting officers and members of the Board as indicated therein; that each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place and purpose of the aforesaid meeting, and that the Order would be introduced and considered for adoption at the meeting, and each of the officers and members consented, in advance, to the

holding of the meeting for such purpose; that the meeting was open to the public as required by law; and that public notice of the time, place and subject of the meeting was given as required by Chapter 551, Texas Government Code.

SIGNED AND SEALED on the 9th day of December, 2013.

Secretary, Board of Directors
Montrose Management District

(SEAL)

AMENDED INFORMATION FORM OF
MONTROSE MANAGEMENT DISTRICT (WESTERN SERVICE AREA)

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

We, the undersigned, constituting a majority of the members of the Board of Directors of Montrose Management District (the "District"), do hereby make, execute and affirm this Amended Information Form in compliance with TEXAS WATER CODE §49.452 and §49.455 and 30 TEXAS ADMIN. CODE §293.92. We do hereby certify as follows:

1. The most recent assessment levied by the District on property within the western portion of the District is \$0.125 per \$100 of assessed valuation.
2. The form Notice to Purchasers required by §49.452, Texas Water Code, as amended, to be furnished by a seller to a purchaser of real property in the District is attached hereto as Exhibit "A" and incorporated herein for all purposes.

WITNESS OUR HANDS this _____ day of December, 2013.

Claude Wynn

Randy Mitchmore

Cassie Stinson

Brad Nagar

Kathy Hubbard

Dana Thorpe

Debra "Lane" Llewellyn

Robert Heugel

Michael V. Grover

Robert Jara

Tammy Manning

David Robinson

Randy Ellis

THE STATE OF TEXAS

§
§
§

COUNTY OF HARRIS

BEFORE ME, the undersigned, a Notary Public, on this day personally appeared Claude Wynn, Randy Mitchmore, Cassie Stinson, Brad Nagar, Kathy Hubbard, Dana Thorpe, Debra "Lane" Llewellyn, Michael V. Grover, David Wynn Robinson, Robert Jara, Robert Heugel, Tammy Manning, and Randall Ellis, known to me to be the persons and officers whose names are subscribed to the foregoing instrument and affirmed and acknowledged that said instrument is correct and accurate to the best of their knowledge and belief, and that they executed the same for the purposes and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this ____ day of December, 2013.

(SEAL)

Notary Public, State of Texas

After recording, return to: Montrose Management District, Harris County, Texas, c/o Bracewell & Giuliani, 711 Louisiana Street, Suite 2300, Pennzoil Place - South Tower, Houston, Texas 77002-2770, Attn: Clark Lord.

EXHIBIT "A"

NOTICE TO PURCHASERS

The real property, described below, that you are about to purchase is located in the MONTROSE MANAGEMENT DISTRICT (the "District"). The District has taxing authority separate from any other taxing authority, and may, subject to voter approval, issue an unlimited amount of bonds and levy an unlimited rate of tax in payment of such bonds. The District has not levied taxes but the most recent projected tax rate is \$ 0 on each \$100 of assessed valuation. The total amount of bonds, excluding refunding bonds and any bonds or any portion of bonds issued that are payable solely from revenues received or expected to be received under a contract with a governmental entity, approved by the voters and which have been or may, at this date, be issued is \$ 0, and the aggregate initial principal amounts of all bonds issued for one or more of the specified facilities of the District and payable in whole or in part from property taxes is \$ 0.

The District has the authority to adopt and impose a standby fee on property in the District that has water, sanitary sewer, or drainage facilities and services available but not connected and which does not have a house, building, or other improvement located thereon and does not substantially utilize the utility capacity available to the property. The District may exercise the authority without holding an election on the matter. As of this date, the most recent amount of the standby fee is \$ 0. An unpaid standby fee is a personal obligation of the person that owned the property at the time of imposition and is secured by a lien on the property. Any person may request a certificate from the District stating the amount, if any, of unpaid standby fees on a tract of property in the District.

The District has the authority to levy an assessment on property within the District. The District may exercise this authority without holding an election on the matter. As of this date, the amount of the assessment is \$0.125 per \$100 of valuation for the real property and any improvements thereon, as reflected on the tax rolls of the Harris County Appraisal District in the District.

The District is located in whole or in part within the corporate boundaries of the City of Houston. The taxpayers of the District are subject to the taxes imposed by the municipality and assessments or taxes imposed by the District until the District is dissolved. By law, a district located within the corporate boundaries of a municipality may be dissolved by municipal ordinance without the consent of the district or the voters of the district.

The purpose of this District is to promote, develop, encourage and maintain employment, commerce, transportation, housing, tourism, recreation, arts, entertainment, economic development, safety and public welfare. The cost of these services and improvements is not included in the purchase price of your property.

The legal description of the property you are acquiring is as follows:

(description of property)

SELLER:

(Date)

Signature of Seller

PURCHASER IS ADVISED THAT THE INFORMATION SHOWN ON THIS FORM IS SUBJECT TO CHANGE BY THE DISTRICT AT ANY TIME. THE DISTRICT ROUTINELY

ESTABLISHES ASSESSMENT RATES DURING THE MONTHS OF SEPTEMBER THROUGH DECEMBER OF EACH YEAR, EFFECTIVE FOR THE UPCOMING YEAR. PURCHASER IS ADVISED TO CONTACT THE DISTRICT TO DETERMINE THE STATUS OF ANY CURRENT OR PROPOSED CHANGES TO THE INFORMATION SHOWN ON THIS FORM.

The undersigned purchaser hereby acknowledges receipt of the foregoing notice at or prior to execution of a binding contract for the purchase of the real property described in such notice or at closing of purchase of the real property.

PURCHASER:

Signature of Purchaser

(Date)

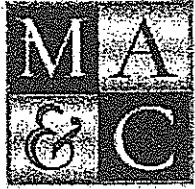
(APPROPRIATE ACKNOWLEDGMENTS)

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



MUNICIPAL ACCOUNTS
& CONSULTING, L.P.

Montrose Management District

Bookkeeper's Report

December 9, 2013

Montrose Management District
Cash Flow Report - Checking Account
As of December 9, 2013

Num	Name	Memo	Amount	Balance
BALANCE AS OF 11/12/2013				\$9,913.98
Receipts				
	Luncheon Sponsorships		1,000.00	
	Wire Transfer		35,000.00	
	Wire Transfer		75,000.00	
Total Receipts				111,000.00
Disbursements				
3844	Bankcard Center	Credit Card Expenses	(981.11)	
3845	ASE Security Solutions, LLC	Mobile Camera Program	(130.00)	
3846	La Colombe d'or Restaurant and Hotel, Inc	Annual Luncheon	(4,400.00)	
3847	Aaron M Day	Security Expense	(2,185.89)	
3848	Adalberto R Ramos	Security Expense	(1,196.33)	
3849	Brian M Alms	Security Expense	(1,163.61)	
3850	Chad J Wall	Security Expense	(1,004.61)	
3851	John E Obenhaus	Security Expense	(2,327.81)	
3852	Joseph C Mabasa	Security Expense	(2,497.53)	
3853	Juan Arroyo	Security Expense	(1,706.35)	
3854	Lee T Jaquarya	Security Expense	(1,733.29)	
3855	Leon Laureano.	Security Expense	(1,459.63)	
3856	Mandy Arroyo.	Security Expense	(1,189.54)	
3857	Ricardo Gonzales	Security Expense	(353.87)	
3858	Richard J Bass	Security Expense	(1,106.61)	
3859	Todd L Thibodeaux	Security Expense	(1,447.05)	
3860	Victor Beserra.	Security Expense / Coordinator Fee	(3,831.03)	
3861	Thomas A Wertheim, Trustee	Assessment Refund	(206.61)	
3862	5020 Investments Ltd	Office Lease Expense	(1,200.00)	
3863	ASE Security Solutions, LLC	Mobile Camera Program	(1,502.50)	
3864	Blank Rome LLP	Legal Fees	(119.00)	
3865	Bracewell & Giuliani LLP	Legal Fees - General Counsel	(3,117.98)	
3866	Walter P. Moore	West Montrose Mobility Study	(4,041.30)	
3867	Cracked Fox	Graphic Design & Marketing Services	(2,500.00)	
3868	Deborah Quinn Hensel	Writing and Photography Expense	(1,000.00)	
3869	Dennis C. Beedon	Reimbursement of Expenses	(357.63)	
3870	e-Vision 1 Productions, LLC	MMD Video Archive	(3,000.00)	
3871	Equi-Tax, Inc.	Tax Services	(1,374.34)	
3872	Friend of Mandell Park	Grant to Friends of Madell Park	(15,000.00)	
3873	Greater East End Management District	Graffiti Abatement Services	(4,480.00)	
3874	Harris County Treasurer	Legal Fees	(4,930.56)	
3875	Hawes Hill Calderon, LLP	Consulting & Admin Fee	(18,459.83)	
3876	Houston Arts Alliance	Syndication Services - Pmt 4 of 12	(250.00)	
3877	MDBA	Sponsor - Luncheon & Awards Presentation	(750.00)	
3878	Mr. Dirt of Texas	Street Sweeping Expense	(8,880.00)	
3879	Municipal Accounts & Consulting, L.P.	Bookkeeping Fees	(1,437.22)	
3880	Primer Grey	Website Maintenance	(2,000.00)	
3881	Shooter and Lindsey, Inc.	Landscape Maintenance	(1,053.00)	
3882	Tawny Tidwell	Social Media Consulting Services	(2,500.00)	
3883	Bankcard Center	Credit Card Expenses	0.00	
3884	Ricardo Gonzales	Security Expense	(180.94)	
3885	Todd L Thibodeaux	Security Expense	(193.94)	
3886	Victor Beserra.	To Reimb Patrol Expenses	(803.85)	

Montrose Management District
Cash Flow Report - Checking Account
As of December 9, 2013

Num	Name	Memo	Amount	Balance
Disbursements				
Wire	United States Treasury	Monthly Payroll Taxes_November	(9,532.94)	
Total Disbursements				(117,585.90)
BALANCE AS OF 12/9/2013				\$3,328.08

