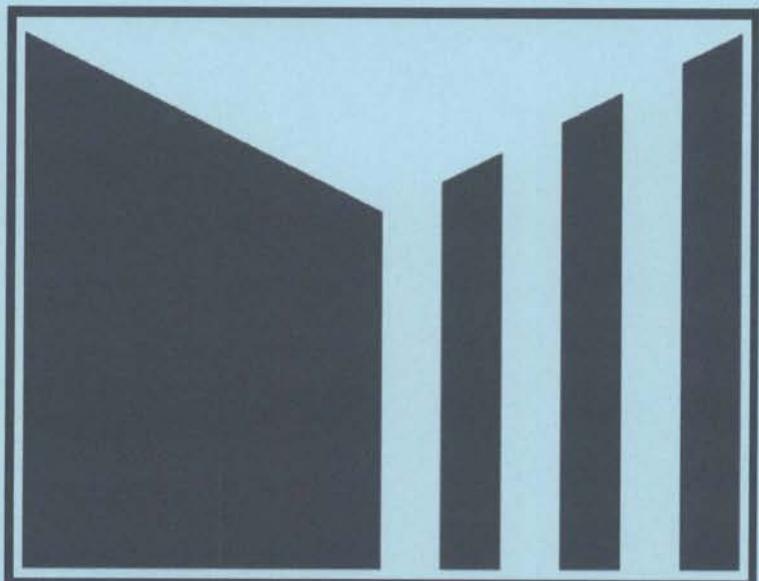


MONTROSE
MANAGEMENT DISTRICT



Agenda and Agenda Materials
Meeting of the Board of Directors

December 10, 2012

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 10, 2012, at 401 Branard Street, 2nd Floor, Room 107, 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 12, 2012.
3. Receive public comments.
4. Receive District's monthly Assessment Collection Reports and Billing and Assessment Summaries, Lawsuit and Arbitration Status Details, and Delinquent Assessment Reports.
5. Receive and consider District's monthly financial report, including; pay invoices.
6. Receive proposal from Mark M. Burton PLLC to prepare end-of-year financial reports.
7. Receive proposal to engage McCall Gibson Swedlund & Barfoot PLLC for District's annual audit report.
8. Receive Executive Director's Monthly Report on District initiatives.
9. Consider FY 2013 District Budget.
10. Receive Marketing and Business Relations committee report.
11. Receive report from the Public Safety Committee.
12. Receive report from the Mobility and Visual Improvements Committee
 - a) Consider request from Museum Area Municipal Association concerning Bell Park Restoration.
13. 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.
14. Reconvene in Open Session and authorize appropriate action by legal counsel related to Item 13 on the agenda.
15. Announcements.
16. Adjourn.



Bill Calderon Jr.
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 12, 2012.

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

November 12, 2012

Determine quorum; call to order.

The Board of Directors of the Montrose Management District held a meeting on Monday, November 12, 2012, at 12:00 p.m. Noon at 401 Branard Street, 2nd Floor, Room 106, Houston, TX 77006, inside the boundaries of the District, and open to the public. Chairman Wynn called the meeting to order at 12:00 p.m., and the roll was called of the duly appointed members of the Board, to wit:

Position 1: Claude Wynn, *Chairman*
Position 2: Dana Thorpe
Position 3: Randy Mitchmore, *Vice Chairman*
Position 4: Cassie Stinson, *Secretary*
Position 5: Lane Llewellyn
Position 6: Nebo Bandovic (pending)
Position 7: Vacant
Position 8: Robert Jara

Position 9: Kathy Hubbard, *Treasurer*
Position 10: Michael Grover
Position 11: Bobby Heugel
Position 12: Brad Nagar, *Ass't Secretary*
Position 13: Tammy Manning
Position 14: David Robinson
Position 15: Randall Ellis

and all of the above were present with the exception of Directors Jara and Manning, thus constituting a quorum. Also present at the meeting were Bill Calderon, Susan Hill, Josh Hawes, and Ray Lawrence, all of Hawes Hill Calderon, L.L.P.; Clark Lord, Bracewell & Giuliani, L.L.P.; Patricia Hall, Equi-Tax, Inc.; and Darrell Hawthorne, Municipal Accounts and Consulting, L.P. Others present at the meeting were Officer Victor Becerra, Houston Police Department; Daphne Scarbrough, Richmond Avenue Coalition; Steve Madden; Thad Kudela and Cathleen Lynch, both of Kudela & Weinheimer; Dennis Beedon; and Marie Cortes-Matte.

Approve minutes of meeting held October 8, 2012.

Upon a motion duly made by Director Mitchmore and being seconded by Director Llewellyn, the Board voted unanimously to approve the minutes of its meeting held October 8, 2012 as amended to note that Director Stinson was absent from the meeting.

Receive public comments.

There were no public comments.

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

The Report was postponed until later in the meeting.

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

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

Receive Executive Director's Monthly Report on District initiatives.

Mr. Calderon briefed the Board. He said that there are reports on each of the committees' activities included in the Board agenda materials, and he reviewed the highlights.

He reported that the Business and Economic Development Committee met on October 24, 2012 and that it will meet regularly during lunch at Traditions Bank on the fourth Wednesday of each month. He invited Board members to attend the meetings. Mr. Lawrence added that the Committee has established a set of priorities and an Action Plan which is included in the Board agenda materials.

Mr. Calderon said that the Marketing and Business Relations Committee met on October 31, 2012, and it received a positive update on the District's participation at the recent Italian Festival. He then introduced the District's two new Business Ambassadors, Mr. Beedon and Ms. Cortes-Matte. He explained that the Business Ambassador Program will enhance the District's direct outreach to the business community. He said that the Committee heard a presentation at its meeting from The Black Sheep Agency about a proposed comprehensive communications strategy.

He reported that the Recycling and Event Subcommittee met on November 6, 2012.

He said that the Mobility and Visual Improvements Committee has met twice recently, on October 15, 2012 and November 6, 2012. He reported the Committee is finalizing the District's banner signage design and the identification of proposed locations for placements. He asked Mr. Kudela to brief the Board on the signage project. Mr. Kudela presented a mock-up of the signage, a map of proposed locations for a Phase I installation of the signs and a graphic of signs and intersections within the District. He said that 36 potential locations for the branding signage have been identified. He then answered questions from Board members about the signage design, placements and lighting. Upon a motion duly made by Director Hubbard and being seconded by Director Llewellyn, the Board voted unanimously to reaffirm its commitment to the signage plan and to move forward with the program.

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

Ms. Hall presented the Report. She reported that the 2011 assessments are 98% collected to date on both the East and West sides of the District. She said there are no properties with uncertified 2011 property values within the District. She also noted that the District's Top Ten Assessment Payers and the Ten Largest Delinquent Accounts are listed in the Board agenda materials, as well as a status report on delinquent accounts including lawsuit and arbitration details. Ms. Hall said that many lawsuits contesting 2011 property values are being settled by the Harris County Appraisal District, and that new lawsuits contesting the 2012 property values are also being filed. No action was taken.

Receive Marketing and Business Relations committee report;

Mr. Calderon said there are no Board action items from this Committee. No action was taken.

Receive report from the Public Safety Committee.

Mr. Calderon reported that the Committee met last Friday and reviewed the proposed 2013 budget, as well as discussed the mobile security camera program. He asked Officer Becerra to present the Security Patrol Report. Officer Becerra noted that patrol shifts have been increased on Friday and Saturday evenings, and he said that there has been a significant increase in the number of arrests as a result. A total of 105 arrests were made in both of the prior two months. He said the patrol officers also have been busy making field visits to area businesses at which brochures, decals and safety stickers are being distributed, as well as distributing "report cards" on vehicles in parking lots to prevent motor vehicle break-ins.

Director Heugel inquired about crimes that occurred during the recent Montrose Crawl event. Director Becerra commented that the event would have benefitted from additional security patrols. Mr. Hawes then reported that footage from one of the District's mobile surveillance cameras was provided to the Houston Police Department for review in conjunction with a recent homicide.

Mr. Calderon distributed a document titled, "Montrose Management District Profit and Loss Budget vs. Actual Total Zone, December 2012" dated November 12, 2012, hereby attached as Exhibit A. He said the FY 2013 budget will be presented to the Board for consideration at its next meeting. No action was taken.

Receive report from the Mobility and Visual Improvements Committee

- a) Approve resolution supporting the Transportation Enhancement application and authorize the Executive Director to submit to TxDOT/City of Houston for funding of the bridge lighting project.

Mr. Calderon reported on the status of the bridge lighting project, noting that the re-lighting of the six bridges over Highway 59 has been identified as a priority project for the District. He said the application to TxDOT includes an estimate of the projected costs and that an engineering firm would be retained to develop specific engineering schematics if the project is authorized. He explained that the maintenance and operations costs would be separate. Following discussion, and upon a motion duly made by Director Llewellyn and being seconded by Director Stinson, the Board voted unanimously to adopt a resolution supporting the Transportation Enhancement application and to authorize the Executive Director to submit it to TxDOT / City of Houston for funding of the bridge lighting project.

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.

There was no Executive Session.

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

No action was taken.

Announcements.

There were no announcements.

Adjourn.

There being no further business to come before the Board, Chairman Wynn adjourned the meeting at 12:45 p.m.

Secretary, Board of Directors
Montrose Management District



List of Exhibits:

Exhibit A: "Montrose Management District Profit and Loss Budget vs. Actual Total Zone, December 2012," dated November 12, 2012

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 Montrose Management District's monthly Assessment Collection Report and Billing and Assessment Summary, Lawsuit and Arbitration Status Detail, and Delinquent Assessment Report.

**MONTROSE DISTRICT EAST ZONE
ASSESSMENT COLLECTION REPORT
November 2012
BILLING AND COLLECTION SUMMARY
FISCAL YEAR
01/01/12 - 12/31/12**

YEAR	RATE	TOTAL LEVY	COLLECTIONS	RECEIVABLE	% COLLECTED
2011	0.12500	\$421,620.42	\$412,660.05	\$8,960.37	98%
2010	0.12500	\$402,542.65	\$398,320.34	\$4,222.31	99%
2009	0.12500	\$420,185.34	\$420,147.84	\$37.50	100%
2008	0.12500	\$396,675.13	\$396,650.13	\$25.00	100%
2007	0.12500	\$309,868.58	\$309,849.83	\$18.75	100%

Current Month Activity

Revenue:	<u>Current Month</u>	<u>Year to Date</u>
2011 Assessment Collected	964.94	356,775.03
2010 Assessment Collected	0.00	2,095.06
2009 Assessment Collected	0.00	2,861.91
2008 Assessment Collected	0.00	531.00
2007 Assessment Collected	0.00	114.45
Penalty & Interest	323.00	8,145.42
Overpayments	39.00	10,323.99
Collection Fees	0.00	5,318.41
Court Fees	0.00	66.67
Total Revenue	1,326.94	386,231.94

Overpayments Presented for Refund	0.00	9,869.71
Overpayments Applied to Assessment	0.00	0.00

ASSESSED VALUE FOR 2011:	337,318,911	Uncertified:	0
ASSESSED VALUE FOR 2010:	322,056,531	Uncertified:	0
ASSESSED VALUE FOR 2009:	336,314,875	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	CUMULATIVE COLLECTIONS	10 YEAR AVERAGE @ 10%
			@ 95%		
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	420,147.84	
2010	0.12500	337,500	320,625	398,320.34	
2011	0.12500	337,500	320,625	412,660.05	
2012	0.12500	337,500	320,625		
2013	0.12500	337,500	320,625		
2014	0.12500	337,500	320,625		
2015	0.12500	337,500	320,625		
2016	0.12500	337,500	320,625		
		3,375,000	3,206,250		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 2012

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	126526010001	2221 W DALLAS ST 404 77019	MULTI-FAMILY	57,922,375	72,402.97
UST REALTY COMPANY % UNIV OF ST THOMAS: ATTN PRES 3800 MONTROSE BLVD HOUSTON TX 77006-4626	02616400000027 0261630000002 0261630000001	4100 MONTROSE BLVD 77006 4203 YAKUM BLVD 77006 4200 MONTROSE BLVD	OFFICE BUILDINGS	10,937,936	13,672.42
ARMSTRONG CHARLES 5000 MONTROSE BLVD UNIT 22C HOUSTON TX 77006-6564	0140670000002 014025000001 014025000002 014025000005	804 PACIFIC ST 77006 2302 GENESEE ST 12 77006 2308 GENESEE ST 77006 120 FAIRVIEW ST 77006	VARIOUS COMMERCIAL	7,157,288	8,931.69
	014066000002 0140670000001 014067000003 014067000004	2401 GRANT ST 77006 802 PACIFIC ST 77006 808 PACIFIC ST 77006 811 PACIFIC ST 77006			
	014067000005 014067000006 014067000009	925 HYDE PARK BLVD 77006 809 HYDE PARK BLVD 77006 925 HYDE PARK BLVD 77006			
	018034000001 018034000002 018034000003 0180340000011 018034000004 0180340000012	1002 CALIFORNIA ST 77006 1004 CALIFORNIA ST 77006 1004 CALIFORNIA ST 77006 1007 MISSOURI ST 77006 907 FAIRVIEW ST 77006 1005 MISSOURI ST 77006			
	0261510000011 026151000020 026151000021 026151000027 044213000001 014068000009	2702 CROCKER ST 77006 2602 CROCKER ST 77006 2605 GRANT ST 77006 805 PACIFIC ST 77006 810 PACIFIC ST 77006 810 HYDE PARK BLVD 77006			
RIVERSIDE CPI LLC & REALTY CTR MANAGEMENT INC 1990 S BUNDY DR STE 100 LOS ANGELES CA 90025	370370010001	220 W ALABAMA ST 131 77006	MULTI - FAMILY	6,646,621	8,308.28
4119 MONTROSE LTD 4200 MONTROSE BLVD STE 500 HOUSTON TX 77006	1277520010001	4203 MONTROSE BLVD 77006	OFFICE BUILDING	6,000,000	7,500.00

MONTROSE DISTRICT EAST ZONE

November 2012

TOP TEN ASSESSMENT PAYERS

WALGREENS 03157	1179390010001	3317 MONTROSE BLVD 77006	RETAIL PHARMACY	5,156,998	6,446.25
% TAX DEPT STOP NO 75					
300 WILMOT RD					
DEERFIELD IL 60015-4614					
POST RICHMOND LP	1309010010001	RICHMOND AVE 77006	VACANT COMMERCIAL LOT	4,157,595	5,196.99
4401 NORTHSIDE PKVY NW STE 800					
ATLANTA GA 30327-3093					
3815 MONTROSE BVL D LP	1222280020001	3820 ROSELAND ST 77006	OFFICE BUILDINGS	3,831,717	4,789.65
3815 MONTROSE BVL D STE 211	1222280010001	3815 MONTROSE BLVD 77006			
HOUSTON TX 77006-4686					
RICHMOND MONTROSE CVS LP	1258090010001	1003 RICHMOND AVE 77006	RETAIL PHARMACY	3,806,375	4,757.97
1 CVS DR					
WOONSOCKET RI 02895-6146					
4119 MONTROSE LIMITED	1207680010001	4119 MONTROSE BVD 77006	OFFICE BUILDINGS	3,542,748	4,428.44
4200 MONTROSE BLVD					
HOUSTON TX 77006-4963					