Montrose Management District

Account Balances

As of December 9, 2013

Financial Institution (Acct Number)	Issue Date	Maturity Date	Interest Rate	Account Balance	Notes
Fund: Operating					
Certificates of Deposit					
GREEN BANK (XXXXX0169)	07/15/2013	12/12/2013	0.25 %	50,000.00	East Zone
GREEN BANK (XXXXX0143)	08/13/2013	02/10/2014	0.30 %	50,000.00	East Zone
GREEN BANK (XXXXX0311)	09/10/2013	03/10/2014	0.30 %	50,000.00	East Zone
GREEN BANK (XXXXX0210)	09/10/2013	03/20/2014	0.30 %	50,000.00	West Zone
POST OAK BANK (XXXXX0889)	10/12/2013	04/10/2014	0.30 %	50,000.00	East Zone
POST OAK BANK (XXXXX0897)	10/12/2013	04/10/2014	0.30 %	50,000.00	West Zone
ICON BANK (XXXXX7935)	11/06/2013	05/05/2014	0.32 %	50,000.00	West Zone
ICON BANK (XXXXX8032)	11/06/2013	05/12/2014	0.32 %	50,000.00	East Zone
Money Market Funds					
COMPASS BANK-PREMIER (XXXXX2019)	03/20/2012		0.20 %	151,327.58	(East Zone) Tax
COMPASS BANK-PREMIER (XXXXX2086)	03/20/2012		0.20 %	192,126.15	(West Zone) Tax
Checking Account(s)					
TRADITION BANK (XXXXX9069)			0.25 %	3,328.08	Checking Account
Totals for Operating Fund:				\$746,781.81	
Grand total for Montrose Management District:				\$746,781.81	

Montrose Management District
Summary of Pledged Securities
 As of December 9, 2013

Financial Institution: COMPASS BANK-PREMIER		
Total CDs, MM:	\$343,453.73	Collateral Security Required: Yes
Less FDIC coverage:	\$250,000.00	Collateral Security Agreement On File: Yes
Total pledged securities:	\$705,773.87	Investment Policy Received: Yes
Ratio of pledged securities to investments:	755.21 %	
Financial Institution: GREEN BANK		
Total CDs, MM:	\$200,000.00	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: TRADITION BANK (Depository Bank)		
Total CDs, MM, and Checking Accounts:	\$3,328.08	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
November 2013

	Nov 13	Budget	\$ Over Budget	% of Budget	Jan - Nov 13	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
Sources of Funds									
14110 - Assessments	6,082.31	964.00	5,118.31	630.95%	425,544.67	376,625.00	48,919.67	112.99%	424,319.00
14112 - Assessment Refunds	0.00	727.33	(727.33)	0.0%	57.13	8,000.67	(7,943.54)	0.71%	8,728.00
14310 - Penalties & Interest	1,871.22	833.33	1,037.89	224.55%	8,736.35	9,166.67	(430.32)	95.31%	10,000.00
14370 - Interest Earned on Temp. Invest	0.00	16.17	(16.17)	0.0%	672.25	177.83	494.42	378.03%	194.00
14380 - Interest	2.67	2.67	0.00	100.0%	29.33	29.33	0.00	100.0%	32.00
14390 - Ending FY 2012 Fund Balance	3,264.25	3,264.25	0.00	100.0%	35,906.75	35,906.75	0.00	100.0%	39,171.00
Total Sources of Funds	11,220.45	5,807.75	5,412.70	193.2%	470,946.48	429,906.25	41,040.23	109.55%	482,444.00
Uses of Funds									
Business Development									
16124 - Marketing & Public Rel Director	966.40	966.42	(0.02)	100.0%	10,630.40	10,630.58	(0.18)	100.0%	11,597.00
16125 - Marketing & Public Relations	11,108.63	7,397.33	3,711.30	150.17%	74,321.70	81,370.67	(7,048.97)	91.34%	88,768.00
16130 - Publication	40.11	0.00	40.11	100.0%	40.11	0.00	40.11	100.0%	0.00
16131 - Web Site Development	0.00	384.00	(384.00)	0.0%	0.00	4,224.00	(4,224.00)	0.0%	4,608.00
16135 - Economic Development Services	179.80	1,013.33	(833.53)	17.74%	4,193.04	11,146.67	(6,953.63)	37.62%	12,160.00
16140 - Web Site Maint./Host/I.T.	25.57	160.00	(134.43)	15.98%	25.57	1,760.00	(1,734.43)	1.45%	1,933.00
16141 - GIS Services	108.00	320.00	(212.00)	33.75%	1,472.51	3,520.00	(2,047.49)	41.83%	3,840.00
Total Business Development	12,428.51	10,241.08	2,187.43	121.36%	90,683.33	112,651.92	(21,968.59)	80.5%	122,893.00
Mobility & Transportation									
17001 - Transportation Inv. Contract	0.00	1,066.67	(1,066.67)	0.0%	0.00	11,733.33	(11,733.33)	0.0%	12,800.00
17010 - Engineering Services	0.00	2,666.67	(2,666.67)	0.0%	0.00	29,333.33	(29,333.33)	0.0%	32,000.00
17030 - Mobility Projects	0.00	4,011.25	(4,011.25)	0.0%	12,348.13	44,123.75	(31,775.62)	27.99%	48,135.00
Total Mobility & Transportation	0.00	7,744.59	(7,744.59)	0.0%	12,348.13	85,190.41	(72,842.28)	14.5%	92,935.00
Project Staffing & Admin									
16150 - Admin & Management	673.90	668.58	5.32	100.8%	7,473.56	7,354.42	119.14	101.62%	8,023.00
16160 - Reimbursable Expenses	92.88	427.83	(334.95)	21.71%	1,089.30	4,706.17	(3,616.87)	23.15%	5,134.00
16170 - Reimbursable Mileage	65.79	133.75	(67.96)	49.19%	1,821.90	1,471.25	350.65	123.83%	1,605.00
16180 - Postage, Deliveries	39.48	34.75	4.73	113.61%	227.38	382.25	(154.87)	59.49%	417.00
16190 - Printing & Reproduction	224.45	187.17	37.28	119.92%	2,571.56	2,058.83	512.73	124.9%	2,246.00
16200 - Public Notices, Advertising	0.00	213.92	(213.92)	0.0%	526.19	2,353.08	(1,826.89)	22.36%	2,567.00
16210 - Project Management	1,251.52	1,260.75	(9.23)	99.27%	13,766.72	13,868.25	(101.53)	99.27%	15,129.00
16215 - Director Of Services	2,157.00	2,157.00	0.00	100.0%	23,727.00	23,727.00	0.00	100.0%	25,884.00
16220 - Legal Services	1,593.56	641.83	951.73	248.28%	48,878.38	7,060.17	41,818.21	692.31%	7,702.00
16250 - Bookkeeping	496.00	417.17	78.83	118.9%	5,492.75	4,588.83	903.92	119.7%	5,006.00
16260 - Assess Data Mgmt & Billing Svcs	439.79	588.33	(148.54)	74.75%	6,465.81	6,471.67	(5.86)	99.91%	7,060.00
16270 - Office Supplies	0.00	80.25	(80.25)	0.0%	0.00	882.75	(882.75)	0.0%	963.00
16280 - Other	1.93	16.08	(14.15)	12.0%	65.76	176.92	(111.16)	37.17%	193.00
16290 - Office Lease Space	387.93	417.17	(29.24)	92.99%	4,258.68	4,588.83	(330.15)	92.81%	5,006.00
16291 - Office Equipment	348.40	66.83	281.57	521.32%	643.26	735.17	(91.91)	87.5%	802.00

Montrose Management District
Revenue & Expenditures East Zone
November 2013

	Nov 13	Budget	\$ Over Budget	% of Budget	Jan - Nov 13	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
16340 · Auditing Fees	0.00	0.00	0.00	0.0%	3,555.25	3,530.00	25.25	100.72%	3,530.00
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
Total Project Staffing & Admin	7,772.63	7,311.41	461.22	106.31%	123,332.57	88,904.59	34,527.98	138.88%	96,116.00
Security and Public Safety									
15415 · Vehicle Maint. & Operations	127.89	266.67	(138.78)	47.96%	2,107.46	2,933.33	(825.87)	71.85%	3,200.00
15420 · Contract Public Safety Services	9,646.00	9,866.67	(220.67)	97.76%	101,810.73	108,533.33	(6,722.60)	93.81%	118,400.00
15425 · Mobile Camera Program	1,109.85	1,042.92	66.93	106.42%	12,241.13	11,472.08	769.05	106.7%	12,515.00
15430 · Cell Phone	64.27	48.00	16.27	133.9%	933.52	528.00	405.52	176.8%	576.00
16100 · Store Front Equipment	0.00	27.67	(27.67)	0.0%	0.00	304.33	(304.33)	0.0%	332.00
16102 · Public Safety Equipment	26.00	133.33	(107.33)	19.5%	243.78	1,466.67	(1,222.89)	16.62%	1,600.00
16110 · Graffiti Abatement	1,437.65	1,600.00	(162.35)	89.85%	19,323.47	17,600.00	1,723.47	109.79%	19,200.00
16115 · Nuisance Abatement	0.00	1,333.33	(1,333.33)	0.0%	0.00	14,666.67	(14,666.67)	0.0%	16,000.00
Total Security and Public Safety	12,411.66	14,318.59	(1,906.93)	86.68%	136,660.09	157,504.41	(20,844.32)	86.77%	171,823.00
Visual Improvements & Cultural									
16212 · Beautification Design & Install	0.00	9,715.17	(9,715.17)	0.0%	22,071.54	106,866.83	(84,795.29)	20.65%	116,582.00
16213 · Landscape Maintenance	1,053.00	1,250.00	(197.00)	84.24%	11,583.00	13,750.00	(2,167.00)	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%	33,654.54	120,616.83	(86,962.29)	27.9%	150,782.00
Total Uses	33,665.80	50,580.84	(16,915.04)	66.56%	396,678.66	564,768.16	(168,089.50)	70.24%	634,549.00
Net Ordinary Revenue	(22,445.35)	(44,773.09)	22,327.74	50.13%	74,267.82	(134,861.91)	209,129.73	(55.07%)	(152,105.00)
Net Ordinary Revenue	(22,445.35)	(44,773.09)	22,327.74	50.13%	74,267.82	(134,861.91)	209,129.73	(55.07%)	(152,105.00)