MONTROSE DISTRICT EAST ZONE

TOP TEN DELINQUENTS					
PROPERTY OWNER	ACCOUNT NO	SITUS	PROPERTY TYPE	ASSESSMENT YEARS(\$)	ASSESSMENT
FAT PROPERTY 204 MARSHALL ST HOUSTON TX 77006-4500	92 023 070 000 0012	710 COLQUITT ST 16 77006	MULTI - FAMILY	2010 - 2011	1,948.38
FAT PROPERTY 218 HAWTHORNE ST HOUSTON TX 77006-4006	92 037 040 000 0001	502 W ALABAMA ST 25 77006	MULTI - FAMILY	2010 - 2011	1,591.79
GAMRU PROPERTIES LTD 501 SUL ROSS ST HOUSTON TX 77006-5030	92 008 270 000 0005	506 SUL ROSS ST 11 77006	MULTI - FAMILY	2010 & 2011	1,295.91
HACIENDA DEL SOL LTD CO 15407 PALTON SPRINGS DR HOUSTON TX 77082-3022	92 057 033 000 0020	1220 TAFT ST 77006	COMMERCIAL BUILDING	2010 - 2011	1,122.34
SIMMONS MARTHA 3804 BRANDT ST APT 2 HOUSTON TX 77006-5168	92 008 260 000 0003	3804 BRANDT ST 77006	COMMERCIAL BUILDING	2010 - 2011	1,063.86
HAGERTY THOMAS & VERONICA % HAGERTY ADVERTISING GROUP 3611 MONTROSE BVLD HOUSTON TX 77006-4691	92 026 156 000 0016	3611 MONTROSE BLVD 3 77006	COMMERCIAL BLDG	2011	744.75
GAWERC BRONIA 330 FAIRVIEW ST HOUSTON TX 77006-3002	92 014 054 000 0011	330 FAIRVIEW ST 77006	OFFICE BLDGS	2011	737.00
UPSTAIRS DOWNSTAIRS LLC 609 COLQUITT ST HOUSTON, TX 77006-5523	92 023 062 000 0013	609 COLQUITT ST 77006	COMMERCIAL BLDG	2010 - 2011	627.50
ERIS BILL GIANNAKOPOULOS ILIAS 403 W GRAY ST HOUSTON TX 77019-4442	92 056 041 000 0003	311 W GRAY ST 77019	VACANT PROPERTY	2010 - 2011	605.00
87 PROPERTIES 4918 NEWPOINT DR FRESNO TX 77545-9220	92 037 029 000 0016	406 HAWTHORNE ST 5 77006	MULTI-FAMILY	2011	604.10

Harris County Improvement District No. 6
Lawsuit and Arbitration Status Summary as of 11/09/2012

Jur 930

Summary

For Tax Years 2007-2011, for the period of June 2009 through October 2012

Settled

290,166,009	Original value of Settled accounts as of 11/09/2012
92	Number of Settled accounts as of 11/09/2012
26,558,889	Reduction in value of Settled accounts
9.15%	Average % reduction in value of Settled accounts

Unsettled

178,695,897	Original value of Unsettled accounts as of 11/09/2012
43	Number of Unsettled accounts as of 11/09/2012

.125 Tax rate per \$100 valuation

\$20,445 Estimated reduction in assessment on 43 Unsettled accounts,
based on **9.15 %** average

Harris County Improvement District No. 6
Lawsuit and Arbitration Status Detail as of 11/09/2012

Jur 930

Tax Year	CAD No.	Owner Name	Original Value	Assessment Collected	Cause Number	Date Settled	Total Settled Value	Reduction in Assessment	% Reduction in Assessment	Designation Form Sent	Refund Notice Sent to Blkr.
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Tax Year 2009

Settled											
Tax Year 2009	057-036-000-0019	NRH Family Trust	200,000	\$0.00	101-09-000061	12/10/2009	200,000	\$0.00	0.00%	NA	NA
Tax Year 2009	057-036-000-0020	NRH Family Trust	200,000	\$225.00	101-09-000060	1/28/2010	180,000	\$25.00	11.11%	DELIQ	NA
Tax Year 2009	037-068-000-0005	Thompson Lisa	396,623	\$447.42	2009-49097	1/28/2010	357,933			DELIQ	NA
Tax Year 2009	023-064-000-0009	Andover Properties Ltd	830,000	\$1,037.50	2009-57241	2/26/2010	738,000	\$115.00	11.08%	PAID	NA
Tax Year 2009	030-246-000-0008	Andover Properties Ltd	689,814	\$862.27	2009-57241	2/26/2010	555,663	\$167.69	19.45%	PAID	NA
Tax Year 2009	026-152-000-0019	Total Health Care Svc LLC	1,235,310	\$1,544.14	2009-70738	2/26/2010	1,100,000	\$320,69	20.77%	DELIQ	NA
Tax Year 2009	037-743-000-0004	Siddiqui Sabrina	1,039,500	\$1,299.38	2009-63330	3/26/2010	832,632	\$258.59	19.90%	PAID	NA
Tax Year 2009	026-163-000-0001	UST Realty Company c/o Univ of St Thomas	6,944,978	\$8,681.22	2009-57057	5/14/2010	6,500,000	\$0.00	0.00%	N/A	N/A
Tax Year 2009	026-163-000-0021	UST Realty Company c/o Univ of St Thomas	3,691,605	\$4,614.51	2009-57057	5/14/2010	3,691,605	\$0.00	0.00%	NA	NA
Tax Year 2009	026-164-000-0027	UST Realty Company c/o Univ of St Thomas	2,247,000	\$2,808.75	2009-63612	5/14/2010	2,247,000	\$0.00	0.00%	NA	NA
Tax Year 2009	037-403-000-0018	Boga Wetmoreland Ltd / Scott William G	2,800,000	\$3,500.00	2008-57166	8/6/2010	2,664,000	\$170,00	4.86%	8/24/2010	9/13/2010
Tax Year 2009	126-926-001-0001	West Dallas, Ltd c/o Koonitz/McCombs LLC	56,275,543	\$70,344.43	2009-56299	9/17/2010	49,000,000	\$9,094.43	12.93%	10/8/2010	11/11/2010
Tax Year 2009	008-262-000-0001	Osama Abdullatif	780,000	\$975.00	2009-63558	9/17/2010	700,000	\$100,00	10.26%	10/8/2010	11/11/2010
Tax Year 2009	127-752-001-0001	4119 Montrose Ltd	7,650,000	\$9,562.50	2009-57048	10/22/2010	7,100,000	\$687.50	7.19%	11/17/2010	12/9/2010
Tax Year 2009	122-924-001-0001	B&P Residential LLC	1,100,000	\$1,375.00	2009-66406	11/19/2010	900,000	\$125,00	18.18%	12/3/2010	1/4/2011
Tax Year 2009	014-064-000-0007	Heim Lam Inc	2,061,183	\$2,576.48	2009-63649	12/10/2010	1,975,000	\$107,73	4.18%	1/4/2011	2/9/2011
Tax Year 2009	023-076-000-0001	Memorial Trailis Apartments Inc	1,398,328	\$1,747.91	2009-67128	1,300,000	\$122,91		7.03%	3/23/2011	4/11/2011
Tax Year 2009	008-266-000-0004	Wheeler James M	769,152	\$961.44	2009-67221	2/25/2011	727,655	\$51.87	5.40%	3/23/2011	4/4/2011
Tax Year 2009	120-768-001-0001	4119 Montrose Limited	3,902,000	\$4,877.50	2010-00805	2/25/2011	3,875,000	\$33.75	0.69%	3/23/2011	4/4/2011
Tax Year 2009	014-010-000-0009	MAV Investments Inc	761,081	\$951.35	2009-67150	3/25/2011	745,000	\$20,10	2.11%	4/21/2011	5/3/2011
Tax Year 2009	030-245-000-0010	Littell Brett	764,600	\$955.75	2009-70727	3/30/2011	725,000	\$246.90	25.83%	4/21/2011	5/3/2011
Tax Year 2009	026-154-000-0006	BRI Hawthorne Square Ltd	2,890,000	\$3,612.50	2009-64031	5/23/2011	2,700,000	\$235.50	6.57%	6/8/2011	7/5/2011
Tax Year 2009	018-045-000-0004	Garza Otilia F	268,800	\$336.00	2009-59875	7/14/2011	268,800	\$0.00	0.00%	N/A	N/A
Tax Year 2009	018-045-000-0005	Garza Otilia F	192,000	\$240.00	2009-59875	7/14/2011	192,000	\$0.00	0.00%	N/A	N/A
Tax Year 2009	018-045-000-0006	Garza Otilia F	395,133	\$493.92	2009-59875	7/14/2011	395,133	\$0.00	0.00%	N/A	N/A
Tax Year 2009	117-939-001-0001	Walgreens 03157	6,366,871	\$7,958.59	2008-53973	8/19/2011	4,975,212	\$1,739.57	21.86%	9/7/2011	9/28/2011
			105,849,321				94,645,633				
			26								

Unsettled

Tax Year 2009	014-012-000-0004	Vega Adam G & Gladys H	816,937	\$1,021,17	2011-20563						
Tax Year 2009	Total	Unsettled Accounts, original value	816,937								
Tax Year 2009	Total	Unsettled Accounts, number of accounts	1								

Tax Year 2010

Settled											
Tax Year 2010	030-245-000-0020	1920 Manor LLC	378,669	\$422.54	101-10-000274	1/21/2011	338,034			BASA	NA
Tax Year 2010	004-139-000-0002	Khawaja Abbas & Teskeen	714,568	\$955.74	101-10-000112	3/25/2011	600,000	\$153,24	16.03%	4/21/2011	5/3/2011
Tax Year 2010	030-246-000-0008	Andover Properties Ltd	681,033	\$694.58	2010-48685	3/25/2011	555,663	\$0.00	0.00%	PAID	NA
Tax Year 2010	026-005-000-0001	Mazza Bruce S & Beverly L	791,971	\$989.96	101-10-000140	4/13/2011	730,920	\$76.31	7.71%	5/24/2011	6/1/2011
Tax Year 2010	008-262-000-0001	Abdullahif/Osama	780,000	\$975.00	2010-61463	6/1/2011	700,000	\$100,00	10.26%	6/22/2011	7/5/2011
Tax Year 2010	018-045-000-0004	Garza Otilia F	268,800	\$336,00	2010-64250	7/12/2011	268,800	\$0.00	0.00%	N/A	N/A

prepared by: EquiTAX Inc.
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Revised 02 December 2012
 page 1 of 4

281-444-4866

**Harris County Improvement District No. 6
Lawsuit and Arbitration Status Detail as of 11/09/2012**

Jur 930

Tax Year	CAD No.	Owner Name	Original Value	Assessment Collected	Cause Number	Date Settled	Total Settled Value	Reduction in Assessment	% Reduction in Assessment	Designation Form Sent	Refund Notice Sent to Blkr	
Tax Year 2010	018-045-000-0005	Garza Otilia F	\$240,00	2010-64250	7/12/2011	192,000	\$0,00	0,00%	N/A	N/A		
Tax Year 2010	018-045-000-0006	Garza Otilia F	\$475,05	2010-64250	7/12/2011	332,00	\$60,05	12,64%	7/29/2011	8/31/2011		
Tax Year 2010	023-076-000-0001	Memorial Trails Apartments Inc	\$1,344,641	\$1,680,80	2010-71941	8/30/2011	1,300,00	\$55,80	3,32%	9/14/2011	9/28/2011	
Tax Year 2010	126-926-001-0001	West Dallas, Ltd c/o Koonitz/McCombs LLC	\$52,760,717	\$65,950,90	2010-52973	9/1/2011	49,500,00	\$4,075,90	6,18%	9/14/2011	9/28/2011	
Tax Year 2010	117-939-001-0001	Walgreens (3)157	\$6,325,57	2010-60599	9/9/2011	5,156,998	\$1,880,00	22,58%	rcvd	10/4/2011		
Tax Year 2010	127-732-001-0001	4119 Montrose Ltd	\$8,534,65	2010-60985	10/14/2011	6,550,00	\$347,15	4,07%	11/3/2011	12/1/2011		
Tax Year 2010	030-245-000-0008	The Nations Family Limited Partnership Ltd	\$1,020,000	\$1,364,25	2010-68544	2/10/2012	1,020,00	\$0,00	0,00%	NA	NA	
Tax Year 2010	037-037-000-0003	Fairb Aubrey & Trustee	\$1,445,640	\$1,807,05	2010-71841	1/10/2012	1,440,640	\$6,25	0,35%	1/24/2012	1/31/2012	
Tax Year 2010	026-164-000-0027	USTI Realty Company	\$1,825,000	\$2,521,56	2010-67730	2/14/2012	1,825,00	\$0,00	0,00%	NA	N/A	
Tax Year 2010	026-163-000-0001	USTI Realty Company	\$6,393,372	\$7,991,72	2010-61021	2/28/2012	6,000,00	\$49,72	6,15%	3/26/2012	5/7/2012	
Tax Year 2010	023-076-000-0008	Memorial Trails Apartments Inc	427,410	\$534,26	2010-77714	2/29/2012	410,00	\$2,76	4,07%	3/26/2012	5/7/2012	
Tax Year 2010	008-246-000-0004	Wheeler James M	764,218	\$961,44	2010-68833	4/9/2012	750,00	\$17,77	1,85%	4/24/2012	5/7/2012	
Tax Year 2010	030-246-000-0003	Borrell Leo J & H Judy	1,173,466	\$1,466,83	2010-71890	4/5/2012	1,085,00	\$110,58	7,54%	4/24/2012	5/7/2012	
Tax Year 2010	026-163-000-0021	USTI Realty Company	2,857,500	\$3,571,88	2010-61030	7/26/2012	2,600,00	\$321,88	9,01%	8/20/2012	8/30/2012	
			87,687,217				81,355,055					
			20									
Unsettled												
Tax Year 2010	030-245-000-0014	Yoshida Naomi & Maemi		1,062,962		2010-68537						
Tax Year 2010	030-245-000-0010	Littell Brett		828,106		2010-68607						
Tax Year 2010	120-768-001-0001	4119 Montrose Limited		2,500,00		2011-07683						
Tax Year 2010	014-012-000-0004	Vega Adam G & Gladys H		741,000		2011-20563						
Tax Year 2010	026-157-000-0004	Pacifica Foundation Inc		568,662		2011-21270						
Tax Year 2010	Total	Unsettled Accounts, original value		5,700,730								
Tax Year 2010	Total	Unsettled Accounts, number of accounts		5								

Tax Year 2011

Settled	Tax Year 2011	Memorial Trails Apartments INC	\$556	2011-63961	2/24/2012	\$410,000	\$43,75	7.87%	3/26/2012	5/7/2012	
	Tax Year 2011	Siddiquai Sabrina	\$1,250,00	2011-48169	3/6/2012	832,632	\$209,21	16,74%	pd adj. amt	N/A	
	Tax Year 2011	Aron Enterprises Inc	\$886,000	101-11-000374	5/10/2012	\$624,00	\$77,50	9,03%	5/31/2012	7/2/2012	
	Tax Year 2011	Richmond Montrose CVS	\$806,375	\$4,757,97	2011-56385	8/24/2012	\$730,00	\$95,47	9/21/2012	10/1/2012	
	Tax Year 2011	MEMORIAL TRAILS APARTMENTS INC	1,221,761	\$1,652,20	2011-63172	9/5/2012	\$26,17	1,58%	9/24/2012	10/1/2012	
	Tax Year 2011	Snyder Saul	1,121,310	\$1,401,64	2011-63536	9/27/2012	1,100,00	\$26,64	1,90%	10/18/2012	11/5/2012
	Tax Year 2011	USTI Realty Company c/o Univ of St. Thomas	6,087,000	\$7,608,75	2011-64027	9/26/2012	4,500,00	\$1,983,75	26,07%	10/10/2012	11/5/2012
	Tax Year 2011	USTI Realty Company c/o Univ of St. Thomas	2,017,248	\$2,521,56	2011-64027	9/26/2012	1,700,00	\$396,56	15,73%	10/10/2012	11/5/2012
	Tax Year 2011	USTI Realty Company c/o Univ of St. Thomas	2,833,688	\$3,542,11	2011-64027	9/26/2012	2,600,00	\$292,11	8,25%	10/10/2012	11/5/2012
			19,318,382	9			16,797,453				

Unsettled	Tax Year 2011	Andover Properties Ltd	779,942		2011-47947					
	Tax Year 2011	B&P Residential LLC	816,885		2011-47947					
	Tax Year 2011	Current Owner	929,000		2011-51945					
	Tax Year 2011	PIP AMLI 2221 West Dallas Street LLC	1,058,245		2011-57701					
	Tax Year 2011	126-926-001-0001	57,922,375		2011-62186					
	Tax Year 2011	4119 Montrose Limited	3,542,748		2011-62741					
			9							

prepared by: Equi-Tax Inc.
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Revised 02 December 2012

28-444-4866

Harris County Improvement District No. 6 Lawsuit and Arbitration Status Detail as of 11/09/2012

Tax Year	CAD No.	Owner Name	Original Value	Assessment Collected	Cause Number	Date Settled	Total Settled Value	Reduction in Assessment	Designation Form Sent	Refund Notice Sent to Bkr.
Tax Year 2011	030-245-000-0008	The Nations Family Limited Partnership Ltd	1,011,577			2011-63-014				rcvd
Tax Year 2011	030-245-000-0010	Littell Britt	793,731			2011-63-018				
Tax Year 2011	121-274-001-0001	Whitney Place Ltd	1,257,797			2011-63-739				
Tax Year 2011	008-260-000-0013	Harris Dwayne & Paula D	740,000			2011-63-759				
Tax Year 2011	030-246-000-0003	Borrell Leo J & H Judyay	1,085,000			2011-64-005				
Tax Year 2011	030-245-000-0014	Yoshida Naomitsu & Naomi	1,000,200			2011-69-593				
Tax Year 2011	026-1152-000-0019	Total Health Care Svc LLC	898,226			2011-70-201				
Tax Year 2011	Total	Unsettled Accounts, original value					71,835,726			
Tax Year 2011	Total	Unsettled Accounts, number of accounts						13		

Unsettled	Tax Year 2012	004-136-000-0009	Brinkoeter W R	515,200	101-12-000411
	Tax Year 2012	030-245-000-0014	Vega Adan G & Gladys H	1,028,640	2010-68537
	Tax Year 2012	014-012-000-0004	Vega Adan G & Gladys H	680,000	2011-20563
	Tax Year 2012	014-148-000-0012	Current Owner	1,048,939	2011-57701
	Tax Year 2012	030-245-000-0008	THE NATIONS FAMILY LIMITED PARTNERSHIP	1,015,035	2011-63014
	Tax Year 2012	037-037-000-0004	Siddiqui Sabrina	1,000,000	2012-44907
	Tax Year 2012	125-809-001-0001	102 104 Greenwich Street Manhattan LP	3,920,517	2012-52222
	Tax Year 2012	126-926-001-0001	PPF AMLI 2221 WEST DALLAS STREET LLC	58,104,175	2012-55280
	Tax Year 2012	026-152-000-0019	TOTAL HEALTH CARE SVC LLC	1,040,787	2012-58599
	Tax Year 2012	026-163-000-0001		7,052,892	2012-58876
	Tax Year 2012	026-163-000-0021		2,900,000	2012-58876
	Tax Year 2012	120-768-001-0001		3,914,650	2012-58942
	Tax Year 2012	127-752-001-0001		8,136,463	2012-58942
	Tax Year 2012	018-045-000-0004		268,800	2012-60661
	Tax Year 2012	018-045-000-0005		192,000	2012-60661
	Tax Year 2012	018-045-000-0006		383,000	2012-60661
	Tax Year 2012	121-274-001-0001		1,772,000	2012-61805
	Tax Year 2012	023-076-000-0008		413,539	2012-62002
	Tax Year 2012	030-245-000-0003		752,177	2012-62115
	Tax Year 2012	030-245-000-0010		793,731	2012-62225
	Tax Year 2012	008-260-000-0013		723,600	2012-62281
	Tax Year 2012	026-164-000-0027		2,156,808	2012-62305
	Tax Year 2012	030-245-000-0003		1,165,125	2012-62464
	Tax Year 2012	023-076-000-0001		1,364,426	2012-62523
Tax Year 2012	Total	Unsettled Accounts, original value		100,342,504	24
Tax Year 2012	Total	Unsettled Accounts, number of accounts			

Cumulative

**Harris County Improvement District No. 6
Lawsuit and Arbitration Status Detail as of 11/09/2012**

Jur 930

Tax Year	CAD No.	Owner Name	Original Value	Assessment Collected	Cause Number	Date Settled	Total Settled Value	Reduction in Assessment	% Reduction in Assessment	Designation Form Sent	Refund Notice Sent to Bahr
Settled											
Cumulative	Grand Total	Settled Accounts, original value	290,166,009								
Cumulative	Grand Total	Settled Accounts, number of accounts									92
Unsettled											
Cumulative	Grand Total	Unsettled Accounts, original value									263,607,120
Cumulative	Grand Total	Unsettled Accounts, number of accounts	178,695,897								43
Cumulative	Grand Total	Unsettled Accounts, number of accounts									

Color Legend

Light Gray	Settled previously
Yellow	Settled as of this report
White	Unsettled
Pink	Unsettled and new since previous report

Abbreviations

NA	Not applicable
x	Previous to implementation of Designation Form
DEIQ	Refund was not issued - Reduction in assessment was applied to the account, and account still has a balance due.
PAID	Refund was not issued - Reduction in assessment was applied to the account, and account is now paid in full.
BASA	Billed at settled amount -- Account had not been billed for this tax year before the lawsuit was settled; so account was adjusted (if needed) and billed at the settled amount.
NYB	Not yet billed

**MONTROSE DISTRICT WEST ZONE
ASSESSMENT COLLECTION REPORT**
November 2012
BILLING AND COLLECTION SUMMARY
FISCAL YEAR
01/01/12 - 12/31/12

YEAR	RATE	TOTAL LEVY	COLLECTIONS	RECEIVABLE	% COLLECTED
2011	0.12500	\$887,335.86	\$869,257.62	\$18,078.24	98%
2010	0.12500	\$868,259.63	\$862,151.58	\$6,108.05	99%

Current Month Activity

Revenue:	<u>Current Month</u>	<u>Year to Date</u>
2011 Assessment Collected	1,020.18	777,821.09
2010 Assessment Collected	-275.00	9,509.33
Penalty & Interest	228.12	11,119.78
Overpayments	337.50	26,053.15
Collection Fees	262.16	7,437.47
Court Fees	0.00	0.00
Total Revenue	1,572.96	831,940.82
Overpayments Presented for Refund	337.50	25,540.49
Overpayments Applied to Assessment	0.00	0.00

ASSESSED VALUE FOR 2011:	709,868,265	Uncertified:	0
ASSESSED VALUE FOR 2010:	694,605,333	Uncertified:	0

Assessment Collection Account: Compass Bank, Account No. 2530962086

ASSESSMENT PLAN PROJECTIONS

YEAR	MAX RATE	PROJECTED LEVY	COLLECTIONS	CUMULATIVE COLLECTIONS	10 YEAR AVERAGE @ 10%
			@ 95%		
2010	0.12500	868,260	824,847	\$862,151.58	
2011	0.12500	887,336	842,969	\$869,257.62	
2012	0.12500		0		
2013	0.12500		0		
2014	0.12500		0		
2015	0.12500		0		
2016	0.12500		0		
		1,755,595	1,667,816		175,560

The Projected Levy is based on the rate remaining at 0.12500

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

MONROSE DISTRICT WEST ZONE

TOP TEN ASSESSMENT PAYERS					
PROPERTY OWNER	ACCOUNT NOS	SITUS	PROPERTY TYPE	VALUE	ASSESSMENT
WEINGARTEN REALTY INVESTORS 0591-001 PO BOX 924133 HOUSTON TX 77292-4133	04422500000001 0442250000170 0442250000169 0442250000168 0442250000145 0442250000110 0442250000105 0442250000005 0442250000002 0442250000171	2005 W GRAY ST 77019 1953 W GRAY ST 77019 1953 W GRAY ST 77019 2028 W GRAY ST 77019 2001 W GRAY ST 77019 2020 W GRAY ST 77019 2010 W GRAY ST 77019 2002 W GRAY ST 77019 1950 W GRAY ST 77019 2017 W GRAY ST 77019	VARIOUS COMMERCIAL	46,508,896	58,136.12
FINGER FSC MONROSE LTD 99 DETERING ST STE 200 HOUSTON TX 77007-8259	1215190010001	4899 MONROSE BLVD 187 77006	MULTI - FAMILY	44,643,153	55,803.94
WESTHEIMER APARTMENTS LP 5694 MISSION CENTER RD STE 602 SAN DIEGO CA 92108-4324	12886390010001	2001 WESTHEIMER RD 244 77098	MULTI - FAMILY	31,620,000	39,525.00
4310 DUNLAVY LLC 101 BERKSHIRE ST BELLAIRE TX 77401-5309	1286480020001 1286480010002 1286480010001 0660870040002 0660870040001 0660870020006	DUNLAVY 77006 4310 DUNLAVY ST 77006 4310 DUNLAVY ST 236 77006 4403 WOODHEAD ST 16 77098 4403 WOODHEAD ST 77098 4315WOODHEAD ST 8 77098	MULTI - FAMILY	29,577,136	36,971.42
ANBIL II-R O L P 105 TOWN CENTER RD STE 10 KING OF PRUSSIA PA 19406-2394	0730810030011 1170070010001 1170070020001 0730810030007	1505 W CLAY ST 77019 1422 W GRAY ST 77019 1414 WAUGH DR 77019 1521 W CLAY ST 77019	SHOPPING CENTER	27,742,202	34,677.75
TEXAS ABERCROMBIE FAMILY INT LTD 730 N POST OAK RD STE 110 HOUSTON TX 77024-3854	0441850000002	1701 W ALABAMA ST 77098	VACANT COMMERCIAL	15,062,130	18,827.66
SHEPHERD INV LP 1800 POST OAK BLVD 6 BLVD PLACE STE 400 HOUSTON TX 77056	0442600000001	2075 WESTHEIMER RD 77098	SHOPING CENTER	12,662,500	15,828.13

MONTROSE DISTRICT WEST ZONE

MONTROSE DISTRICT WEST ZONE

TOP TEN DELINQUENT ACCOUNTS					
PROPERTY OWNER	ACCOUNT NO	SITUS	PROPERTY TYPE	ASSESSMENT YEAR(S)	ASSESSMENT
FAT PROPERTY LLC 218 HAWTHORNE ST HOUSTON TX 77006-4006	94 057 121 000 0012	1901 RICHMOND AVE 42 77098	MULTI - FAMILY	2010 - 2011	3,087.69
ROBINSON LENNON C P O BOX 66531 HOUSTON TX 77266-6531	94 026 198 000 0001	13174 HAWTHORNE ST 12 77006	MULTI - FAMILY	2010 - 2011	1,307.03
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 - 2011	1,298.40
HUFF MICHAEL B P O BOX 70148 HOUSTON, TX 77270-0148	94 026 174 000 0013	3230 YOAKUM BLVD 77006	COMMERCIAL	2010 - 2011	1,278.86
BISHOP JOAN 1547 WAVERLY ST HOUSTON TX 77008-4148	94 033 193 000 0005	120 PORTLAND ST 1 77002	COMMERCIAL	2010 - 2011	1,271.88
IVANHOE BRANARD 2035 MILFORD ST HOUSTON, TX 77098-5309	94 038 220 000 0001	1915 BRANARD ST 22 77098	MULTI-FAMILY	2011	1,031.25
LOPEZ EDUARDO & MONICA 1423 RICHMOND AVE HOUSTON TX 77006-5308	94 039 222 000 0009	1411 RICHMOND AVE 77006	COMMERCIAL	2010 - 2011	985.65
MCELRoy VALERIE & JOHN P O BOX 540101 HOUSTON TX 77254-0101	94 059 173 000 0003	1223 WAUGH DR 77019	COMMERCIAL BLDG	2011	980.68
EISEMANN MAUDE 5455 JOHN DREAPERR DR HOUSTON TX 77056-4230	94 010 167 000 0030	1116 W GRAY ST 77019	COMMERCIAL BLDG	2010 - 2011	891.00
MAXIMILLIAN SQUARE LLC 4444 ALTON RD MIAMI BEACH FL 33140-2851	94 066 122 000 0016	3910 McDUFFIE ST 13 77098	MULTI-FAMILY	2011	873.80

Harris County Improvement District No. 11
Lawsuit and Arbitration Status Summary as of 11/09/2012

Jur 939

Summary

For Tax Years 2010 & 2011, for the period of September 2010 through October 2012

Settled

315,949,248	Original value of Settled accounts as of 11/09/2012
98	Number of Settled accounts as of 11/09/2012
19,210,270	Reduction in value of Settled accounts
6.08%	Average % reduction in value of Settled accounts

Unsettled

275,983,656	Original value of Unsettled accounts as of 11/09/2012
87	Number of Unsettled accounts as of 11/09/2012