Montrose Management District
Revenue & Expenditures West Zone
November 2013

Sources of Funds	Nov 13	Budget	\$ Over Budget	% of Budget	Jan - Nov 13	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
14110-1 - Assessments.	2,576.32	745.18	1,831.14	345.73%	978,011.19	857,027.18	120,984.01	114.12%	888,245.00
14112-1 - Assessment Refunds.	0.00	1,522.67	(1,522.67)	0.0%	3,237.22	16,749.33	(13,512.11)	19.33%	18,272.00
14310-1 - Penalties & Interest.	587.22	1,250.00	(662.78)	46.98%	14,075.23	13,750.00	325.23	102.37%	15,000.00
14370-1 - Interest Earned on Temp. Inves	0.00	33.83	(33.83)	0.0%	381.59	372.17	9.42	102.53%	406.00
14380-1 - Interest.	5.67	5.67	0.00	100.0%	62.33	62.33	0.00	100.0%	68.00
14390-1 - Ending FY 2012 Fund Balance	6,833.25	6,833.25	0.00	100.0%	75,165.75	75,165.75	0.00	100.0%	81,999.00
Total Sources of Funds	10,002.46	10,390.60	(388.14)	96.27%	1,070,933.31	963,126.76	107,806.55	111.19%	1,003,990.00
Uses of Funds									
Business Development									
16124-1 - Marketing & Public Rel Dir	2,045.10	2,045.08	0.02	100.0%	22,496.10	22,495.92	0.18	100.0%	24,541.00
16125-1 - Marketing & Public Relation	23,549.00	15,719.33	7,829.67	149.81%	156,027.30	172,912.67	(16,885.37)	90.24%	188,632.00
16130-1 - Publications	84.89	0.00	84.89	100.0%	84.89	0.00	84.89	100.0%	0.00
16131-1 - Web Site Development.	0.00	816.00	(816.00)	0.0%	0.00	8,976.00	(8,976.00)	0.0%	9,792.00
16135-1 - Economic Development Service	382.06	2,153.33	(1,771.27)	17.74%	8,858.82	23,686.67	(14,827.85)	37.4%	25,840.00
16140-1 - Web Site Main./Host/I.T.,	54.33	340.00	(285.67)	15.98%	54.33	3,740.00	(3,685.67)	1.45%	4,080.00
16141-1 - GIS Services.	229.50	680.00	(450.50)	33.75%	3,108.31	7,480.00	(4,371.69)	41.56%	8,160.00
Total Business Development	26,344.88	21,753.74	4,591.14	121.11%	190,629.75	239,291.26	(48,661.51)	79.66%	261,045.00
Mobility & Transportation									
17001-1 - Transportation Inv. Contract.	0.00	2,266.67	(2,266.67)	0.0%	0.00	24,933.33	(24,933.33)	0.0%	27,200.00
17010-1 - Engineering Services.	0.00	5,666.67	(5,666.67)	0.0%	0.00	62,333.33	(62,333.33)	0.0%	68,000.00
17030-1 - Mobility Projects.	0.00	8,488.75	(8,488.75)	0.0%	26,129.54	93,376.25	(67,246.71)	27.98%	101,865.00
Total Mobility & Transportation	0.00	16,422.09	(16,422.09)	0.0%	26,129.54	180,642.91	(154,513.37)	14.47%	197,065.00
Project Staffing & Admin									
16150-1 - Admin & Management	1,426.10	1,414.75	11.35	100.8%	15,815.46	15,562.25	253.21	101.63%	16,977.00
16160-1 - Reimbursable Expenses.	196.59	905.50	(708.91)	21.71%	1,814.62	9,960.50	(8,145.88)	18.22%	10,866.00
16170-1 - Reimbursable Mileage.	139.23	282.92	(143.69)	49.21%	4,140.30	3,112.08	1,028.22	133.04%	3,395.00
16180-1 - Postage, Deliveries	83.61	73.58	10.03	113.63%	456.03	809.42	(353.39)	56.34%	883.00
16190-1 - Printing & Reproduction	425.33	396.17	29.16	107.36%	5,103.30	4,357.83	745.47	117.11%	4,754.00
16200-1 - Public Notices, Advertising	0.00	452.75	(452.75)	0.0%	1,259.02	4,980.25	(3,721.23)	25.28%	5,433.00
16210-1 - Project Management	2,648.48	2,639.25	9.23	100.35%	29,133.28	29,031.75	101.53	100.35%	31,671.00
16215-1 - Director Of Services	4,564.67	4,564.67	0.00	100.0%	50,211.37	50,211.33	0.04	100.0%	54,776.00
16220-1 - Legal Services.	3,337.00	1,358.17	1,978.83	245.7%	101,868.71	14,939.83	86,928.88	681.86%	16,298.00
16250-1 - Bookkeeping.	1,049.00	882.83	166.17	118.82%	11,602.25	9,711.17	1,891.08	119.47%	10,594.00
16260-1 - Assess Data Mgmt & Billing Svc	934.55	1,245.00	(310.45)	75.06%	13,732.05	13,695.00	37.05	100.27%	14,940.00
16270-1 - Office Supplies.	0.00	169.75	(169.75)	0.0%	0.00	1,867.25	(1,867.25)	0.0%	2,037.00
16280-1 - Other.	4.07	33.92	(29.85)	12.0%	151.00	373.08	(222.08)	40.47%	407.00
16290-1 - Office Lease Space.	812.07	882.83	(70.76)	91.99%	8,941.32	9,711.17	(769.85)	92.07%	10,594.00
16291-1 - Office Equipment.	740.08	141.50	598.58	523.03%	1,362.32	1,556.50	(194.18)	87.53%	1,698.00

Montrose Management District
Revenue & Expenditures West Zone
November 2013

	Nov 13	Budget	\$ Over Budget	% of Budget	Jan - Nov 13	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
16340-1 • Auditing Fees.	0.00	0.00	0.00	0.0%	7,544.75	7,470.00	74.75	101.0%	7,470.00
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
Total Project Staffing & Admin	16,360.78	15,443.59	917.19	105.94%	258,932.39	187,500.41	71,431.98	138.1%	202,944.00
Security and Public Safety									
15435-1 • Vehicle Maint. & Operations.	271.76	566.67	(294.91)	47.96%	4,467.91	6,233.33	(1,765.42)	71.68%	6,800.00
15420-1 • Contract Public Safety Service	20,692.00	20,966.67	(274.67)	98.69%	214,805.78	230,633.33	(15,827.55)	93.14%	251,600.00
15425-1 • Mobile Camera Program.	2,337.65	2,207.08	130.57	105.92%	25,810.65	24,277.92	1,532.73	106.31%	26,485.00
15430-1 • Cell Phone.	136.01	102.00	34.01	133.34%	1,968.86	1,122.00	846.86	175.48%	1,224.00
16100-1 • Store Front Equipment.	0.00	55.67	(55.67)	0.0%	0.00	612.33	(612.33)	0.0%	668.00
16102-1 • Public Safety Equipment.	54.08	283.33	(229.25)	19.09%	507.41	3,116.67	(2,609.26)	16.28%	3,400.00
16110-1 • Graffiti Abatement.	3,042.35	3,400.00	(357.65)	89.48%	40,836.53	37,400.00	3,436.53	109.19%	40,800.00
16115-1 • Nuisance Abatement.	0.00	2,833.33	(2,833.33)	0.0%	0.00	31,166.67	(31,166.67)	0.0%	34,000.00
Total Security and Public Safety	26,533.85	30,414.75	(3,880.90)	87.24%	288,397.14	334,562.25	(46,165.11)	86.2%	364,977.00
Visual Improvements & Cultural									
16212-1 • Identification Design & Install	0.00	20,644.83	(20,644.83)	0.0%	46,734.96	227,093.17	(180,358.21)	20.58%	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	0.00	20,644.83	(20,644.83)	0.0%	46,734.96	227,093.17	(180,358.21)	20.58%	288,538.00
Total Uses	69,239.51	104,679.00	(35,439.49)	66.15%	810,823.78	1,169,090.00	(358,266.22)	69.36%	1,314,569.00
Net Ordinary Revenue	(59,237.05)	(94,288.40)	35,051.35	62.83%	260,109.53	(205,963.24)	466,072.77	(136.29%)	(210,579.00)
Planned Reserves	(59,237.05)	(94,288.40)	35,051.35	62.83%	260,109.53	(205,963.24)	466,072.77	(126.29%)	(310,579.00)