.125 Tax rate per \$100 valuation

\$20,975 Estimated reduction in assessment on 87 Unsettled accounts,
based on **6.08%** average

**Harris County Improvement District No. 11
Lawsuit and Arbitration Status Detail as of 11/09/2012**

Jur 939

Tax Year	CAD No.	Owner Name	Original Value	Assessment Collected	Cause Number	Date Settled	Total Settled Value	Reduction in Assessment	% Reduction in Assessment	Designation Form Sent	Refund Notice Sent to Bapr
Tax Year 2010											
Settled											
Tax Year 2010	026-058-007-0004	Demers Properties Ltd	\$79,506	\$724.38	2010-67781	1/21/2011	514,240	\$81,58	11.26%	2/22/2011	4/4/2011
Tax Year 2010	026-058-007-0006	Demers Properties Ltd	635,560	\$794.45	2010-67781	1/21/2011	600,000	\$0.00	0.00%	N/A	N/A
Tax Year 2010	026-058-007-0008	Demers Properties Ltd	744,225	\$930.26	2010-67781	1/21/2011	708,850	\$44,20	4.75%	2/22/2011	4/4/2011
Tax Year 2010	036-044-000-0006	Presswood Joe T & Forest L	824,951	\$1,031.19	1011-10-000052	2/25/2011	600,000	\$281.19	27.27%	3/23/2011	4/4/2011
Tax Year 2010	033-194-000-0001	4900 Travis Investments LLC	865,000	\$1,050.00	2010-68703	2/25/2011	840,000	\$0.00	0.00%	N/A	N/A
Tax Year 2010	044-184-000-0151	Andover Richmond Apis Ltd	4,871,900	\$51,137.50	2010-48685	3/25/2011	4,110,000	\$0.00	0.00%	N/A	N/A
Tax Year 2010	054-058-000-0003	MB Development Co & SPP	937,007	\$1,070.00	2011-10-000315	4/10/2011	856,000	\$0.00	0.00%	N/A	N/A
Tax Year 2010	128-648-001-0001	4310 Dunlavy LLC	25,032,000	\$30,625.00	2010-60813	5/13/2011	24,500,000	\$0.00	0.00%	N/A	N/A
Tax Year 2010	052-066-061-0006	YPI 2323 Shepherd LLC	9,750,931	\$13,041.87	2010-60379	5/24/2011	8,400,000	\$1,806.87	13.85%	6/8/2011	7/5/2011
Tax Year 2010	052-337-000-0014	Allied American Bank / Wells Fargo Bank	3,029,000	\$3,786.25	2010-61432	5/24/2011	2,750,000	\$348.75	9.21%	6/8/2011	7/5/2011
Tax Year 2010	117-007-001-0002	First Interstate Bank of Texas	1,049,990	\$1,312.49	2010-61432	5/24/2011	1,029,000	\$26.24	2.00%	6/8/2011	7/5/2011
Tax Year 2010	026-174-006-0001	KNA Partners Tower Inc	2,576,174	\$3,220.22	2010-56108	6/7/2011	1,637,850	\$1,172.91	36.42%	6/22/2011	7/5/2011
Tax Year 2010	026-174-006-0006	KNA Partners Tower Inc	445,653	\$5557.07	2010-56108	6/7/2011	434,575	\$13.85	2.49%	6/22/2011	7/5/2011
Tax Year 2010	026-174-006-0007	KNA Partners Tower Inc	1,167,820	\$14,459.78	2010-56096	5/10/2011	1,167,820	\$0.00	0.00%	N/A	N/A
Tax Year 2010	030-158-000-0001	M A D 88 Real Estate Ltd Pts	70,000	\$8,762.50	2009-58058	8/19/2011	6,490,000	\$846.38	9.66%	9/7/2011	9/28/2011
Tax Year 2010	044-225-000-0025	Ament	3,186,000	\$3,982.50	2009-62216	8/22/2011	2,778,310	\$509.61	12.80%	9/7/2011	9/28/2011
Tax Year 2010	057-127-000-0006	Lambertz Robert W Jr	320,000	\$400.00	2011-10-000122	10/7/2011	305,000	\$400.00	100.00%	11/3/2011	12/1/2011
Tax Year 2010	029-161-000-0004	1732 LP	717,000	\$8906.25	2010-68675	10/28/2011	702,300	\$18.37	2.05%	11/17/2011	12/1/2011
Tax Year 2010	026-206-000-0003	Westheimer Commons	349,000	\$436.25	2010-57983	11/10/2011	349,000	\$0.00	0.00%	N/A	N/A
Tax Year 2010	026-206-000-0004	Westheimer Commons	326,000	\$407.50	2010-57983	11/10/2011	326,000	\$0.00	0.00%	N/A	N/A
Tax Year 2010	026-206-000-0005	Westheimer Commons	507,698	\$634.62	2010-57983	11/10/2011	385,000	\$153.37	24.17%	11/22/2011	12/1/2011
Tax Year 2010	054-035-000-0011	Mosley Gary B	300,000	\$531.00	2010-60898	11/14/2011	300,000	\$0.00	0.00%	N/A	N/A
Tax Year 2010	039-220-000-0008	The Place Apartments c/o Eimes Management Corp	4,509,625	\$52,250.00	2010-50058	1/13/2012	4,509,625	\$0.00	0.00%	N/A	N/A
Tax Year 2010	044-222-000-0110	Plaza JPP LLC	271,680	\$436.45	2010-60018	12/6/2011	271,680	\$0.00	0.00%	N/A	N/A
Tax Year 2010	044-222-000-0156	Plaza JPP LLC	52,760	\$65.95	2010-60018	12/6/2011	52,760	\$0.00	0.00%	N/A	N/A
Tax Year 2010	044-222-000-0157	Plaza JPP LLC	929,160	\$1,161.45	2010-60018	12/6/2011	929,160	\$0.00	0.00%	N/A	N/A
Tax Year 2010	044-222-000-0170	Plaza JPP LLC	101,080	\$1,26.35	2010-60018	12/6/2011	101,080	\$0.00	0.00%	N/A	N/A
Tax Year 2010	044-225-000-0030	Plaza JPP LLC	2,034,040	\$2,542.55	2010-60018	12/6/2011	1,874,540	\$199.37	7.84%	12/21/2011	1/3/2012
Tax Year 2010	044-225-000-0110	Plaza JPP LLC	530,280	\$687.00	2010-60018	12/6/2011	550,280	\$0.00	0.00%	N/A	N/A
Tax Year 2010	044-222-000-0156	Emerald Land Company LC	1,341,000	\$1,852.50	2010-68185	1/24/2012	1,341,000	\$0.00	0.00%	N/A	N/A
Tax Year 2010	121-712-001-0001	Katz Real Estate LP	1,000,000	\$1,250.00	2010-68212	2/10/2012	965,000	\$43.75	3.50%	3/5/2012	3/7/2012
Tax Year 2010	044-222-000-0145	McBride Randy Dr	1,070,583	\$1,338.23	2010-70109	5/9/2012	1,000,000	\$94.41	7.05%	6/6/2012	7/2/2012
Tax Year 2010	044-225-000-0030	Weingarten Realty Investors	2,746,260	\$3,432.83	2010-48873	5/14/2012	2,644,104	\$127.70	3.72%	6/6/2012	7/2/2012
Tax Year 2010	044-225-000-0002	Weingarten Realty Investors	7,070,000	\$8,837.50	2010-48873	5/14/2012	6,807,400	\$328.74	3.72%	6/6/2012	4/9/2012
Tax Year 2010	044-225-000-0005	Weingarten Realty Investors	1,159,954	\$1,450	2010-48873	5/14/2012	\$1,116,805	\$53.93	3.72%	6/6/2012	7/2/2012
Tax Year 2010	044-225-000-0105	Weingarten Realty Investors	1,659,916	\$2,074.90	2010-48873	5/14/2012	1,598,170	\$77.19	3.72%	6/6/2012	7/2/2012
Tax Year 2010	044-225-000-0110	Weingarten Realty Investors	349,159	\$4,364.45	2010-48873	5/14/2012	333,282	\$19.85	4.55%	6/6/2012	7/2/2012
Tax Year 2010	044-225-000-0145	Weingarten Realty Investors	3,021,265	\$3,776.58	2010-48873	5/14/2012	2,908,879	\$140.48	3.72%	6/6/2012	7/2/2012
Tax Year 2010	044-225-000-0168	Weingarten Realty Investors	3,046,841	\$3,808.55	2010-48873	5/14/2012	2,933,504	\$141.67	3.72%	6/6/2012	7/2/2012
Tax Year 2010	044-225-000-0169	Weingarten Realty Investors	9,596,947	\$11,996.18	2010-48873	5/14/2012	9,239,947	\$446.23	3.72%	6/6/2012	7/2/2012
Tax Year 2010	044-225-000-0170	Weingarten Realty Investors	9,827,824	\$12,284.78	2010-48873	5/14/2012	9,462,245	\$456.97	3.72%	6/6/2012	7/2/2012
Tax Year 2010	044-225-000-0171	Weingarten Realty Investors	6,900,154	\$8,625.19	2010-48873	5/14/2012	6,643,480	\$320.84	3.72%	6/6/2012	7/2/2012
Tax Year 2010	044-225-000-0173	Weingarten Realty Investors	10,191,680	\$12,739.60	2010-48873	5/14/2012	9,812,566	\$473.89	3.72%	6/6/2012	7/2/2012
Tax Year 2010	038-224-000-0005	Tuma Samir N	741,855	\$938.82	2010-67006	5/23/2012	741,855	\$0.00	0.00%	N/A	N/A

**Harris County Improvement District No. 11
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Tax Year	CAD No.	Owner Name	Original Value	Assessment Collected	Cause Number	Date Settled	Total Settled Value	Reduction in Assessment	% Reduction in Assessment	Designation Form Sent	Refund Notice Sent to Blpr
Tax Year 2010	044-185-000-0012	Richmont Corp	20,902,023	n/a	2009-60327	6/8/2012	19,821,835	n/a	n/a	n/a	n/a
Tax Year 2010	044-255-000-0055	Wertheim Thomas A Trustee	925,000	\$1,156.25	2010-76837	7/3/2012	750,000	\$218,75	18.92%	8/10/2012	8/30/2012
Tax Year 2010	044-225-000-0163	Follensby Corp N V	1,185,000		2010-71873	7/13/2012	1,150,000				
Tax Year 2010	044-229-000-0011	Total Apt Maintenance Inc	202,539		2010-78495	7/13/2012	202,500				
Tax Year 2010	051-072-000-0005	John Hunter Wright Jr GST Tr	463,690	\$579,61	2010-65834	7/19/2012	427,935	\$44,69	7.71%	8/10/2012	8/30/2012
Tax Year 2010	051-072-000-0006	John Hunter Wright Jr GST Tr	411,480	\$514,35	2010-65834	7/19/2012	411,480	\$0.00	0.00%	n/a	n/a
Tax Year 2010	056-125-000-0031	Platinum Global Lp	875,397	\$1,094.25	2010-65834	7/19/2012	841,341	\$40,07	3.66%	8/10/2012	8/30/2012
Tax Year 2010	044-228-000-0005	Anreit c/o Ram Realty Services	3,311,715	\$4,139.64	2009-52860	9/6/2012	3,100,000	\$264,64	6.39%	9/24/2012	10/1/2012
			161,694,322				152,236,016				
			52								
Unsettled											
Tax Year 2010	054-234-000-0012	Carter Michael M		2,365,000			2010-67745				
Tax Year 2010	052-266-000-0012	Desantos Luis A		281,250			2011-07683				
Tax Year 2010	056-125-000-0018	Kenneth Knox Investment No 8 LLC		337,500			2011-07683				
Tax Year 2010	Total	Unsettled Accounts, original value		2,983,750							
Tax Year 2010	Total	Unsettled Accounts, number of accounts		3							

Tax Year 2011

Settled	Tax Year 2011	Westheimer Commons	338,228	\$0.00	2010-57983	11/11/2011	338,228	\$0.00	0.00%	N/A	N/A
	Tax Year 2011	Westheimer Commons	324,000	\$0.00	2010-57983	11/10/2011	324,000	\$0.00	0.00%	N/A	N/A
	Tax Year 2011	Westheimer Commons	460,000	\$0.00	2010-57983	11/10/2011	397,772	\$0.00	0.00%	N/A	N/A
	Tax Year 2011	Plaza J/P LLC	271,680	\$339,60	2010-60018	12/6/2011	271,680	\$0.00	0.00%	N/A	N/A
	Tax Year 2011	Plaza J/P LLC	52,760	\$65,95	2010-60018	12/6/2011	52,760	\$0.00	0.00%	N/A	N/A
	Tax Year 2011	Plaza J/P LLC	929,160	\$1,161.45	2010-60018	12/6/2011	929,160	\$0.00	0.00%	N/A	N/A
	Tax Year 2011	Plaza J/P LLC	101,080	\$126,35	2010-60018	12/6/2011	101,080	\$0.00	0.00%	N/A	N/A
	Tax Year 2011	Plaza J/P LLC	1,874,540	\$2,343,18	2010-60018	12/6/2011	1,874,540	\$0.00	0.00%	N/A	N/A
	Tax Year 2011	Plaza J/P LLC	550,280	\$6687.85	2010-60018	12/6/2011	550,280	\$0.00	0.00%	N/A	N/A
	Tax Year 2011	Katz Real Estate LP	976,500	\$1,220,63	2010-68212	2/10/2012	955,000	\$26,88	2.20%	3/5/2012	3/7/2012
	Tax Year 2011	The Place Apartments	4,200,000	\$5,250.00	2011-145916	2/10/2012	3,799,146	\$501,07	9.54%	3/5/2012	3/30/2012
	Tax Year 2011	Emerald Land Company LC	1,482,000	\$1,852,50	2011-63592	2/10/2012	1,341,000	\$176,25	9.51%	3/5/2012	3/30/2012
	Tax Year 2011	MB Development Co & SSP	923,591	\$1,154.49	101-11-000245	3/8/2012	878,000	\$56,99	4.94%	3/26/2012	5/7/2012
	Tax Year 2011	Lurie Apartments LP	941,637	\$1,177.05	101-11-000256	3/21/2012	861,250	\$100,49	8.54%	4/11/2012	5/7/2012
	Tax Year 2011	Racine Juan P & Anna	560,625	\$700,78	101-11-000271	4/26/2012	500,000	\$75,78	10.81%	5/17/2012	6/4/2012
	Tax Year 2011	O McBride Randy Dr	1,070,583	\$1,338,23	2011-63662	4/26/2012	1,000,000	\$88,23	6.59%	5/17/2012	6/4/2012
	Tax Year 2011	1537/2 Castle Court LTD	950,000	\$1,418,04	101-11-000336	5/7/2012	871,000	\$DELQ	N/A	N/A	
	Tax Year 2011	WEINGARTEN REALTY INVESTORS	2,746,260	\$3,432,83	2011-51231	5/14/2012	2,587,617	\$198,31	5.78%	6/6/2012	7/2/2012
	Tax Year 2011	WEINGARTEN REALTY INVESTORS	7,507,000	\$10,066.48	2011-51231	5/14/2012	7,073,344	\$1,224,80	12.17%	6/6/2012	7/2/2012
	Tax Year 2011	WEINGARTEN REALTY INVESTORS	539,223	\$6674.03	2011-51231	5/14/2012	508,074	\$38,94	5.78%	6/6/2012	7/2/2012
	Tax Year 2011	WEINGARTEN REALTY INVESTORS	1,706,909	\$2,133.64	2011-51231	5/14/2012	1,608,306	\$123,26	5.78%	6/6/2012	7/2/2012
	Tax Year 2011	WEINGARTEN REALTY INVESTORS	349,822	\$1,437.28	2011-51231	5/14/2012	329,614	\$25,26			
	Tax Year 2011	WEINGARTEN REALTY INVESTORS	3,140,826	\$3,926.03	2011-51231	5/14/2012	2,959,390	\$226,79	5.78%	6/6/2012	7/2/2012
	Tax Year 2011	WEINGARTEN REALTY INVESTORS	3,050,622	\$3,818.28	2011-51231	5/14/2012	2,874,397	\$220,78	5.77%	6/6/2012	7/2/2012
	Tax Year 2011	WEINGARTEN REALTY INVESTORS	9,704,298	\$12,130.37	2011-51231	5/14/2012	9,143,712	\$700,73	5.78%	6/6/2012	7/2/2012
	Tax Year 2011	WEINGARTEN REALTY INVESTORS	10,222,395	\$12,815.49	2011-51231	5/14/2012	9,660,147	\$740,31	5.78%	6/6/2012	7/2/2012
	Tax Year 2011	WEINGARTEN REALTY INVESTORS	6,965,356	\$8,706.70	2011-51231	5/14/2012	6,562,990	\$550,96	5.78%	6/6/2012	7/2/2012

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Tax Year	CAD No.	Owner Name	Original Value	Assessment Collected	Cause Number	Date Settled	Total Settled Value	Reduction in Assessment	% Reduction in Assessment	Designation Form Sent	Refund Notice Sent to Bapr
Tax Year 2011	044-225-000-0173	WEINGARTEN REALTY INVESTORS	10,817,289	\$13,521,61	2011-51231	5/14/2012	10,192,409	\$781,10	5.78%	6/6/2012	7/2/2012
Tax Year 2011	128-639-001-0001	Westheimer Apartments L.P.	31,620,000	\$39,525,00	2011-56503	5/14/2012	29,500,000	\$2,650,00	6.70%	6/6/2012	7/2/2012
Tax Year 2011	029-170-000-0007	Sherry Kelley's Melange, Inc.	412,211	\$515,26	2011-63829	5/14/2012	385,000	\$34,01	6.60%	6/6/2012	7/2/2012
Tax Year 2011	038-224-000-0005	Saintu N tuma	751,053	\$938,82	5/23/2013	751,053	\$0,00	\$0,00%	0,00%	N/A	N/A
Tax Year 2011	044-185-000-0012	Richmond Corp	20,929,733	n/a	2010-603206	6/8/2012	19,821,835	\$n/a	n/a	n/a	n/a
Tax Year 2011	044-255-000-0055	Thomas A Wertheim Trustee	936,834	\$1,171,04	2010-768377	7/3/2012	750,000	\$233,54	19.94%	8/10/2012	8/30/2012
Tax Year 2011	033-195-000-0009	Callaway TJ & M F Kramer	400,222	\$500,28	101-11-000428	7/12/2012	309,450	\$113,47	22.68%	8/10/2012	8/30/2012
Tax Year 2011	036-040-000-0023	Memorial Trials Apartments	534,383	\$2,062,50	2011-62696	8/10/2012	534,383	\$0,00	0,00%	N/A	N/A
Tax Year 2011	026-174-000-0001	KNA PARTNERS	2,537,730	\$2,062,50	2011-56207	8/8/2012	1,637,850	\$15,19	0.74%	8/23/2012	8/30/2012
Tax Year 2011	026-174-000-0006	KNA PARTNERS	434,575	NA	2011-56207	8/8/2012	434,575	\$0,00	0,00%	N/A	N/A
Tax Year 2011	026-174-000-0007	KNA PARTNERS	1,200,000	\$1,500,00	2011-56207	8/8/2012	1,167,320	\$40,22	2.68%	8/23/2012	8/30/2012
Tax Year 2011	123-695-001-0001	WEST DALLAS WAUGH LTD	4,116,855	\$51,146,07	2011-56388	8/9/2012	3,644,000	\$591,07	11.49%	8/23/2012	8/30/2012
Tax Year 2011	054-035-000-0011	GARY MOSLEY	386,631	\$483,29	2011-57066	8/9/2012	322,000	\$86,45	17.89%	8/23/2012	8/30/2012
Tax Year 2011	026-056-004-0010	Shepherd Inv LP	119,880	no change	2011-57702	9/24/2012	119,880	na	na	na	na
Tax Year 2011	026-057-005-0010	Shepherd Inv LP	119,700	no change	2011-57702	9/24/2012	119,700	na	na	na	na
Tax Year 2011	044-260-000-0001	Shepherd Inv LP	12,662,500	\$15,828,13	2011-57702	9/24/2012	12,204,465	\$572,54	3.62%	10/10/2012	11/15/2012
Tax Year 2011	044-260-000-0005	Shepherd Inv LP	2,431,800	no change	2011-57702	9/24/2012	2,431,800	na	na	na	na
Tax Year 2011	044-260-000-0009	Shepherd Inv LP	1,024,155	no change	2011-57702	9/24/2012	1,024,155	na	na	na	na
Tax Year 2011	033-194-000-0001	4900 Travis Investments LLC	850,000	\$1,062,50	2011-630777	10/26/2011	800,000	\$62,50	5.88%	11/12/2012	11/30/2012
			154,254,926				144,502,962				
Unsettled											
Tax Year 2011	039-223-000-0021	Andover Properties LTD					873,080		2011-47947		
Tax Year 2011	044-184-000-0151	Andover Richmond Apis LTD					6,835,919		2011-47947		
Tax Year 2011	052-357-000-0014	Allied American Bank					2,802,946		2011-57433		
Tax Year 2011	044-228-000-0005	Anreit					3,300,000		2011-57633		
Tax Year 2011	036-040-000-0006	2007 Museum Place LTD					718,313		2011-62762		
Tax Year 2011	018-027-000-0004	Littell Properties					1,146,400		2011-62988		
Tax Year 2011	018-004-000-0003	AK California Ventures LTD					677,265		2011-63066		
Tax Year 2011	018-004-000-0018	AK California Ventures LTD					533,255		2011-63066		
Tax Year 2011	051-072-000-0005	John Hunter Wright Jr Gst Tr					484,126		2011-63251		
Tax Year 2011	051-072-000-0006	John Hunter Wright Jr Gst Tr					411,480		2011-63251		
Tax Year 2011	026-191-000-0014	DWA Forty Five Inc					753,522		2011-63266		
Tax Year 2011	132-039-001-0001	M A D 88 Real Est LTD Prts					7,010,000		2011-63331		
Tax Year 2011	044-225-000-0163	Follensby Corp NV					1,185,000		2011-63588		
Tax Year 2011	018-019-000-0008	Copeland Brian M					854,250		2011-64061		
Tax Year 2011	018-060-000-0005	Brian Copeland					880,000		2011-64070		
Tax Year 2011	052-066-061-0007	SWF Foods LLC					696,780		2011-64295		
Tax Year 2011	057-121-000-0025	Portsmouth Apartments LTD					600,000		2011-64373		
Tax Year 2011	056-121-000-0007	Dearborn Place LLC					455,000		2011-64983		
Tax Year 2011	052-363-000-0012	Orville & Alberta Ye Arout Joint Trust					335,107		2011-70197		
Tax Year 2011	029-161-000-0004	1732 LP					789,100		2011-70211		
Tax Year 2011	026-058-002-0004	Demers Properties LTD					635,188		2011-70479		
Tax Year 2011	037-0493-000-0002	Demers Properties LTD					483,086		2011-70479		
Tax Year 2011	Total	Unsettled Accounts, original value					32,460,517				
Tax Year 2011	Total	Unsettled Accounts, number of accounts					22				

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Tax Year	CAD No.	Owner Name	Original Value	Assessment Collected	Cause Number	Date Settled	Total Settled Value	Reduction in Assessment	% Reduction in Assessment	Designation Form Sent	Refund Notice Sent to BKPR
Tax Year 2012											
Settled	Tax Year 2012										
Unsettled	Tax Year 2012	064-230-002-0020	Cash Catherine N Trustee		302,205		101-12-000057				
	Tax Year 2012	036-020-000-0001	Samet Eric Et Al		813,825		101-12-000439				
	Tax Year 2012	036-121-000-0011	Winters James A		469,732		101-12-000446				
	Tax Year 2012	037-094-000-0001			509,579		101-12-000592				
	Tax Year 2012	018-001-000-0003			449,829		101-12-000632				
	Tax Year 2012	018-001-000-0004			284,918		101-12-000632				
	Tax Year 2012	132-059-001-0001	M A D 88 Real Est LTD Pts		7,179,000		2011-63331				
	Tax Year 2012	032-066-061-0007			722,034		2011-64295				
	Tax Year 2012	035-004-000-0002	C P Investments Trust		459,156		2012-40528				
	Tax Year 2012	044-225-000-0001	Weingarten Realty		2,746,260		2012-45694				
	Tax Year 2012	044-225-000-0002	Weingarten Realty Investors		8,406,245		2012-45694				
	Tax Year 2012	044-225-000-0005	Weingarten Realty Investors		765,976		2012-45694				
	Tax Year 2012	044-225-000-0105	Weingarten Realty Investors		2,226,039		2012-45694				
	Tax Year 2012	044-225-000-0110	Weingarten Realty Investors		3,449,957		2012-45694				
	Tax Year 2012	044-225-000-0145	Weingarten Realty Investors		4,461,602		2012-45694				
	Tax Year 2012	044-225-000-0168	Weingarten Realty Investors		3,050,011		2012-45694				
	Tax Year 2012	044-225-000-0169	Weingarten Realty Investors		10,890,187		2012-45694				
	Tax Year 2012	044-225-000-0170	Weingarten Realty Investors		12,460,919		2012-45694				
	Tax Year 2012	044-225-000-0171	Weingarten Realty Investors		7,685,633		2012-45694				
	Tax Year 2012	044-225-000-0173	Weingarten Realty Investors		12,863,416		2012-45694				
	Tax Year 2012	026-174-000-0001	KNA Partners		3,000,000		2012-46815				
	Tax Year 2012	026-174-000-0006	KNA Partners		443,975		2012-46815				
	Tax Year 2012	026-174-000-0007	KNA Partners Tower Inc		1,405,000		2012-46815				
	Tax Year 2012	032-357-000-0014	Allied American Bank		3,266,369		2012-47058				
	Tax Year 2012	018-023-000-0001	Inner Loop Holdings LTD		613,500		2012-49311				
	Tax Year 2012	132-719-001-0001	Texas Abercrombie Family Int LTD		2,026,845		2012-49653				
	Tax Year 2012	132-719-001-0002	Texas Abercrombie Family Int LTD		20,938,793		2012-49653				
	Tax Year 2012	123-695-001-0001	West Dallas Waugh LTD		4,650,000		2012-52134				
	Tax Year 2012	044-255-000-0055	WERTHEIM THOMAS A TRUSTEE		980,790		2012-53396				
	Tax Year 2012	128-639-001-0001	WESTHEIMER APARTMENTS LP		33,014,000		2012-54016				
	Tax Year 2012	128-648-001-0001	4310 DUNLAVY LLC		31,212,077		2012-54018				
	Tax Year 2012	032-066-061-0006	G & I VII 2323 SOUTH SHEPHERD LP		12,100,000		2012-55304				
	Tax Year 2012	026-058-007-0006	DEMURIS PROPERTIES LTD		625,000		2012-55594				
	Tax Year 2012	026-058-007-0008	DEMURIS PROPERTIES LTD		911,528		2012-55594				
	Tax Year 2012	032-061-039-0012	MOSLEY GARY		400,000		2012-55616				
	Tax Year 2012	054-035-000-0011	MOSLEY GARY B		340,000		2012-55616				
	Tax Year 2012	026-056-004-0010			2,713,446		2012-58241				
	Tax Year 2012	038-223-000-0001			449,000		2012-58383				
	Tax Year 2012	051-072-000-0005			411,480		2012-58383				
	Tax Year 2012	051-072-000-0006			411,480		2012-58383				
	Tax Year 2012	026-058-008-0001	HIENLAM INC		1,728,288		2012-58906				
	Tax Year 2012	026-056-004-0010			119,880		2012-59250				

**Harris County Improvement District No. 11
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Tax Year	CAD No.	Owner Name	Original Value	Assessment Collected	Cause Number	Date Settled	Total Settled Value	Reduction in Assessment	% Reduction in Assessment	Designation Form Sent	Refund Notice Sent to Blspr
Tax Year 2012	026-057-005-0010		119,700			2012-59250					
Tax Year 2012	044-260-000-0001		14,650,000			2012-59250					
Tax Year 2012	044-260-000-0005		2,431,800			2012-59250					
Tax Year 2012	044-260-000-0009		1,024,155			2012-59250					
Tax Year 2012	044-228-000-0005		3,746,000			2012-59895					
Tax Year 2012	044-222-000-0145		1,105,016			2012-62187					
Tax Year 2012	033-194-000-0001		850,000			2012-62216					
Tax Year 2012	018-027-900-0004		1,325,000			2012-62307					
Tax Year 2012	057-121-000-0025		643,000			2012-62340					
Tax Year 2012	029-161-000-0004		787,383			2012-62355					
Tax Year 2012	026-173-000-0001		989,604			2012-62370					
Tax Year 2012	026-173-000-0017		6,991,777			2012-62370					
Tax Year 2012	044-225-000-0163		1,244,000			2012-62421					
Tax Year 2012	026-197-900-0002		1,510,460			2012-62505					
Tax Year 2012	026-191-000-0014		675,000			2012-62534					
Tax Year 2012	044-222-000-0110		271,680			2012-64643					
Tax Year 2012	044-222-000-0156		52,760			2012-64643					
Tax Year 2012	044-222-000-0157		929,160			2012-64643					
Tax Year 2012	044-222-000-0170		101,080			2012-64643					
Tax Year 2012	044-225-000-0030		2,095,040			2012-64643					
Tax Year 2012	044-225-000-0140		550,280			2012-64643					
Tax Year 2012	Total	Unsettled Accounts, original value	240,539,389								
Tax Year 2012	Total	Unsettled Accounts, number of accounts	62								

Cumulative

Settled	Grand Total	Unsettled Accounts, original value	315,919,248
Cumulative	Grand Total	Unsettled Accounts, number of accounts	98

Unsettled	Grand Total	Unsettled Accounts, original value	275,983,656
Cumulative	Grand Total	Unsettled Accounts, number of accounts	87

Color Legend

Light Gray	Settled previously
Yellow	Settled as of this report
White	Unsettled
Pink	Unsettled and new since previous report

Abbreviations

NA	Not applicable
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**Harris County Improvement District No. 11
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Tax Year	CAD No.	Owner Name	Original Value	Assessment Collected	Cause Number	Date Settled	Total Settled Value	Reduction in Assessment	% Reduction in Assessment	Designation Form Sent	Refund Notice Sent to Blspr
DEI/Q		Refund was not issued -- Reduction in assessment was applied to the account, and account still has a balance due.									
PAID		Refund was not issued -- Reduction in assessment was applied to the account, and account is now paid in full.									
BASA		Billed at settled amount -- Account had not been billed for this tax year before the lawsuit was settled; so account was adjusted (if needed) and billed at the settled amount.									
NYB		Not yet billed									
NYC		Not yet certified									

**MONTROSE MANAGEMENT DISTRICT
CITY OF HOUSTON
HARRIS COUNTY, TEXAS**

AGENDA MEMORANDUM

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

5. Receive and consider the District's monthly financial report and pay invoices.



MUNICIPAL ACCOUNTS
& CONSULTING, L.P.