Montrose Management District
Revenue & Expenditures Total Zone
November 2013

Sources of Funds	Nov 13	Budget	3 Over Budget	% of Budget	Jan - Nov 13	YTD Budget	3 Over Budget	% of Budget	Annual Budget
1410-1 - Assessments	2,576.32	745.18	1,831.14	345.73%	978,011.19	857,027.18	120,984.01	114.12%	888,245.00
1410 - Assessments	6,082.31	964.00	5,118.31	630.95%	425,544.67	376,025.00	48,919.67	112.99%	424,319.00
1412-1 - Assessment Refunds	0.00	1,572.67	(1,572.67)	0.0%	3,237.22	16,749.33	(13,512.11)	19.33%	18,272.00
1412 - Assessment Refunds	0.00	727.33	(727.33)	0.0%	57.13	8,000.67	(7,943.54)	0.71%	8,728.00
1430-1 - Penalties & Interest	587.22	1,250.00	(662.78)	46.98%	14,075.23	13,750.00	325.23	102.37%	15,000.00
1430 - Penalties & Interest	1,871.22	833.33	1,037.89	224.55%	8,736.35	9,166.67	(430.32)	95.31%	10,000.00
1437-1 - Interest Earned on Temp. Inves	0.00	33.83	(33.83)	0.0%	381.59	372.17	9.42	102.53%	404.00
1437 - Interest Earned on Temp. Inves	0.00	16.17	(16.17)	0.0%	672.25	177.83	494.42	378.03%	194.00
1438-1 - Interest	5.67	5.67	0.00	100.0%	62.33	62.33	0.00	100.0%	68.00
1438 - Interest	2.67	2.67	0.00	100.0%	29.33	29.33	0.00	100.0%	32.00
1439-1 - Ending FY 2012 Fund Balance	6,833.25	6,833.25	0.00	100.0%	75,165.75	75,165.75	0.00	100.0%	81,999.00
1439 - Ending FY 2012 Fund Balance	3,264.25	3,264.25	0.00	100.0%	35,906.75	35,906.75	0.00	100.0%	39,171.00
Total Sources of Funds	21,222.91	16,198.35	5,024.56	131.02%	1,541,879.79	1,393,033.01	148,846.78	110.69%	1,486,434.00
Uses of Funds									
Business Development									
1612-1 - Marketing & Public Rel Dir	2,045.10	2,045.08	0.02	100.0%	22,496.10	22,495.92	0.18	100.0%	24,541.00
1612 - Marketing & Public Rel Director	966.40	966.42	(0.02)	100.0%	10,630.48	10,630.58	(0.10)	100.0%	11,597.00
1612-1 - Marketing & Public Relations	23,549.00	15,719.33	7,829.67	149.81%	156,027.30	172,912.67	(16,885.37)	90.24%	188,632.00
1612 - Marketing & Public Relations	11,408.63	7,397.33	4,011.30	150.17%	74,321.70	81,370.67	(7,048.97)	91.54%	88,768.00
1613-1 - Web Site Development	0.00	816.00	(816.00)	0.0%	0.00	8,976.00	(8,976.00)	0.0%	9,792.00
1613 - Web Site Development	0.00	384.00	(384.00)	0.0%	0.00	4,224.00	(4,224.00)	0.0%	4,608.00
1613-1 - Economic Development Services	382.06	2,153.33	(1,771.27)	17.74%	8,858.82	23,686.67	(14,827.85)	37.4%	25,840.00
1613 - Economic Development Services	179.80	1,013.33	(833.53)	17.74%	4,193.04	11,146.67	(6,953.63)	37.62%	12,160.00
1614-1 - Web Site Main/Hos/I.T.	54.33	340.00	(285.67)	15.98%	54.33	3,740.00	(3,685.67)	1.45%	4,080.00
1614 - Web Site Main/Hos/I.T.	25.57	160.00	(134.43)	15.98%	25.57	1,600.00	(1,574.43)	1.45%	1,920.00
1614-1 - GIS Services	229.50	680.00	(450.50)	33.75%	3,198.31	7,480.00	(4,281.69)	41.83%	8,160.00
1614 - GIS Services	108.00	320.00	(212.00)	33.75%	1,472.51	3,520.00	(2,047.49)	41.83%	3,840.00
Total Business Development	36,648.39	31,994.82	4,653.57	120.8%	281,188.08	351,943.18	(70,755.10)	79.9%	383,938.00
Mobility & Transportation									
1700-1 - Transportation Inv. Contract	0.00	2,266.67	(2,266.67)	0.0%	0.00	24,933.33	(24,933.33)	0.0%	27,200.00
1700 - Transportation Inv. Contract	0.00	1,066.67	(1,066.67)	0.0%	0.00	11,733.33	(11,733.33)	0.0%	12,800.00
1700-1 - Engineering Services	0.00	5,666.67	(5,666.67)	0.0%	0.00	62,333.33	(62,333.33)	0.0%	68,000.00
1700 - Engineering Services	0.00	2,666.67	(2,666.67)	0.0%	0.00	29,333.33	(29,333.33)	0.0%	32,000.00
1703-1 - Mobility Projects	0.00	8,488.75	(8,488.75)	0.0%	26,120.54	93,376.25	(67,246.71)	27.98%	101,865.00
1703 - Mobility Projects	0.00	4,011.25	(4,011.25)	0.0%	12,348.15	44,123.75	(31,775.60)	27.98%	48,135.00
Total Mobility & Transportation	0.00	24,166.68	(24,166.68)	0.0%	38,477.67	265,833.32	(227,355.65)	14.47%	290,000.00
Project Staffing & Admin									
1615-1 - Admin & Management	1,426.10	1,414.75	11.35	100.8%	15,815.46	15,562.25	253.21	101.63%	16,977.00
1615 - Admin & Management	673.90	668.58	5.32	100.8%	7,473.56	7,354.42	119.14	101.62%	8,023.00
1616-1 - Reimbursable Expenses	196.59	905.50	(708.91)	21.71%	1,814.62	9,960.50	(8,145.88)	18.22%	10,866.00
1616 - Reimbursable Expenses	92.86	427.83	(334.95)	21.71%	1,009.30	4,706.17	(3,696.87)	23.15%	5,134.00
1617-1 - Reimbursable Mileage	139.23	282.92	(143.69)	49.19%	4,140.30	3,112.08	1,028.22	133.04%	3,395.00
1617 - Reimbursable Mileage	63.79	133.75	(69.96)	49.19%	1,821.90	1,471.25	350.65	123.83%	1,605.00
1618-1 - Postage, Deliveries	85.61	73.58	12.03	115.65%	456.03	809.42	(353.39)	56.34%	883.00
1618 - Postage, Deliveries	39.48	34.75	4.73	113.61%	227.38	382.25	(154.87)	59.40%	417.00
1619-1 - Printing & Reproduction	425.33	396.17	29.16	107.36%	5,103.30	4,357.83	745.47	117.11%	4,754.00
1619 - Printing & Reproduction	224.45	187.17	37.28	119.92%	2,571.56	2,058.83	512.73	124.99%	2,246.00
1620-1 - Public Notices, Advertising	0.00	452.75	(452.75)	0.0%	1,259.02	4,980.25	(3,721.23)	25.38%	5,435.00
1620 - Public Notices, Advertising	0.00	213.92	(213.92)	0.0%	526.19	2,333.08	(1,806.89)	22.36%	2,567.00
1621-1 - Project Management	2,648.48	2,439.25	209.23	108.55%	29,133.28	29,031.75	101.53	100.35%	31,671.00
1621 - Project Management	1,251.52	1,260.75	(9.23)	99.27%	13,766.72	13,868.25	(101.53)	99.27%	15,120.00
1621-1 - Director Of Services	4,564.67	4,564.67	0.00	100.0%	50,211.37	50,211.33	0.04	100.0%	54,776.00
1621 - Director Of Services	2,157.00	2,157.00	0.00	100.0%	23,727.00	23,727.00	0.00	100.0%	25,884.00

Montrose Management District

Revenue & Expenditures Total Zone

November 2013

	Nov 13	Budget	# Over Budget	% of Budget	Jan - Nov 13	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
16220-1 - Legal Services	3,337.00	1,358.17	1,978.83	245.7%	101,868.71	14,339.85	86,928.86	681.86%	16,298.00
16220 - Legal Services	1,593.56	641.83	951.73	248.28%	48,878.38	7,660.17	41,818.21	692.31%	7,702.00
16250-1 - Bookkeeping	1,049.00	882.83	166.17	118.82%	11,602.25	9,711.17	1,891.08	119.47%	10,594.00
16250 - Bookkeeping	496.00	417.17	78.83	118.9%	5,492.75	4,588.83	903.92	119.7%	5,006.00
16260-1 - Assess Data Mgmt & Billing Svc	934.55	1,245.00	(310.45)	75.05%	13,732.05	13,695.00	37.05	100.27%	14,940.00
16260 - Assess Data Mgmt & Billing Svc	419.79	508.33	(148.54)	74.25%	6,465.81	6,471.67	(5.86)	99.91%	7,060.00
16270-1 - Office Supplies	0.00	169.75	(169.75)	0.0%	0.00	1,867.25	(1,867.25)	0.0%	2,037.00
16270 - Office Supplies	0.00	80.25	(80.25)	0.0%	0.00	882.75	(882.75)	0.0%	963.00
16280-1 - Other	4.07	33.92	(29.85)	12.0%	151.00	373.08	(222.08)	40.47%	407.00
16280 - Other	1.93	16.08	(14.15)	12.0%	65.76	176.92	(111.16)	37.17%	193.00
16290-1 - Office Lease Space	812.07	882.83	(70.76)	91.99%	8,941.32	9,711.17	(769.85)	92.07%	10,594.00
16290 - Office Lease Space	387.93	417.17	(29.24)	92.29%	4,258.68	4,588.83	(330.15)	92.81%	5,006.00
16291-1 - Office Equipment	740.08	141.50	598.58	523.03%	1,302.32	1,556.50	(254.18)	87.53%	1,698.00
16291 - Office Equipment	348.40	66.83	281.57	521.32%	643.26	735.17	(91.91)	87.5%	802.00
16340-1 - Auditing Fees	0.00	0.00	0.00	0.0%	7,544.75	7,470.00	74.75	101.0%	7,470.00
16340 - Auditing Fees	0.00	0.00	0.00	0.0%	5,555.25	5,230.00	325.25	100.72%	3,530.00
16350-1 - Insurance & Surety Bond	0.00	0.00	0.00	0.0%	5,795.61	10,151.00	(4,354.39)	57.1%	10,151.00
16350 - Insurance & Surety Bond	0.00	0.00	0.00	0.0%	2,769.07	4,849.00	(2,079.93)	57.1%	4,849.00
16600 - Payroll Expenses	2,320.85	3,200.00	(879.15)	72.53%	24,769.30	35,200.00	(10,430.70)	70.36%	38,400.00
Total Project Staffing & Admin	26,454.26	25,955.00	499.26	101.92%	407,030.26	311,505.00	95,525.26	130.67%	337,460.00
Security and Public Safety									
15415-1 - Vehicle Maint. & Operations	271.76	566.67	(294.91)	47.96%	4,467.91	6,233.33	(1,765.42)	71.68%	6,800.00
15415 - Vehicle Maint. & Operations	127.89	266.67	(138.78)	47.96%	2,107.46	2,933.33	(825.87)	71.85%	3,200.00
15420-1 - Consultant Public Safety Service	20,692.00	20,966.67	(274.67)	98.69%	214,805.78	230,633.33	(15,827.55)	93.14%	251,600.00
15420 - Consultant Public Safety Service	9,646.00	9,866.67	(220.67)	97.76%	101,810.73	108,533.33	(6,722.60)	93.81%	118,400.00
15425-1 - Mobile Camera Program	2,337.65	2,207.08	130.57	105.92%	25,810.65	24,277.92	1,532.73	106.31%	26,485.00
15425 - Mobile Camera Program	1,109.85	1,042.92	66.93	106.42%	12,241.13	11,472.08	769.05	106.77%	12,515.00
15430-1 - Cell Phone	136.01	102.00	34.01	133.34%	1,908.86	1,122.00	846.86	175.48%	1,224.00
15430 - Cell Phone	64.27	48.00	16.27	133.9%	933.52	528.00	405.52	176.8%	576.00
16100-1 - Store Front Equipment	0.00	55.67	(55.67)	0.0%	0.00	672.33	(672.33)	0.0%	668.00
16100 - Store Front Equipment	0.00	27.67	(27.67)	0.0%	0.00	304.33	(304.33)	0.0%	332.00
16102-1 - Public Safety Equipment	54.08	283.33	(229.25)	19.09%	507.41	3,116.67	(2,609.26)	16.28%	3,400.00
16102 - Public Safety Equipment	26.00	133.33	(107.33)	19.5%	243.78	1,466.67	(1,222.89)	16.62%	1,600.00
16109-1 - Graffiti Abatement	3,042.35	3,400.00	(357.65)	89.48%	40,836.53	37,400.00	3,436.53	109.19%	40,800.00
16109 - Graffiti Abatement	1,437.65	1,600.00	(162.35)	89.85%	19,323.47	17,600.00	1,723.47	109.79%	19,200.00
16115-1 - Nuisance Abatement	0.00	2,833.33	(2,833.33)	0.0%	0.00	31,166.67	(31,166.67)	0.0%	34,000.00
16115 - Nuisance Abatement	0.00	1,333.33	(1,333.33)	0.0%	0.00	14,566.67	(14,566.67)	0.0%	16,000.00
Total Security and Public Safety	38,945.51	44,733.34	(5,787.83)	87.06%	425,057.23	492,066.66	(67,009.43)	86.38%	536,800.00
Visual Improvements & Cultural									
16212-1 - Identification Design & Install	0.00	20,644.83	(20,644.83)	0.0%	46,734.96	227,093.17	(180,358.21)	20.58%	247,738.00
16212 - Identification Design & Install	0.00	9,713.17	(9,713.17)	0.0%	22,071.54	106,866.83	(84,795.29)	20.65%	116,582.00
16213 - Landscapes Maintenance	1,053.00	1,250.00	(197.00)	84.24%	11,583.00	13,750.00	(2,167.00)	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%	80,389.50	347,710.00	(267,320.50)	23.12%	459,520.00
16421-1 - Collection Expense - West Zone	0.00	158,459.84	(158,459.84)	66.13%	7,363.53	1,769,058.16	(1,761,694.63)	70.07%	1,987,518.00
Total User	105,101.16	158,459.84	(53,358.68)	66.13%	1,239,506.27	1,769,058.16	(529,551.89)	70.07%	1,987,518.00
Net Ordinary Revenue	(83,878.25)	(142,261.49)	58,383.24	58.94%	302,373.52	(376,025.15)	678,398.67	(80.41%)	(501,084.00)
Other Revenues/Expenditures									
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

Montrose Management District
Revenue & Expenditures Total Zone
November 2013

	Nov 13	Budget	\$ Over Budget	% of Budget	Jan - Nov 13	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
Net Other Revenue	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	914,204.00
Planned Reserves	(81,878.25)	(142,263.40)	58,385.14	58.95%	302,171.52	(376,025.13)	(78,198.67)	(60.41%)	411,120.00

ACCOUNT SUMMARY

Account Number	XXXX XXXX 1551	Previous Balance	\$2,841.29
Credit Limit	\$10,000.00	Payments	\$2,841.29
Available Credit	\$9,018.00	Credits	\$0.00
Statement Closing Date	November 14, 2013	Purchases	\$281.11
Payment Due Date	December 04, 2013	Other Charges	\$0.00
Amount Past Due	\$0.00	Cash Advances	\$0.00
Min Payment Due	\$30.00	Finance Charges	\$0.00
Days in Billing Cycle	31	New Balance	\$281.11

TRANSACTIONS

Trans Date	Post Date	Reference Number	Transaction Description	Amount
10/31	10/31	7476899HNSDTHKGO	PAYMENT - THANKYOU	\$2,841.29
TOTAL XXXXXXXXXX00001551				\$2,841.29
JOSHUA HAWES				
11/01	11/01	24110399JGATHX59	MONTROSE CAR CARE 7155242109 TX	\$140.65
11/02	11/02	24104079K208DPA05	FEDDEXOFFICE 00019133 HOUSTON TX	\$18.83
11/07	11/07	24092109N0QLH1WW	MAILCHIMP MAILCHIMP.COM CA	\$15.00
11/15	11/15	24092109N0TQEMKH	MONTROSE COUNSELING CE HOUSTON TX	\$105.00
TOTAL XXXXXXXXXX0000450				\$279.48
GRETCHEN LARSON				
10/26	10/26	24427339BLYJWH1X	HEB #630 HOUSTON TX	\$63.69
10/26	10/26	24427339BLYJWH42	HEB #630 HOUSTON TX	\$18.94
10/26	10/26	24402159BANYE0R99	PAYPAL *DRICHAIVE 402-615-7733 CA	\$175.00
10/29	10/29	24092109N0QX2E8	CHARLES NICHOLAS PROMO HOUSTON TX	\$105.00
11/07	11/07	24492159RFP25K3WA	2DAYPOSTCAR 715-224-8808 TX	\$10.00
11/08	11/08	24492159RFP25J3JN1	2DAYPOSTCAR 715-224-8808 TX	\$99.00

See Reverse Side for Important Information About Your Account.

5543 0001 BAN 5 7 10 151114 9 PAGE 1 of 2 11 5376 0000 ARRS 03A05543 2712

AmegyBank
of Texas
P.O. BOX 30833
SALT LAKE CITY UT 84130-0833

POSTED
OCT 30 2013

PAYMENT INFORMATION	
Account Number	XXXX XXXX 1551
Payment Due Date	12/04/13
New Balance	\$281.11
Minimum Payment Due	\$30.00
Past Due Amount	\$0.00
Cash Onhand	
Total Payment Amount	\$281.11

For prompt credit, mail payment to location shown below.
Payment 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
PO BOX 30833
SALT LAKE CITY UT 84130-0833
[Barcode]

CONTROL ACCOUNT
MONTROSE MD
PO BOX 22167
HOUSTON TX 77227-2167
[Barcode]

⑆5066 0000⑆5398000000⑆21351⑆

LA COLOMBE D'OR HOTEL & RESTAURANT
3410 MONTROSE BOULEVARD
HOUSTON, TEXAS 77006
PHONE (713) 524-7999 FAX (713) 524-892
WEBSITE: www.lacolombedor.com

ESTIMATED COSTS:
MONTROSE MANAGEMENT DISTRICT
FIRST ANNUAL LUNCHEON

****TUESDAY, NOVEMBER 12, 2013**11:30AM GUEST ARRIVAL**SALON** BASED ON 140 GUESTS****

SEATED LUNCHEON

FIRST COURSE
MIXED GREEN LEAVES AND TOMATO WEDGES WITH
A CREAMY HERBAL DRESSING

ENTRÉE
ROASTED RED SNAPPER UNDER A CRUSH OF
FRESH HERBS
SERVED WITH CHEF'S SEASONAL MIXED VEGETABLES
FRENCH BREAD AND BUTTER

DESSERT
CHEESECAKE
HOME BAKED CHEESECAKE WITH FRESH FRUIT COULIS

ICED TEA AND COFFEE SERVICE

\$46.00 PER PERSON (INCLUDING TIP)
****TAX EXEMPT****

FOOD COST BASED ON 150 GUESTS @ \$46.00 PER PERSON= \$6,900.00

ADDITIONAL CONSIDERATIONS:
VALET (COVERED BY GUESTS @ \$8 PER CAR) \$ 0.00
ADDITIONAL CONSIDERATIONS TOTAL \$ 0.00
TOTAL ESTIMATED CHARGES: \$ 6,900.00
LESS DEPOSIT \$ 2,500.00
BALANCE DUE \$ 4,400.00

POSTED
OCT 30 2013

TRANSACTIONS (Continued)

Trans Date	Post Date	Reference Number	Transaction Description	Amount
------------	-----------	------------------	-------------------------	--------

TOTAL XXXXXXXXXX00001559 \$701.63

Interest Charge Summary	Daily Periodic Rate (APR %)	Total Finance Charge	Balance Subject to Finance Charge	Annual Percentage Rate
-------------------------	-----------------------------	----------------------	-----------------------------------	------------------------

Purchase	0.02533%	\$0.00	\$0.00	9.25%
Cash Advances	0.03629%	\$0.00	\$0.00	13.25%

Cardholder Services	Bankcard Center	Bankcard Center
Lost or Stolen 1-866-749-7459	Bankcard Center PO Box 30833 Salt Lake City UT 84130	Bankcard Center PO Box 25787 Salt Lake City UT 84125-0787

Visit us on the web at: www.amegysbank.com

Change of address? Please call 1-866-749-7459 or visit your local branch.

IMPORTANT MESSAGES

Help reduce fraud by receiving timely alerts about your credit or debit card purchases with Amegy Purchase Alert(TM) powered by Visa(R). Visit www.amegysbank.com for more details.

5543 0001 BAN 5 7 10 151114 9 PAGE 2 of 2 11 5376 0000 ARRS 03A05543 2712

MONTROSE DISTRICT

Officer Payroll Report

Print to PDF

Nov-13					
Nov-13	Almt, Brian	30:00	\$42.00	\$1,260.00	\$0.00
Nov-13	Arroyo, Juan	50:00	\$42.00	\$2,100.00	\$0.00
Nov-13	Arroyo, Mandy	35:00	\$42.00	\$1,470.00	\$0.00
Nov-13	Bass, Richard	30:00	\$42.00	\$1,260.00	\$0.00
Nov-13	Beserra, Victor	48:00	\$42.00	\$2,016.00	\$1,500.00
Nov-13	Day, Aaron	71:00	\$42.00	\$2,982.00	\$0.00
Nov-13	Gonzales, Ricardo	10:00	\$42.00	\$420.00	\$0.00
Nov-13	Jaquanya, Lee	55:00	\$42.00	\$2,310.00	\$0.00
Nov-13	Laureano, Leon	44:00	\$42.00	\$1,848.00	\$0.00
Nov-13	Mabasa, Joseph	82:00	\$42.00	\$3,444.00	\$0.00
Nov-13	Odenhaus, John	76:00	\$42.00	\$3,192.00	\$0.00
Nov-13	Ramos, Adalberto	36:00	\$42.00	\$1,512.00	\$0.00
Nov-13	Thibodeau, Todd	42:00	\$42.00	\$1,764.00	\$0.00
Nov-13	Wall, Chad	30:00	\$42.00	\$1,260.00	\$0.00
Period Total		14	\$26,838.00	\$3,500.00	\$30,338.00
Grand Total		14	\$26,838.00	\$3,500.00	\$30,338.00

POSTED
OCT 30 2013



Equi-Tax Inc.
Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

17111 Rolling Creek Drive, Suite 200, Houston, Texas 77060
P. O. Box 73109, Houston, Texas 77273
Customer Service 281.444.3946 fax 281.440.8304

DATE: 11/14/2013

WERTHEIM THOMAS A TRUSTEE
18 WOODLAKE SQ STR 220
HOUSTON TX 77063-3207

TRS 7A 8 8A & 9
ABST 696 O SMITH

2411 S SHEPHERD DR

MONTROSE MD WEST

ACCOUNT NUMBER: 94/044/255/000/0055
TAX YEAR: 2012
RBF No.: 0882784

Date Processed: 11/14/2013
RECEIPT NUMBER: 94000421
DEPOSIT BATCH No.: RP131114

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: CANCEL 2012-53394

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 \$206.61.