Montrose Management District

Bookkeeper's Report

December 10, 2012

Montrose Management District
Cash Flow Report - Checking Account
As of December 10, 2012

Num	Name	Memo	Amount	Balance
BALANCE AS OF 11/13/2012				\$17,965.32
Receipts				
	Wire Transfer		31,500.00	
	Wire Transfer		<u>77,000.00</u>	
Total Receipts				108,500.00
Disbursements				
3286	Walter P. Moore	West Montrose Mobility Study	(978.51)	
3287	Aaron M Day	Security Expense	(2,811.07)	
3288	Adalberto R Ramos	Security Expense	(1,571.10)	
3289	Brian M Alms	Security Expense	(951.06)	
3290	Chad J Wall	Security Expense	(1,557.28)	
3291	John E Obenhaus	Security Expense	(1,920.62)	
3292	Joseph C Mabasa	Security Expense	(3,535.35)	
3293	Keith W Mountain	Security Expense	(581.40)	
3294	Lee T Jaquarya	Security Expense	(2,081.57)	
3295	Leon Laureano.	Security Expense	(1,345.46)	
3296	Mandy Arroyo.	Security Expense	(717.54)	
3297	Ricardo Gonzales	Security Expense	(529.41)	
3298	Richard J Bass	Security Expense	(918.05)	
3299	Sean M Blevins	Security Expense	(917.04)	
3300	Todd L Thibodeaux	Security Expense	(1,096.62)	
3301	Victor Beserra.	Security Expense / Coordinator Fee	(4,374.64)	
3302	Juan Arroyo	Security Expense	(198.13)	
3303	4900 Travis Investments LLC	Assessment Refund	(62.50)	
3304	5020 Investments Ltd	Office Lease Expense	(1,200.00)	
3305	ASE Security Solutions, LLC	Mobile Camera Program	(5,946.46)	
3306	Blank Rome LLP	Legal Fees	(12,208.52)	
3307	Bracewell & Giuliani LLP	Legal Fees - General Counsel	(1,558.12)	
3308	Comcast	Office Expenses	(87.51)	
3309	Cracked Fox	Graphic Design & Marketing Services	(2,500.00)	
3310	Dennis C. Beedon	Buisness Ambassador Program Services	(1,600.00)	
3311	Equi-Tax, Inc.	Tax Services	(1,374.34)	
3312	Greater East End Management District	Graffiti Abatement Services	(6,080.00)	
3313	Hawes Hill Calderon, LLP	Consulting & Admin Fee	(17,113.33)	
3314	Houston Business Journal	Legal Notices	(1,596.00)	
3315	Kudela & Weinheimer	District Identity Marker	(6,072.60)	
3316	Marie Helens Cortes-Matte	Business Ambassador Program Services	(1,658.00)	
3317	Mr. Dirt of Texas	Street Sweeping Expense	(6,216.00)	
3318	Municipal Accounts & Consulting, L.P.	Bookkeeping Fees	(1,451.49)	
3319	Perdue Brandon, Fielder, Collins & Mott	Delinquent Tax Coll	(515.74)	
3320	Primer Grey	Website Refurbishment	(1,410.00)	
3321	Shooter and Lindsey, Inc.	Landscape Maintenance	(1,053.00)	
3322	ASE Security Solutions, LLC	Mobile Camera Program	(5,630.00)	
3323	Lawrence & Associates	Economic Development	(1,000.00)	
Wire	United States Treasury	Monthly Payroll Taxes	(9,396.40)	
Total Disbursements				<u>(111,814.86)</u>
BALANCE AS OF 12/10/2012				\$14,650.46

TRADITION BANK - #XXXX9069

Montrose Management District

Account Balances

As of December 10, 2012

Financial Institution (Acct Number)	Issue Date	Maturity Date	Interest Rate	Account Balance	Notes
Fund: Operating					
Certificates of Deposit					
IBC BANK (XXXX6355)	07/14/2012	12/11/2012	0.35 %	50,000.00	West Zone
IBC BANK (XXXX6363)	07/14/2012	12/11/2012	0.35 %	50,000.00	East Zone
BANK OF HOUSTON (XXXX0753)	08/16/2012	01/13/2013	0.15 %	50,000.00	East Zone
BANK OF HOUSTON (XXXX0143)	09/15/2012	02/14/2013	0.25 %	50,000.00	East Zone
ALLEGIANCE BANK (XXXX8246)	10/15/2012	03/14/2013	0.30 %	50,000.00	East Zone
ALLEGIANCE BANK (XXXX8452)	10/15/2012	03/14/2013	0.30 %	50,000.00	West Zone
IBC BANK (XXXX6061)	11/15/2012	04/14/2013	0.30 %	50,000.00	East Zone
IBC BANK (XXXX6088)	11/15/2012	04/14/2013	0.30 %	50,000.00	West Zone
Money Market Funds					
COMPASS BANK-PREMIER (XXXX2019)	03/20/2012		0.20 %	161,565.36	(East Zone) Tax
COMPASS BANK-PREMIER (XXXX2086)	03/20/2012		0.20 %	124,573.83	(West Zone) Tax
Checking Account(s)					
TRADITION BANK (XXXX9069)			0.25 %	14,650.46	Checking Account
Totals for Operating Fund:				\$700,789.65	
Grand total for Montrose Management District:				\$700,789.65	

Montrose Management District
Summary of Pledged Securities

As of December 10, 2012

Financial Institution: ALLEGIANCE 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: BANK OF HOUSTON		
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: COMPASS BANK-PREMIER		
Total CDs, MM:	\$286,139.19	Collateral Security Required: Yes
Less FDIC coverage:	\$250,000.00	Collateral Security Agreement On File: Yes
Total pledged securities:	\$643,132.33	Investment Policy Received: Yes
Ratio of pledged securities to investments:	1,779.59 %	
Financial Institution: IBC 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: TRADITION BANK (Depository Bank)		
Total CDs, MM, and Checking Accounts:	\$14,650.46	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 2012

	Budget	\$ Over Budget	% of Budget	Jan - Nov 12	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
Sources of Funds								
14110 • Assessments	900.00	64.94	107.22%	360,119.86	360,075.00	44.86	100.01%	424,772.00
14112 • Assessment Refunds	(707.92)	746.92	(5.51%)	454.28	(7,788.08)	8,282.36	(5.83%)	(8,496.00)
14310 • Penalties & Interest	323.00	833.33	(510.33)	38.76%	7,830.14	9,166.67	85.42%	10,000.00
14370 • Interest Earned on Temp. Invest	71.72	20.83	50.89	344.11%	1,802.57	229.17	1,573.40	250.00
14380 • Interest	0.00	8.33	(8.33)	0.0%	27.55	91.67	(64.12)	100.0%
14390 • Ending FY 2011 Fund Balance	27,513.92	27,513.92	0.00	100.0%	302,653.08	302,653.08	0.00	330,167.00
Total Sources	28,912.58	28,568.49	344.09	101.2%	672,887.48	664,427.51	8,459.97	101.27%
Uses of Funds								
Business Development								
16124 • Marketing & Public Rel Director	966.40	966.40	(0.02)	100.0%	10,630.40	10,630.58	(0.18)	11,597.00
16125 • Marketing & Public Relations	2,854.73	5,583.75	(2,729.02)	51.13%	49,631.12	61,421.25	(11,790.13)	67,005.00
16131 • Web Site Development	0.00	1,390.58	(1,390.58)	0.0%	8,710.89	15,296.42	(6,505.53)	16,687.00
16135 • Economic Development Services	320.90	320.92	(0.02)	99.99%	3,564.36	3,530.08	34.28	3,851.00
16140 • Web Site Main./Host/I.T.	0.00	160.42	(160.42)	0.0%	320.92	1,764.58	(1,443.66)	1,925.00
16141 • GIS Services	193.38	427.83	(234.45)	45.2%	3,601.93	4,706.17	(1,104.24)	5,134.00
Total Business Development	4,335.41	8,849.92	(4,514.51)	48.99%	76,459.62	97,349.08	(20,889.46)	78.54%
Creation and Petition Services								
16525 • Dissolution Petitions	0.00	0.00	0.00	0.0%	13,140.97	12,836.00	304.97	102.38%
Total Creation and Petition Services	0.00	0.00	0.00	0.0%	13,140.97	12,836.00	304.97	102.38%
Mobility & Transportation								
17010 • Engineering Services	0.00	574.92	(574.92)	0.0%	0.00	6,324.08	(6,324.08)	0.0%
17020 • Bridge Lighting Maint	0.00	401.17	(401.17)	0.0%	0.00	4,412.83	(4,412.83)	0.0%
17030 • Mobility Projects	0.00	2,674.17	(2,674.17)	0.0%	13,255.24	29,415.83	(16,160.59)	45.06%
Total Mobility & Transportation	0.00	3,650.26	(3,650.26)	0.0%	13,255.24	40,152.74	(26,897.50)	33.01%
Project Staffing & Admin								
16150 • Admin & Management	673.90	673.92	(0.02)	100.0%	7,413.08	(7,413.08)	(0.18)	100.0%
16160 • Reimbursable Expenses	5.78	427.83	(422.05)	1.35%	834.38	4,706.17	(3,871.79)	8,087.00
16170 • Reimbursable Mileage	52.78	133.75	(80.97)	39.46%	1,721.28	1,471.25	250.03	5,134.00
16180 • Postage, Deliveries	11.84	34.75	(22.91)	34.07%	447.49	382.25	65.24	1,605.00
16190 • Printing & Reproduction	244.06	187.17	56.89	130.4%	2,497.39	2,058.83	438.56	117.07%
16200 • Public Notices, Advertising	0.00	213.92	(213.92)	0.0%	931.92	2,353.08	(1,421.16)	121.3%
16210 • Project Management	1,251.52	1,251.50	0.02	100.0%	13,766.72	13,766.50	0.22	39.6%
16215 • Director Of Services	2,157.00	2,157.00	0.00	100.0%	23,727.00	23,727.00	0.00	100.0%
16220 • Legal Services	0.00	641.83	(641.83)	0.0%	25,147.11	7,060.17	18,086.94	2,246.00
16250 • Bookkeeping	511.84	417.17	94.67	122.69%	5,781.96	4,588.83	1,193.13	7,702.00
16260 • Assess Data Mgmt & Billing Svcs	441.03	588.33	(147.30)	74.98%	5,884.48	6,471.67	(587.19)	5,006.00
16270 • Office Supplies	0.00	80.25	(80.25)	0.0%	52.65	882.75	(830.10)	7,060.00
								963.00

Montrose Management District
Revenue & Expenditures East Zone
November 2012

	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
	<u>Nov 12</u>			<u>Jan - Nov 12</u>			
16280 · Other	0.00	16.08	(16.08)	0.0%	126.44	176.92	(50.48)
16290 · Office Lease Space	385.08	417.17	(32.09)	92.31%	4,235.88	4,588.83	(352.95)
16291 · Office Equipment	28.08	66.83	(38.75)	42.02%	1,426.93	735.17	691.76
16340 · Auditing Fees	0.00	0.00	0.00	0.0%	3,401.57	3,530.00	(128.43)
16530 · Insurance & Surety Bond	0.00	0.00	0.00	0.0%	2,565.19	1,123.00	1,442.19
Total Project Staffing & Admin	5,762.91	7,307.50	(1,544.59)	78.86%	99,961.29	85,035.50	14,925.79
							117.55%
							92,343.00
Security and Public Safety							
15415 · Vehicle Maint. & Operations	0.00	267.42	(267.42)	0.0%	517.62	2,941.58	(2,423.96)
15420 · Contract Public Safety Services	10,376.29	9,359.67	1,016.62	110.86%	103,038.26	102,956.33	631.93
15425 · Mobile Camera Program	1,058.18	1,042.92	15.26	101.46%	11,296.42	11,472.68	(15.66)
15430 · Cell Phone	66.30	33.17	33.13	109.88%	752.19	364.83	387.36
15450 · Public Safety Insurance	0.00	80.25	(80.25)	0.0%	0.00	882.75	(882.75)
16100 · Store Front Equipment	0.00	64.17	(64.17)	0.0%	0.00	705.83	(705.83)
16101 · Public Safety Training	0.00	133.75	(133.75)	0.0%	0.00	1,471.25	(1,471.25)
16102 · Public Safety Equipment	0.00	267.42	(267.42)	0.0%	1,145.75	2,941.58	(1,795.83)
16110 · Graffiti Abatement	1,951.09	1,604.50	346.59	121.6%	20,358.07	17,649.50	2,708.57
16111 · Light Outage Survey	0.00	48.67	(48.67)	0.0%	0.00	535.33	(535.33)
16115 · Nuisance Abatement	0.00	451.25	(451.25)	0.0%	0.00	4,963.75	(4,963.75)
Total Security and Public Safety	13,451.86	13,353.19	98.67	100.74%	137,708.31	146,884.81	(9,176.50)
							93.75%
							160,238.00
Visual Improvements & Cultural							
16212 · Identification Design & Install	1,994.73	9,742.58	(7,747.85)	20.47%	6,661.28	107,168.42	(100,507.14)
16213 · Landscape Maintenance	1,053.00	1,250.00	(197.00)	84.24%	11,583.00	13,750.00	(2,167.00)
16216 · Holiday Design & Install	0.00	1,604.50	(1,604.50)	0.0%	11,954.60	17,649.50	(5,694.90)
Total Visual Improvements & Cultural	3,047.73	12,597.08	(9,549.35)	24.19%	30,198.88	138,567.92	(108,369.04)
							21.79%
Total Uses	26,597.91	45,757.95	(19,160.04)	58.13%	370,724.31	520,826.05	(150,101.74)
Planned Reserves	2,314.67	(17,189.46)	19,504.13	(13.47%)	302,163.17	143,601.46	158,561.71
							210.42%
							190,209.00