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
OCT 30 2013



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

Invoice Date	Invoice #
11/1/2013	1395

INVOICE

Service Location:

Uchi
904 Westheimer Rd
Houston, TX 77006

Bill To:

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

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

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

Have E-Mail? Please write it here:

ASE Security Solutions, LLC

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

P.O. Box 750924
Houston, Texas 77275-0924

Description	Quantity	Unit Price	Service Dates	
			11/01/2013	11/30/2013
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://ipn.intuit.com/v953n5p6				
			Subtotal	\$687.50
			Sales Tax (0.0%)	\$0.00
			Total	\$687.50
			Payments/Credits	\$0.00
			Balance Due	\$687.50

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!

INVOICE



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

Invoice Date	Invoice #
11/1/2013	1395

Service Location:

Hollywood Superstore
2409 Grant St # D
Houston, TX 77006

Bill To:

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

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

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

Have E-Mail? Please write it here:

ASE Security Solutions, LLC

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

P.O. Box 750924
Houston, Texas 77275-0924

Description	Quantity	Unit Price	Service Dates	
			11/01/2013	11/30/2013
Sky Cam System with four cameras (Monthly Fee)	1	600.00		600.00
Wireless Remote Viewing (Monthly Fee)	1	150.00		150.00
Pay online at: https://ipn.intuit.com/kpwhk4dg				
			Subtotal	\$750.00
			Sales Tax (0.0%)	\$0.00
			Total	\$750.00
			Payments/Credits	\$0.00
			Balance Due	\$750.00

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

Invoice Date	Invoice #
11/12/2013	1418

INVOICE

Service Location:

Chelsea Market
4811 Montrose Blvd at Chelsea St
Houston, Texas 77006

Bill To:

Montrose Management District
Josh Hayes
P.O. Box 22167
Houston, TX 77227-2167

PLEASE PAY THIS AMOUNT \$65.00
Make checks payable to: ASE Security Solutions, LLC

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

Have E-Mail? Please write it here:

ASE Security Solutions, LLC

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

P.O. Box 750924
Houston, Texas 77275-0924

Description	Quantity	Unit Price	Service Dates	
			11/01/2013	11/30/2013
Data Retrieval per Customer's request on: 11/5/2013 Delivered data on 11/11/2013 to Officer Becerra	1	65.00		65.00
Pay online at: https://ipn.intuit.com/gtb7vbbv				
			Subtotal	\$65.00
			Sales Tax (0.0%)	\$0.00
			Total	\$65.00
			Payments/Credits	\$0.00
			Balance Due	\$65.00

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!

BLANK ROME LLP

700 LOUISIANA
SUITE 4000
HOUSTON, TEXAS 77002-2727
(713) 228-6601 FAX: (713) 228-6605
FEDERAL TAX ID. NO. 23-1311874

MONTROSE MANAGEMENT DISTRICT
C/O BILL CALDERON
HAWES HILL CALDERON LLP
9610 LONGPOINT
HOUSTON, TX 77065
SUITE 150

INVOICE DATE: NOVEMBER 04, 2013
MATTER NO. 139016-00601 02752
INVOICE NO. 1343377

REGARDING: MONTROSE MANAGEMENT DISTRICT
CAUSE NO. 2012-20396; 1620 HAWTHORNE LTD. VS. MONTROSE
MANAGEMENT DISTRICT; IN THE 33RD JUDICIAL DISTRICT
COURT OF HARRIS COUNTY, TEXAS

DATE	INVOICE	AMOUNT	CREDITS	BALANCE
10/02/13	1334218	66.26	0.00	66.26
BALANCE FORWARD				\$ 66.26
FOR LEGAL SERVICES RENDERED THROUGH 10/31/13				\$ 119.00
CURRENT INVOICE TOTAL				\$ 119.00
TOTAL AMOUNT DUE				\$ 185.26

REMITTANCE

POSTED
CL# 386

WIRE

MAIL

BANK NAME:	Wells Fargo Bank, N.A.	Blank Rome LLP
ADDRESS:	Philadelphia, PA 19103	Lockbox # 8586
ACCOUNT TITLE:	Blank Rome LLP	P.O. Box 8500
ACCOUNT NUMBER:	2000630361050	Philadelphia, PA 19178-8500
ABA NUMBER:	121000248 (Domestic)	
SWIFT CODE:	WFBIUS33 (International)	

PENNSYLVANIA NEW YORK NEW JERSEY DELAWARE WASHINGTON, DC FLORIDA CALIFORNIA OHIO TEXAS HAWAII KANSAS ILLINOIS

Bracewell & Giuliani LLP

ATTORNEYS AT LAW

P. O. Box 840564
Dallas, TX 75284-8564
713 223-7300
FAX 713 223-7300
TAX ID 74-1034827

Remittance Page

November 8, 2013
051914
INVOICE NO: 21563518
04674

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

Billing Summary

Balance Forward	\$6,243.07
Payments/Credits Since Previous Invoice	\$ (6,242.77)
Matter Balance Brought Forward	\$ 0.30
Total Current Billing for this Matter	\$3,117.68
Please Remit Total Balance Due	\$3,117.98

POSTED
CL# 386

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): BOFAUS66
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

WALTER P MOORE

Montrose Management District
PO Box 22187
Houston, TX 77227-2187

Attention: Bill Calderon

Invoice #: P0314
Project: P031300701
Project Name: Montrose Management District
Special Parking Area
Invoice Group: **
Invoice Date: 10/27/2013

For Professional Services Rendered through: 10/27/2013

Total Project Fee Authorized	57,000.00
Percent Complete as of 10/27/2013	32.00
Fees Earned To Date	18,291.30
Less Previous Billings	14,250.00
Current Billing Amount	4,041.30
Amount Due this Invoice	4,041.30

For questions regarding this invoice, please contact Lynell Linton.
Telephone: 713-630-7300 Email: Linton@watermoore.com

POSTED
CL# 386

RECEIVED
DEC 02 2013
Municipal Accounts
& Consulting



Cracked Fox
14715 Carriage Park Dr.
Humble, TX 77396
C: 713.364.4012

It's a crazy clever world... let's shoot it!

BILL TO:

Montrose Management District
Attn: Gretchen Larson
5028 Montrose Blvd., Suite 311
Houston, TX

Date	Invoice No.	Terms
11/14/13	400	Net 30
Payments/Credits		Balance Due
\$0.00		\$2,500.00

Item	Description	Quantity	Rate	Amount
marketing	marketing, graphic design and photography, research, meetings and other... for the month of December		2,500.00	2,500.00
rates	Fees for services are based upon work not to exceed 33 hours for services during a 30 day period. Hours in excess of 33 hours will be billed at the regular standard rate of \$150/hr.		0.00	0.00
Total				\$2,500.00

POSTED
CL# 386

Please not address change

Total \$2,500.00

Deborah Quinn Hensel

7030 Concho
Houston, Texas 77074
Phone 832-372-5383 or 832-452-5776

Bill To:

Montrose Management District
401 Branard, Suite 106
Houston, Texas 77006

DESCRIPTION	AMOUNT
Writing and photography for Montrose Management District end-of-year newsletter	
October and November 2013 @ \$500 per month	\$1,000
POSTED ICK # 3863	
TOTAL	\$ 1,000.00

Make all checks payable to Deborah Quinn Hensel
If you have any questions concerning this invoice, contact N: Deborah Quinn Hensel at 832-372-5383

THANK YOU FOR YOUR BUSINESS!

INVOICE

DATE: November 18, 2013
INVOICE # 11182013MMD
FOR: Newsletter writing
and photography

C:\Users\Nancy\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\BDEB2ANX\November Expenses by M.D.H.001

Date	Description	Business Purpose	Montrose District	Amount	Reimbursed
4-Nov	Montrose Business visit	Business Ambassador contacts	5	45.00	Y
5-Nov	Montrose Business visit	Business Ambassador contacts	10	2.98	Y
6-Nov	Montrose Business visit	Business Ambassador contacts	3		Y
7-Nov	Montrose Business visit	Business Ambassador contacts	6		Y
8-Nov	Montrose Business visit	Business Ambassador contacts	5		Y
11-Nov	Montrose Business visit	Business Ambassador contacts	10	64.94	Y
13-Nov	Montrose Business visit	Business Ambassador contacts	5		Y
15-Nov	Montrose Business visit	Business Ambassador contacts	6		Y
18-Nov	Montrose Business visit	Business Ambassador contacts	8		Y
20-Nov	Montrose Business visit	Business Ambassador contacts	12		Y
21-Nov	Montrose Business visit	Business Ambassador contacts	10		Y
25-Nov	Montrose Business visit	Business Ambassador contacts	9	30.33	Y
26-Nov	Montrose Business visit	Business Ambassador contacts	5		Y
27-Nov	Montrose Business visit	Business Ambassador contacts	5	92.16	Y
28-Nov	Montrose Business visit	Business Ambassador contacts			Y
29-Nov	Montrose Business visit	Business Ambassador contacts		45.00	Y
			137		Y
				77.41	
				380.32	
				357.93	
				357.93	

Handwritten signature

Handwritten signature
11/18/13

POSTED
ICK # 3863

12/1/2013



cv1pro.com
e-Vision 1 Productions, LLC
2522 Palo Pinto Dr.
Houston, TX 77080
Phone 713-703-4811

INVOICE

Date: December 1, 2013
Invoice # 19

For: Dec 2013 Video
Development

To:
Gretchen Larson
Director of Economic Development
Montrose Management District
5020 Montrose, suite 311
Houston, TX 77006
(713) 595.1215

DESCRIPTION	QTY	RATE	AMOUNT
MMD Video Development for DECEMBER 2013	1.00	2500.00	\$ 2,500.00
Holiday Lighting Ceremony- Video Nov. 28 @ Niko-Niko's	1.00	500.00	\$ 500.00
Tax exemption			
SUBTOTAL			\$ 3,000.00
NO SALES TAX @ 8.25%			
OTHER			
TOTAL			\$ 3,000.00

POSTED
ICK # 3810

Make all checks payable to e-Vision 1 Productions, LLC

THANK YOU FOR YOUR BUSINESS!

Equi-Tax Inc.

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

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

Invoice

DATE	INVOICE #
12/1/2013	46023

DESCRIPTION	AMOUNT
Roll Management, Billing and Collections	1,374.34
POSTED ICK # 3810	
Total	\$1,374.34

Felicia Alexander

From: Bill Calderon [bcalderon@hhclp.com]
 Sent: Friday, November 22, 2013 10:19 AM
 To: Darrell Hawthorne; Claude Wynn (claude-wynn@sbcglobal.net);
 Subject: FW: Grant for Mandell Park

Darrell,

Please add this to the list for payment approval at the next meeting.

Sincerely,

Bill Calderon | Hawes Hill Calderon LLP
 9610 Long Point Rd | Suite 150 | Houston, Texas 77055
 bcalderon@hhclp.com | www.hhclp.com
 dir 713.595.1216 | fax 281.888.6314 | 713-724-4460 cell

Hawes Hill Calderon LLP

From: FoMandellPark@aol.com [mailto:FoMandellPark@aol.com]
 Sent: Friday, November 22, 2013 10:12 AM
 To: Bill Calderon
 Subject: Grant for Mandell Park

Dear Bill:

This is a request that the Montrose District remit payment in the amount of \$15,000 pursuant to the approved grant to Friends of Mandell Park.

Friends of Mandell Park greatly appreciates this timely and generous grant. Our efforts to improve the Montrose area by rebuilding Mandell Park are helped by this grant.

Thank you

Skip Almoney

POSTED
 NOV 28 2013

Sincerely yours;

Stanley (Skip) Almoney, PhD
 President, Friend of Mandell Park
 (713) 524-4285
 FoMandellPark@aol.com

1

Greater East End Management District



Greater East End Management District
 P.O. Box 230099
 Houston, TX 77223-0099
 713-928-9916
 equiroz@greatereastend.com

Invoice

Date	Invoice No.
11/30/2013	9-64
Terms	Due Date
Net 30	12/31/2013

Bill To
 Harris County Improvement District #6
 Bill Calderon, Executive Director
 HCID #6 (Montrose)
 P.O. Box 22161-2167
 Houston, TX 77227

Amount Due	Enclosed
\$4,480.00	

Please detach top portion and return with your payment.

Date	Service	Activity	Quantity	Rate	Amount
11/04/2013	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 39	8	80.00	640.00
11/07/2013	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 9	4	80.00	320.00
11/09/2013	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 19	4	80.00	320.00
11/11/2013	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 17	8	80.00	640.00
11/14/2013	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 24	8	80.00	640.00
11/18/2013	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 20	8	80.00	640.00
Continue to the next page					

POSTED
 NOV 28 2013

Page 2 of 2

Date	Service	Activity	Quantity	Rate	Amount
11/21/2013	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 20	8	80.00	640.00
11/25/2013	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 44	8	80.00	640.00
Total					\$4,480.00

Total Sites Abated: 192

BARBARA J. SCHOTT
 HARRIS COUNTY AUDITOR
 1001 Preston, Suite 800
 Houston, Texas 77002
 (713) 755-1160



REMIT PAYMENT TO:

Harris County Treasurer
 Orlando Sanchez
 1001 Preston, Room 652
 Houston, Texas 77002

Invoice / Statement No.: AH006271

Customer No.: V00071086

INVOICE

MONTROSE MANAGEMENT DISTRICT
 C/O EXECUTOR DIRECTOR
 PO BOX 22167
 HOUSTON, TX 77227-2167

Amount Due: 4,930.56

Amount Paid:

(Please detach and mail this top portion with payment)

DATE	DESCRIPTION	AMOUNT
11/01/13	DEC'13: LEGAL SERVICE	4,930.56

RECEIVED
 NOV 15 2013
 Municipal Accounts
 & Consulting

POSTED
 NOV 28 2013

The above amount is for County services. Amounts are due upon receipt of the invoice. If you have any questions, contact Accounts Receivable at 713-755-1160.

REMIT PAYMENT TO: HARRIS COUNTY TREASURER
 Orlando Sanchez
 1001 Preston, Room 652
 Houston, Texas 77002

County Auditor's Form 2581
 Harris County, Texas (REV 1/07)

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

Invoice

Houston Arts Alliance
3201 Allen Parkway, Suite 250
Houston, Texas 77019
Phone 713-527-9330 Fax 713-530-5210

INVOICE

INVOICE# ARTSHOUND 8-13-1
DATE: AUGUST 21, 2013

BILL TO:

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

Invoice #: 43014579
Date: 12/1/2013

Page: 1

TO:
GRETCHEN LARSON
DIRECTOR OF MARKETING
Montrose Management District
c/o HawesHillCalderon LLP
9610 Long Point Road, Suite 100
Houston, TX 77055
RE: ARTSHOUND SYNDICATION

FOR:
Syndication Services August 1st, 2013 through August 12, 2014

DATE	DESCRIPTION	AMOUNT
	Professional Consulting, Project Management & Administrative & Mgmt, Marketing & PR Mgmt, Services Mgmt, November 2013	\$15,733.17
	Reimbursable expenses as follows:	
10/29/2013	Hour Messenger	\$20.12
11/4/2013	Harris County Clerk 11/11/2013	\$9.00
10/9/2013	City of Houston 1/6 of receipt	\$0.25
10/16/2013	ESRI 1/7 of invoice	\$456.86
8/24/2013	Frys	\$998.00
	Verizon - 11/20 - 12/19, 2013	\$49.41
	Verizon - J. Hawes - 11/20 - 12/19, 2013	\$100.99
	Verizon - J. Hawes - 11/20 - 12/19, 2013	\$49.88
	Mileage, B. Calderon Sept 2013	\$49.65
	Mileage, B. Calderon Oct 2013	\$70.02
	GIS Mapping, P. Horton	\$337.50
	In house copies 3283 @ .15 each + 29 sets @ \$1.00 each	\$521.45
	In house color copies 127 @ .50 each	\$63.50
		POSTED OCT 31 2013
		Sales Tax: \$0.00
		Total Amount: \$18,459.83
		Amount Applied: \$0.00
		Balance Due: \$18,459.83

Terms: C.O.D.

DESCRIPTION	AMOUNT
Annual Artshound Syndication License Fee for agreed upon Zip Codes (77005, 77098, 77015)*	\$ 3,000.00
* Maybe be modified to include up to five additional zip codes throughout the year, as per agreement.	
<p>Monthly payment</p> <p>STUDY 9 12-13 258-000</p> <p>POSTED OCT 31 2013</p>	
TOTAL	\$ 3,000.00

Make all checks payable to Houston Arts Alliance
Payment may be distributed annually or in monthly installments, as per agreement.
If you have any questions concerning this invoice, contact Reginald French, Chief Operating Officer, 713-527-9330

Thank you for your business!

Mr Dirt of Texas (Houston)
3689 Eastex Freeway
Houston, TX 77026
Phone (713)473-2700 Fax (713)473-2701

INVOICE# 3AX00002
INV DATE 10/31/13
ACCOUNT# 229281
DUE DATE UPON RECEIPT

Please remit top portion with payment

MONTROSE MGMT DISTRICT
P O BOX 22167
HOUSTON, TX 77227

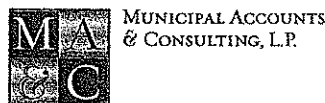
AMOUNT YOU
ARE PAYING
Phone#

AMOUNT 8,880.00

SERVICE ADDRESS: MONTROSE
MONTROSE (HOUSTON, TX)

DATE	LOCATION: MONTROSE	DESCRIPTION	AMOUNT
10/02/13	3AX00002	SWEEEPING-FLAT SWEEP FLAT RATE	776.00
10/02/13		MAIN LANES	
10/02/13		ORDER/TICKET#00011345	
10/03/13	3AX00002	SWEEEPING-FLAT SWEEP FLAT RATE	776.00
10/03/13		MAIN LANES	
10/03/13		ORDER/TICKET#00011365	
10/04/13	3AX00002	SWEEEPING-FLAT SWEEP FLAT RATE	776.00
10/04/13		MAIN LANES	
10/04/13		ORDER/TICKET#00011376	
10/16/13	3AX00002	SWEEEPING-FLAT SWEEP FLAT RATE	776.00
10/16/13		MAIN LANES	
10/16/13		ORDER/TICKET#00011439	
10/17/13	3AX00002	SWEEEPING-FLAT SWEEP FLAT RATE	776.00
10/17/13		MAIN LANES	
10/17/13		ORDER/TICKET#00011452	
<p>RECEIVED NOV 15 2013 Municipal Accounts & Consulting</p> <p>POSTED OCT 31 2013</p> <p>Please include the invoice number on your check. There will be a \$50.00 charge on all returned checks.</p> <p>PLEASE NOTE THAT YOUR ACCOUNT HAS A PAST DUE BALANCE</p>			
INV#	3AX00002	CURRENT	8,880.00
ACCT#	229281	30 DAY	20.00
		60 DAY	
		90 DAY	
		DATE	10/31/13
		PAGE	1 OF 1

PLEASE PAY
THIS AMOUNT 8,880.00



MUNICIPAL ACCOUNTS
& CONSULTING, L.P.