Montrose Management District
Revenue & Expenditures West Zone
November 2012

	Budget	\$ Over Budget	% of Budget	Jan - Nov 12	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
Sources of Funds								
14110-1 · Assessments.	745,18	700,00	45,18	106.43%	786,115.92	785,500.00	615.92	898,905.00
14112-1 · Assessment Refunds.	0,00	(1,498.17)	1,498.17	0.0%	512,66	(16,479.83)	16,992.49	(17,978.00)
14310-1 · Penalties & Interest.	228,12	1,250,00	(1,021.88)	18.25%	11,119.78	13,750.00	(2,630.22)	15,000.00
14370-1 · Interest Earned on Temp. Inves	71.72	26,67	45,05	268.92%	1,116.07	293.33	822.74	320.00
14380-1 · Interest.	0,00	0.83	(0.83)	0.0%	58.30	9.17	49.13	10.00
14390-1 · Ending FY 2011 Fund Balance	16,831.08	16,831.08	0.00	100.0%	185,141.92	185,141.92	0.00	201,973.00
Total Sources	17,876.10	17,310.41	565.69	103.27%	984,064.65	968,214.59	15,850.06	1,098,230.00
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	24,541.00
16125-1 · Marketing & Public Relation	4,255.27	11,816.25	(7,560.98)	36.01%	101,324.99	129,978.75	(28,653.76)	141,795.00
16131-1 · Web Site Development.	0,00	2,942.75	(2,942.75)	0.0%	18,434.01	32,370.25	(13,936.24)	35,313.00
16135-1 · Economic Development Service	679.10	679.08	0.02	100.0%	7,543.04	7,469.92	73.12	8,149.00
16140-1 · Web Site Main./Host/IT..	0,00	339.58	(339.58)	0.0%	679.08	3,735.42	(3,056.34)	4,075.00
16141-1 · GIS Services.	409.24	905.50	(496.26)	45.2%	7,622.37	9,960.50	(2,338.13)	10,866.00
Total Business Development	7,388.71	18,728.24	(11,339.53)	39.43%	158,029.59	206,010.76	(47,911.17)	224,739.00
Creation and Petition Services	0,00	0.00	0.00	0.0%	27,809.03	27,164.00	645.03	27,164.00
16525-1 · Dissolution Petitions.	0,00	0.00	0.00	0.0%	27,809.03	27,164.00	645.03	27,164.00
Total Creation and Petition Services	0,00	0.00	0.00	0.0%	27,809.03	27,164.00	645.03	27,164.00
Mobility & Transportation								
17010-1 · Engineering Services.	0,00	1,216.75	(1,216.75)	0.0%	0.00	13,384.25	(13,384.25)	0.0%
17020-1 · Bridge Lighting Maint.	0,00	848.83	(848.83)	0.0%	0.00	9,337.17	(9,337.17)	0.0%
17030-1 · Mobility Projects.	0,00	5,639.17	(5,639.17)	0.0%	28,052.04	62,250.83	(34,198.79)	45,086.00
Total Mobility & Transportation	0,00	7,724.75	(7,724.75)	0.0%	28,052.04	84,972.25	(56,920.21)	67,910.00
Project Staffing & Admin								92,697.00
16150-1 · Admin & Management	1,426.10	1,426.08	0.02	100.0%	15,687.10	15,686.92	0.18	17,113.00
16160-1 · Reimbursable Expenses.	12.22	905.50	(893.28)	1.35%	1,765.65	9,960.50	(8,194.85)	10,866.00
16170-1 · Reimbursable Mileage.	111.70	282.92	(171.22)	39.48%	3,642.46	3,112.08	530.38	3,395.00
16180-1 · Postage, Deliveries	25.05	73.58	(48.53)	34.03%	946.20	809.42	136.78	883.00
16190-1 · Printing & Reproduction	516.49	396.17	120.32	130.37%	5,282.79	4,357.83	924.96	4,754.00
16200-1 · Public Notices , Advertising	0,00	452.75	(452.75)	0.0%	1,081.40	4,980.25	(3,898.85)	5,433.00
16210-1 · Project Management	2,648.48	2,648.50	(0.02)	100.0%	29,133.28	29,133.50	(0.22)	31,782.00
16215-1 · Director Of Services	4,564.67	4,564.67	0.00	100.0%	50,211.37	50,211.33	0.04	54,776.00
16220-1 · Legal Services,	0,00	1,358.17	(1,358.17)	0.0%	53,216.46	14,039.83	38,276.63	356,21%
16250-1 · Bookkeeping,	1,083.16	882.83	200.33	122.69%	12,218.04	9,711.17	2,506.87	16,298.00
16260-1 · Assess Data Mgmt & Billing Svc	933.31	1,245.00	(311.69)	74.97%	12,403.82	13,695.00	(1,291.18)	10,594.00
16270-1 · Office Supplies.	0,00	169.75	(169.75)	0.0%	1,867.25	111.41	(1,755.84)	14,940.00
								2,397.00

Montrose Management District
Revenue & Expenditures West Zone
November 2012

	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Jan - Nov 12</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
Nov 12	33.92	(3.92)	0.0%	260.55	373.08	(112.53)	69.84%	-407.00
16280-1 · Other.	0.00							
16290-1 · Office Lease Space.	814.92	882.83	(6.91)	92.31%	8,964.12	9,711.17	92.31%	10,594.00
16291-1 · Office Equipment.	59.43	141.50	(82.07)	42.0%	3,019.74	1,556.50	1,463.24	194.01%
16340-1 · Auditing Fees.	0.00	0.00		0.0%	7,198.43	7,470.00	(271.57)	1,698.00
16530-1 · Insurance & Surety Bond.	0.00	0.00		0.0%	5,428.47	2,377.00	3,051.47	7,470.00
Total Project Staffing & Admin	12,195.53	15,464.17	(3,268.64)	78.86%	210,571.29	179,552.83	30,618.46	2,377.00
							117.02%	195,417.00
Security and Public Safety								
15415-1 · Vehicle Maint. & Operations.	0.00	565.92	(565.92)	0.0%	1,095.38	6,225.08	(5,129.70)	17.6%
15420-1 · Contract Public Safety Service	21,723.66	19,807.00	1,916.66	109.68%	218,511.16	217,877.00	634.16	100.29%
15425-1 · Mobile Camera Program.	2,239.32	2,207.08	32.24	101.46%	21,352.10	24,277.92	(2,925.82)	237,684.00
15430-1 · Cell Phone.	140.32	70.17	70.15	199.97%	1,591.82	771.83	819.99	26,485.00
15450-1 · Public Safety Insurance.	0.00	169.75	(169.75)	0.0%	0.00	1,867.25	(1,867.25)	842.00
16100-1 · Store Front Equipment.	0.00	135.83	(135.83)	0.0%	0.00	1,494.17	(1,494.17)	2,037.00
16101-1 · Public Safety Training.	0.00	282.92	(282.92)	0.0%	0.00	3,112.08	(3,112.08)	1,630.00
16102-1 · Public Safety Equipment.	0.00	565.92	(565.92)	0.0%	2,424.78	6,225.08	(3,800.30)	3,395.00
16110-1 · Graffiti Abatement.	4,128.91	3,395.50	733.41	121.6%	43,081.93	37,350.50	5,731.43	38,929%
16111-1 · Light Outage Survey.	0.00	103.00	(103.00)	0.0%	0.00	1,133.00	(1,133.00)	40,746.00
16115-1 · Nuisance Abatement.	0.00	955.00	(955.00)	0.0%	0.00	10,505.00	(10,505.00)	1,236.00
Total Security and Public Safety	28,232.21	28,258.09	(25.88)	99.91%	288,057.17	310,838.91	(22,781.74)	11,460.00
							92.67%	339,097.00
Visual Improvements & Cultural								
16212-1 · Identification Design & Install	4,221.27	20,617.42	(16,396.15)	20.47%	14,096.72	226,791.58	(212,694.86)	6.22%
16216-1 · Holiday Design & Install.	0.00	3,395.50	(3,395.50)	0.0%	25,295.40	37,550.50	(12,055.10)	247,409.00
Total Visual Improvements & Cultural	4,221.27	24,012.92	(19,791.65)	17.58%	39,392.12	264,142.08	(224,749.96)	40,746.00
							14.91%	288,155.00
Total Uses								
52,037.72	94,188.17	(42,150.45)		55.25%	751,981.24	1,073,080.83	(321,099.59)	70.08%
Planned Reserves	(54,161.62)	(76,877.76)	42,716.14	44.44%	232,083.41	(104,866.24)	336,949.65	(221,31%)
							(69,039.00)	

**Montrose Management District
Revenue & Expenditures Total Zone**
November 2012

Revenue & Expenditures Total Zone

Sources of Funds											
	Nov 12		Budget		Jan - Nov 12		YTD Budget		\$ Over Budget		% of Budget
											Annual Budget
14110-1 · Assessments.	745.18	700.00	45.18	106.45%	786,115.92	785,500.00	615.92	100.08%			898,905.00
14110 · Assessments	964.94	900.00	64.94	107.22%	360,119.86	360,075.00	44.86	100.01%			424,772.00
14112-1 · Assessment Refunds.	0.00	(1,498.17)	1,498.17	0.07%	512.66	(16,479.83)	16,992.49	(3.11%)			(17,978.00)
14112 · Assessment Refunds	39.00	(707.92)	746.92	(5.51%)	454.28	(7,788.08)	8,242.36	(5.83%)			(8,496.00)
14310-1 · Penalties & Interest.	228.12	1,250.00	(1,021.88)	18.25%	11,119.78	15,750.00	(2,630.22)	80.87%			15,000.00
14310 · Penalties & Interest	323.00	833.33	(510.33)	38.76%	7,830.14	9,166.67	(1,336.53)	85.42%			10,000.00
14370-1 · Interest Earned on Temp. Invest	71.72	26.67	45.05	268.92%	1,116.07	293.33	822.74	380.48%			320.00
14370 · Interest Earned on Temp. Invest	71.72	20.83	50.89	34.43%	1,802.57	229.17	1,573.40	786.57%			250.00
14380-1 · Interest.	0.00	0.83	(0.83)	0.0%	58.30	9.17	49.13	63.57%			10.00
14380 · Interest	0.00	8.33	(8.33)	0.0%	27.55	91.67	(64.12)	30.03%			100.00
14390-1 · Ending FY 2011 Fund Balance	16,831.08	0.00	100.0%		185,141.92	185,141.92	0.00	100.0%			201,973.00
14390 · Ending FY 2011 Fund Balance	27,513.92	0.00	100.0%		302,653.08	302,653.08	0.00	100.0%			330,167.00
Total Sources	46,788.68	45,878.90	909.78	101.98%	1,656,952.13	1,652,642.10	24,310.03	101.49%			1,855,023.00
Uses of Funds											
Business Development											
16242-1 · Marketing & Public Rel Dir	2,045.10	2,045.08	0.02	100.0%	22,495.10	22,495.92	0.18	100.0%			24,541.00
16242 · 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
16255-1 · Marketing & Public Relation	4,255.27	11,816.25	(7,580.98)	36.01%	101,324.99	129,978.75	(28,653.76)	77.96%			141,795.00
16255 · Marketing & Public Relations	2,854.73	5,583.75	(2,729.02)	51.13%	49,631.12	61,421.25	(11,790.13)	80.8%			67,005.00
16313-1 · Web Site Development.	0.00	2,942.75	(2,942.75)	0.0%	18,434.01	32,370.25	(13,936.24)	56.95%			35,313.00
16313 · Web Site Development	0.00	1,390.58	(1,390.58)	0.0%	8,710.89	15,296.42	(6,585.53)	56.95%			16,687.00
16355-1 · Economic Development Service	679.10	679.08	0.02	100.0%	7,543.04	7,469.92	73.12	100.98%			8,149.00
16355 · Economic Development Services	320.90	320.92	(0.02)	99.99%	3,564.36	3,530.08	34.28	100.97%			3,851.00
16410-1 · Web Site Main./Host/LT..	0.00	339.58	(339.58)	0.0%	679.08	3,735.42	(3,056.34)	18.18%			4,075.00
16410 · Web Site Main./Host/LT..	0.00	160.42	(160.42)	0.0%	320.92	1,764.58	(1,443.66)	18.19%			1,925.00
16414-1 · GIS Services.	409.24	905.50	(496.26)	45.2%	7,622.37	9,960.50	(2,358.13)	76.53%			10,866.00
16414 · GIS Services	193.38	427.83	(234.45)	45.2%	3,601.93	4,706.17	(1,104.24)	76.54%			5,134.00
Total Business Development	11,724.12	27,578.16	(1,854.04)	42.51%	294,559.21	303,359.84	(68,800.63)	77.32%			330,956.00
Creation and Petition Services											
16525-1 · Dissolution Petitions.	0.00	0.00	0.00	0.0%	27,809.03	27,164.00	645.03	102.58%			27,164.00
16525 · Dissolution Petitions	0.00	0.00	0.00	0.0%	13,140.97	12,836.00	304.97	102.38%			12,836.00
Total Creation and Petition Services	0.00	0.00	0.00	0.0%	40,950.00	40,000.00	950.00	102.38%			40,000.00
Mobility & Transportation											
17010-1 · Engineering Services.	0.00	1,216.75	(1,216.75)	0.0%	0.00	13,384.25	(13,384.25)	0.0%			14,601.00
17010 · Engineering Services	0.00	574.92	(574.92)	0.0%	0.00	6,324.08	(6,324.08)	0.0%			6,899.00
17020-1 · Bridge Lighting Maint.	0.00	848.83	(848.83)	0.0%	0.00	9,337.17	(9,337.17)	0.0%			10,186.00
17020 · Bridge Lighting Maint	0.00	401.17	(401.17)	0.0%	0.00	4,412.83	(4,412.83)	0.0%			4,814.00
17030-1 · Mobility Projects	0.00	5,659.17	(5,659.17)	0.0%	28,052.04	62,250.83	(34,198.79)	45.06%			67,910.00
17030 · Mobility Projects	0.00	2,674.17	(2,674.17)	0.0%	13,255.24	29,415.83	(16,160.59)	45.06%			32,080.00
Total Mobility & Transportation	0.00	11,375.01	(11,375.01)	0.0%	41,307.28	125,124.99	(83,817.71)	33.01%			136,500.00