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

Invoice

Date	Invoice #
12/1/2013	31875

Description	Amount
Monthly Bookkeeping	1,000.00
Preparation of Quarterly TWG Report	90.00
Preparation of Annual Budget	60.00
Preparation of additional payables	60.00
Additional time for Board Meeting	75.00
Storage	14.87
Postage	24.32
Copies	90.20
Mileage	7.91
Delivery	8.92
Document Storage & Retention Service	6.00
Total Reimbursable Expenses	152.22
Total	\$1,437.22

200 River Pointe • Suite 240 • Conroe, Texas 77104 • Phone: 936.756.1644 • Fax: 936.756.1844

8834 N. CAPITAL OF TEXAS HIGHWAY, SUITE 150 • AUSTIN, TEXAS 78759 • 512.782.2400 • fax 512.795.3968

1300 Post Oak Blvd. • Suite 1600 • Houston, Texas 77056 • Phone: 713.621.4639 • Fax: 713.629.6839



From: Primer Grey, Inc.
2119 Dallas St.
Unit C
Houston, TX 77063

Invoice ID: 1735
Issue Date: 11/23/2013
Due Date: 11/30/2013
Subject: Monthly Web Maintenance, Content, and Email Retainer

Invoice For: Montrose Management District

Type	Description	Quantity	Unit Price	Amount
Expense	Monthly Retainer	1.00	\$2,000.00	\$2,000.00

Amount Due \$2,000.00

POSTED
DEC 11 2013

Page 1 of 1

INVOICE



Shooter and Lindsey, Inc.
P.O. Box 516
Katy, TX 77492
281-391-3507 Fax: 281-392-5245

INVOICE NUMBER: 19007
INVOICE DATE: November 25, 2013

TERMS: Net 30
ATTN: Vanessa Aviles

SOLD TO:
Name: Harris County Improvement District # 6
Address: P.O. Box 22167
City, State, ZIP: Houston, TX 77227-2167
Re: Montrose Boulevard Esplanades

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1	Monthly maintenance November 2013 Thank you!	1,053.00	\$1,053.00
Sales Tax Rate: 0.00%		SUBTOTAL	1,053.00
		TAX	0.00
		FREIGHT	
		PAY THIS AMOUNT	\$1,053.00

MAKE ALL CHECKS PAYABLE TO:
Shooter and Lindsey, Inc.
Attn: Accounts Receivable
P.O. Box 516
Katy, TX 77492

THANK YOU FOR YOUR BUSINESS!

RECEIVED
DEC 02 2013
Municipal Accounts
& Consulting

POSTED
DEC 11 2013



Tawny Tidwell

Invoice

Montrose Management District
5020 Montrose Blvd. Ste. 311
Houston, TX 77006
Date: 11/28/13

INVOICE NUMBER: 003
TERMS: 30 Days

300 Stratford St. #16
Houston, TX 77006
T 918.636.0052
Mwms@gsnll.com

Description	Quantity	Unit Price	Cost
Social Media Consulting Services	100hrs	\$ 25.00	\$ 2,500.00
Total			\$ 2,500.00

Please remit payment for services within ten (10) days of receipt.

Sincerely yours,
Tawny Tidwell

POSTED
DEC 11 2013

**MUSEUM DISTRICT BUSINESS ALLIANCE
2013 HOLIDAY LUNCHEON & AWARDS PROGRAM
Thursday, December 5, 2013, 11:30 am Hotel ZaZa**

Participation & Support Opportunities

Please mark your desired level of participation and indicate method of payment.

PROGRAM PRINT DEADLINE: Friday, Nov. 15, 2013

BENEFACTOR

\$3,000

- Premier table with seating for 8 at the Luncheon & Awards Presentation
- Special Benefactor recognition announced from the podium on event day, and inclusion of your logo in all of event signage and in all event-related print materials. (Print deadline 11/14/2013)
- Feature article in an issue of the MDBA web newsletter and logo placement on the MDBA website and in all 2014 MDBA e-mail blasts.
- Logo placement on MDBA support signage at all 2014 monthly luncheons.
- A 2014 Patron Membership in the MDBA (See membership application for details.)

UNDERWRITER

\$1,250

- Premier table with seating for 8 at the Luncheon & Awards Presentation
- Underwriter logo recognition in event print material. (Print deadline 11/14/2013)
- A 2014 Business Membership in the MDBA (See membership application for details.)

✓ SPONSOR

\$750

- Sponsor Location table for 8 at the Luncheon & Awards Presentation.
- Sponsor recognition listed in all event print material. (Print deadline 11/14/2013)

INDIVIDUAL EVENT TICKETS at \$75 each for MDBA members.

INDIVIDUAL EVENT TICKETS at \$85 each for MDBA non-members.

We are unable to attend, but want to support MDBA with a contribution of \$_____.

METHOD OF PAYMENT

NAME: Mentrose District

POSTED
OK # 3877

ADDRESS: 5020 Mentrose Blvd, Suite 311

CONTACT INFO: Gretchen Larson City, State glarson@MentroseDistrict.org 77006
832-30-2546 Preferred Email Address

Enclosed is my check for Table/Tickets payable to MDBA (Send to P.O. Box 7944 Houston, Texas 77276.)

Please charge my credit card in the amount of \$_____ for the above Table/Tickets.

Name of Credit Card: _____

Card Number: _____

Expiration Date: _____

3 or 4 Digit Security Code: _____

Billing Zip Code: _____

** Check to be mailed **

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

10. Receive Executive Director's Monthly report on District initiatives.

MONTROSE MANAGEMENT DISTRICT

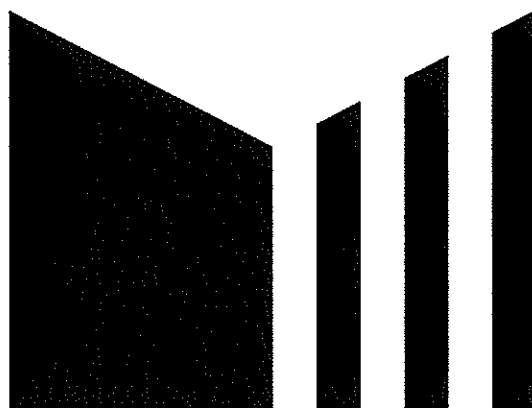
SERVICE PLAN

MONTHLY REPORT

NOVEMBER 11 – DECEMBER 9, 2013

COMMITTEE ACTIVITY

STAFF ACTIVITY



COMMITTEE ACTIVITY

Business and Economic Development Committee

The committee did not meet in November.

Marketing and Business Relations Committee

This committee did not meet in November.

Recycling Sub-Committee

The recycling committee did not meet in November and will not meet again until April 2014.

Mobility and Visual Improvements Committee

The Mobility and Visual Improvements Committee met on November 18.

Public Safety Committee

The Public Safety Committee met on November 8.

Finance Committee

The Finance Committee met on December 2 and reviewed District invoices and the Delinquent Assessment Report. The committee recommended the approval of District invoices.

STAFF ACTIVITY

NOVEMBER 11 – DECEMBER 9, 2013

Marketing and Business Relations Committee

The committee did not meet in November however, on-going projects and planning for 2014 continued throughout the reporting period.

Business Ambassador Program

The business ambassador visits continue to be well received by the businesses. They have become a resource for the business community on a variety of subjects related to district services. They conducted 93 completed visits this month as well assisted with setup of monthly business mixer, planning for the holiday decorating contest and other assignments as directed by the Executive Director and staff.

Social Media

TWITTER:

Number of total tweets from Nov 1-Nov 28:	126
Increase in Followers for November 2013:	144
Total Followers:	2,242

FACEBOOK:

Total number of 'likes':	483
(Up from 385 in October 2013)	

Total page views this month:	11600 by 4100 unique users
------------------------------	-----------------------------------

Top Five Posts (measured in reach):

- 1 - Photos from the Real Estate Luncheon - 392
- 2 - David Buehrer Blacksmith Interview on MMD website - 306
- 3- Houston Press interview w/Hugo Ortega - 192
- 4- What to do for Dia de los Muertos this Weekend - 187
- 5- Did you know there's a farm in Montrose? -185

Three month recapped:	<u>September</u>	<u>October</u>	<u>November</u>
Twitter Followers:	1889	2,122	2,242
Facebook Likes:	292	393	483

Other

Staff is continuing working with area business on locations for the branded bike rack program. In addition, we are working on details regarding marketing for the holiday decorating contest, upcoming mixers, and the final business workshop for the year, the cultural district designation and other projects and programs in support of District outreach.

Highlights

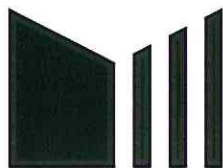
- Realtors luncheon
- Contract with Gandy Squared for the Bridge lighting signed
- Holiday lighting event at Niko Nikos
- First order of bike racks placed—22 racks.
- Year-end mixer, December 12 at Danton's, winners from the holiday decorating contest announced!

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

11. Receive Nominations Committee recommendation for reappointment and appointment of expired positions to the Board of Directors.



Montrose Management District

December 9, 2013

The Honorable Annise Parker
Mayor, City of Houston
P.O. Box 1562
Houston TX 77251-1562

Re: Montrose Management District; appointment of directors

Dear Mayor Parker:

This letter supersedes the appointment recommendations sent to you on October 8, 2012, for six positions on the Montrose Management District Board of Directors on October 8, 2012.

The Board of Directors of Montrose Management District received and acted on a recommendation from the board nominating committee requesting the Mayor and Houston City Council to appoint qualified individuals to the positions of directors whose terms expired on June 1, 2011, and on June 1, 2013. Chapter 375.064, *Texas Local Government Code*, which governs the District, provides that the Board of Directors submits individuals for appointment to the mayor and governing body of the municipality. Pursuant to that act, the board nominates the following persons for terms ending in 2015:

Robert Jara	reappointment	Position 6
Ryan Haley	new appointment	Position 7
Steve Madden	new appointment	Position 8
Dan Leverett	new appointment	Position 13
David Wynn Robinson	reappointment	Position 14
Randall Ellis	reappointment	Position 15

Mayor Annise Parker
October 8, 2012
Page 2

In addition, the board also nominates the following persons for terms ending in 2017:

Claude Wynn	reappointment	Position 1
Dana Thorpe	reappointment	Position 2
Randy Mitchmore	reappointment	Position 3
Cassie Stinson	reappointment	Position 4
Debra "Lane" Llewellyn	reappointment	Position 5
Kathy Hubbard	reappointment	Position 9
Michael Grover	reappointment	Position 10
Bobby Heugel	reappointment	Position 11
Brad Nagar	reappointment	Position 12

All persons nominated satisfy the statutory requirements for appointments to the Board. *See*, TEX. LOCAL GOV'T CODE §375.063(1). In addition, all persons satisfy the criteria promulgated by your office for management district board nominees.

The District's Board of Directors requests that the City Council act on these nominations at its earliest convenience. If you have any questions or we can be of service, please do not hesitate to let me know. Thanks very much for your attention to this matter.

Very truly yours,

Bill Calderón
Executive Director

ATTACHMENTS:

Board Candidate Information Forms for Nominees

cc: Councilmember Ellen Cohen
Board of Directors, Montrose Management District
Clark Lord, District Legal Counsel