Montrose Management District
Revenue & Expenditures Total Zone
November 2012

	<u>Budget</u>	<u>% Over Budget</u>	<u>Jan - Nov 12</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>% Over Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
16150-1 • Admin & Management	1,426.08	0.0%	100.0%	15,687.10	15,686.92	0.18	100.0%	100.0%	17,113.00
16150 • Admin & Management	673.90	673.92	(0.02)	7,412.90	7,413.08	(0.18)	100.0%	100.0%	8,087.00
16160-1 • Reimbursable Expenses,	12.22	905.50	(893.28)	1,35% (422.05)	1,765.65	9,960.50	(8194.85) (3871.79)	17.73% (3.87%)	10,866.00
16160 • Reimbursable Expenses	5.78	427.85	(422.05)	1,35% (171.22)	834.38	4,706.17	(3.871.79)	17.73% (3.87%)	5,134.00
16170-1 • Reimbursable Mileage.	111.70	282.92	(80.97)	39.48% (452.75)	3,642.46	3,112.08	530.38	117.04% (3.898.85)	3,595.00
16170 • Reimbursable Mileage	52.78	133.75	(48.53)	39.46% (213.92)	1,721.28	1,471.25	250.03	116.99% (3.898.85)	1,605.00
16180-1 • Postage, Deliveries	25.05	73.58	(22.91)	34.05% (213.92)	946.20	809.42	136.78	116.9% (1,421.16)	883.00
16180 • Postage, Deliveries	11.84	34.75	(22.91)	34.07% (120.32)	447.49	382.25	65.24	117.07% (9.22)	417.00
16190-1 • Printing & Reproduction	516.49	396.17	(641.83)	130.37% (0.02)	5,282.79	4,357.93	924.96	121.23% (4,754.00)	4,754.00
16190 • Printing & Reproduction	244.06	187.17	(452.75)	130.4% (213.92)	2,497.39	2,058.33	438.56	121.3% (3.898.85)	2,246.00
16200-1 • Public Notices, Advertising	0.00	452.75	(213.92)	0.0% (0.02)	1,081.40	4,980.25	(3.898.85)	21.71% (1,421.16)	5,453.00
16200 • Public Notices, Advertising	0.00	213.92	(213.92)	0.0% (0.02)	931.92	2,353.08	(1,421.16)	39.6% (9.22)	2,567.00
16210-1 • Project Management	2,648.48	2,648.50	(641.83)	100.0% (200.33)	29,133.28	29,133.50	29,133.50	100.0% (9.22)	31,782.00
16210 • Project Management	1,251.52	1,251.50	(641.83)	100.0% (200.33)	13,766.72	13,766.50	0.22	100.0% (9.22)	15,018.00
16215-1 • Director Of Services	4,564.67	4,564.67	(80.25)	100.0% (80.25)	50,211.37	50,211.33	0.04	100.0% (80.25)	54,776.00
16215 • Director Of Services	2,157.00	2,157.00	(80.25)	100.0% (311.69)	23,727.00	23,727.00	0.00	100.0% (1,291.18)	25,884.00
16220-1 • Legal Services.	0.00	1,358.17	(1,358.17)	0.0% (641.83)	53,216.46	14,939.83	38,276.63	16,298.00 (566.18%)	16,298.00
16220 • Legal Services	0.00	641.83	(641.83)	0.0% (200.33)	25,147.11	7,060.67	18,066.94	7,702.00 (566.18%)	7,702.00
16250-1 • Bookkeeping.	1,083.16	882.83	(169.75)	122.69% (80.25)	12,218.04	9,711.17	5,056.87	125.81% (1,755.84)	10,594.00
16250 • Bookkeeping	511.84	417.17	(94.67)	122.69% (80.25)	5,781.96	4,588.83	1,193.13	126.0% (830.10)	5,006.00
16260-1 • Assess Data Mgmt & Billing Svc	933.31	1,245.00	(311.69)	74.97% (147.30)	12,403.82	13,695.90	(1,291.18)	90.57% (112.53)	14,940.00
16260 • Assess Data Mgmt & Billing Svc	441.03	588.33	(67.91)	74.96% (169.75)	5,884.48	6,471.67	(567.19)	90.93% (50.48)	7,060.00
16270-1 • Office Supplies.	0.00	169.75	(169.75)	0.0% (80.25)	111.41	1,867.25	(1,755.84)	5.97% (830.10)	2,037.00
16270 • Office Supplies	0.00	80.25	(80.25)	0.0% (82.97)	52.65	882.75	(1,291.18)	5.96% (1,463.24)	963.00
16280-1 • Other.	0.00	33.92	(33.92)	0.0% (16.08)	260.55	373.08	(112.53)	69.84% (73.17)	407.00
16280 • Other	0.00	16.08	(16.08)	0.0% (67.91)	126.44	176.92	(50.48)	71.47% (747.05)	193.00
16290-1 • Office Lease Space.	814.92	882.83	(92.31%)	8,964.12	9,711.17	(747.05)	92.21% (352.95)	10,594.00	
16290 • Office Lease Space	345.08	417.17	(32.09)	92.31% (82.97)	4,235.38	4,588.83	(352.95)	92.21% (1,463.24)	5,006.00
16291-1 • Office Equipment.	59.43	141.50	(42.0%)	3,019.74	1,556.50	1,556.50	1,94.01% (1,463.24)	1,698.00	
16291 • Office Equipment	28.08	66.83	(39.75)	42.02% (1,426.93)	1,426.93	735.17	691.76	194.1% (747.05)	802.00
16340-1 • Auditing Fees,	0.00	0.00	(0.0%)	7,198.43	7,470.00	(271.57)	96.37% (352.00)	7,470.00	
16340 • Auditing Fees	0.00	0.00	(0.0%)	3,401.57	3,530.00	(128.43)	96.36% (3,051.47)	3,530.00	
16530-1 • Insurance & Surety Bond.	0.00	0.00	(0.0%)	5,428.47	2,377.00	3,228.47	2,377.00 (1,442.19)	2,377.00	
16530 • Insurance & Surety Bond	0.00	0.00	(0.0%)	2,565.19	1,123.90	2,228.47% (45,544.25)	2,228.47% (45,544.25)	1,123.00	
Total Project Staffing & Admin	17,958.44	22,771.67	(4,813.23)	78.86%	310,532.58	264,988.33	45,544.25	117.19%	287,760.00
Security and Public Safety									
15415-1 • Vehicle Maint. & Operations.	0.00	565.92	(565.92)	0.0%	1,095.38	6,225.08	(5,129.70)	17.6%	6,791.00
15415 • Vehicle Maint. & Operations	0.00	267.42	(267.42)	0.0%	517.62	2,941.58	(2,423.96)	17.6%	3,209.00
15420-1 • Contract Public Safety Service	21,723.66	19,807.00	1,916.66	109.68%	218,511.16	217,877.00	634.16	100.29%	237,684.00
15420 • Contract Public Safety Services	10,376.29	9,359.67	1,016.62	110.86%	103,638.26	102,956.33	681.93	100.66%	112,316.00
15425-1 • Mobile Camera Program.	2,239.32	2,207.98	32.24	101.46%	21,352.10	24,277.92	(2,925.82)	87.95%	26,485.00
15425 • Mobile Camera Program	1,058.18	1,042.92	15.26	101.46%	11,296.42	11,472.08	(175.66)	98.47%	12,515.00
15430-1 • Cell Phone.	140.32	70.17	70.15	199.97%	1,591.82	771.83	819.99	842.00	842.00
15430 • Cell Phone	66.30	33.17	33.13	199.88%	752.19	364.83	387.36	398.00	398.00
15450-1 • Public Safety Insurance.	0.00	169.75	(169.75)	0.0%	0.00	1,867.25	(1,867.25)	0.0%	2,037.00

Montrose Management District
Revenue & Expenditures Total Zone
November 2012

	Budget	\$ Over Budget	% of Budget	Jan - Nov 12	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
Nov 12	0.00	80.25	(80.25)	0.0%	0.00	882.75	(BB2.75)	963.00
15450 • Public Safety Insurance	0.00	135.83	(135.83)	0.0%	0.00	1,494.17	(1,494.17)	0.0%
16106-1 • Store Front Equipment	0.00	64.17	(64.17)	0.0%	0.00	705.33	(705.33)	1,630.00
16109 • Store Front Equipment	0.00	282.92	(282.92)	0.0%	0.00	3,112.08	(3,112.08)	770.00
16101-1 • Public Safety Training	0.00	133.75	(133.75)	0.0%	0.00	1,471.25	(1,471.25)	0.0%
16102-1 • Public Safety Training	0.00	565.92	(565.92)	0.0%	0.00	6,225.08	(3,890.50)	1,605.00
16102 • Public Safety Equipment	0.00	267.42	(267.42)	0.0%	0.00	2,941.58	(1,795.83)	6,791.00
16110-1 • Graffiti Abatement	4,128.91	3,395.50	(733.41)	121.6%	43,081.93	37,350.50	5,731.43	38.95%
16110 • Graffiti Abatement	1,951.00	1,604.50	346.59	121.6%	20,358.07	17,649.50	2,708.57	115.35%
16113-1 • Light Outage Survey	0.00	103.00	(103.00)	0.0%	0.00	1,133.00	(1,133.00)	1,236.00
16111 • Light Outage Survey	0.00	48.67	(48.67)	0.0%	0.00	535.33	(535.33)	584.00
16115-1 • Nuisance Abatement	0.00	955.00	(955.00)	0.0%	0.00	10,505.00	(10,505.00)	11,460.00
16115 • Nuisance Abatement	0.00	451.25	(451.25)	0.0%	0.00	4,963.75	(4,963.75)	5,415.00
Total Security and Public Safety	41,684.07	41,611.28	(72.79)	100.18%	425,765.48	457,723.72	(31,958.24)	93.02%
Visual Improvements & Cultural								499,335.00
16212-1 • Identification Design & Install	4,221.27	20,617.42	(16,396.15)	20.47%	14,096.72	226,791.58	(212,694.86)	6.22%
16212 • Identification Design & Install	1,994.73	9,742.58	(7,747.85)	20.47%	6,661.28	107,168.82	(100,507.14)	6.22%
16213 • Landscape Maintenance	1,053.00	1,250.00	(197.00)	84.24%	11,583.00	13,750.00	(2,167.00)	116,911.00
16216-1 • Holiday Design & Install.	0.00	3,395.50	(3,395.50)	0.0%	25,295.40	37,350.50	(12,055.10)	15,000.00
16216 • Holiday Design & Install	0.00	1,604.50	(1,604.50)	0.0%	11,954.60	17,649.50	(5,694.90)	40,746.00
Total Visual Improvements & Cultural	7,269.00	36,610.00	(23,341.00)	19.86%	69,591.00	402,710.00	(333,119.00)	19,254.00
Total Uses	78,635.63	139,946.12	(61,310.49)	56.19%	1,122,705.55	1,593,906.88	(471,201.33)	17.28%
Planned Reserves	(31,846.95)	(94,467.22)	67,226.27	33.86%	534,246.38	38,735.22	495,511.36	1,379,23%
								121,170.00

WALTER P MOORE

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

Invoice #: T03110685
Project : T031101000
Project Name : West Montrose Mobility Study

Invoice Group : "
Invoice Date : 6/24/2012

Attention: Josh Hawes

For Professional Services Rendered through: 6/24/2012

Contract No: 130110000

Professional Personnel	610.00
Total Salaries	610.00
Current Invoice	610.00
Max Fee:	120,000.00
Prior Billing:	129,535.00
Total Available:	2,485.00
Total This Invoice	610.00
Amount Due This Invoice	610.00

Suzanne Dixon

For questions regarding this invoice, please contact Angela Farley.
Telephone: 713-630-7300 Email: Afarley@waltersmoore.com

CK# 3286

PLEASE REMIT PAYMENT TO ADDRESS NOTED BELOW:
1301 MCKINNEY, SUITE 100 HOUSTON, TEXAS 77010 PHONE: 713.630.7300 FAX: 713.630.7306

Approved 6/15

WALTER P MOORE

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

Invoice #: T03110686
Project : T031200000
Project Name : Montrose Boulevard Improvements

Invoice Group : "
Invoice Date : 6/24/2012

Attention: Josh Hawes

For Professional Services Rendered through: 6/24/2012

Professional Personnel	2,080.00
Total Salaries	2,080.00
Current Invoice	2,080.00
Max Fee:	19,000.00
Prior Billing:	18,631.49
Total Available:	368.51
Amount Due This Invoice	368.51

J. Hawes

For questions regarding this invoice, please contact Angela Farley.
Telephone: 713-630-7300 Email: Afarley@waltersmoore.com

WALTER P MOORE

Project : T031101000 - West Montrose Mobility Study

Invoice #: T03110985

Phase : 9T03 -- Traffic Houston		Date	Hours	Rate	Amount
Rate Schedule/Labor	Class / Employee Name				
Graduate Engineer	Elizabeth A. Bryan	06/25/2012	1.00	100.00	100.00
		06/18/2012	1.50	150.00	150.00
		05/9/2012	1.00	100.00	100.00
			0.50		50.00
Senior Engineer	Lee Anne Dixon	05/12/2012	2.00	180.00	360.00

Total Phase : 9T03 -- Traffic Houston		Labor :	610.00
		Expense :	0.00

Total Project: T031101000 - West Montrose Mobility Study 610.00

For questions regarding this invoice, please contact Angela Farley.

Telephone: 713-630-7300 Email: Afarley@waltersmoore.com

PLEASE REMIT PAYMENT TO ADDRESS NOTED BELOW:

1301 MCKINNEY, SUITE 100 HOUSTON, TEXAS 77010 PHONE: 713.630.7300 FAX: 713.630.7306

Page 1



Officer Payroll Report

[Print to PDF](#)

Nov-12					
Nov-12	Aims, Brian	24:00	\$42.00	\$1,008.00	\$0.00
Nov-12	Arroyo, Juan	5:00	\$42.00	\$210.00	\$0.00
Nov-12	Arroyo, Mandy	20:00	\$42.00	\$840.00	\$0.00
Nov-12	Bass, Richard	24:00	\$42.00	\$1,008.00	\$0.00
Nov-12	Beserra, Victor	39:00	\$42.00	\$1,638.00	\$3,500.00
Nov-12	Blevins, Sean	24:00	\$42.00	\$1,008.00	\$0.00
Nov-12	Day, Aaron	91:00	\$42.00	\$3,822.00	\$0.00
Nov-12	Gonzales, Ricardo	15:00	\$42.00	\$630.00	\$0.00
Nov-12	Jaquaryia, Lee	65:30	\$42.00	\$2,751.00	\$0.00
Nov-12	Laureano, Leon	39:00	\$42.00	\$1,638.00	\$0.00
Nov-12	Mabasa, Joseph	117:00	\$42.00	\$4,914.00	\$0.00
Nov-12	Mountains, Keith	15:00	\$42.00	\$630.00	\$0.00
Nov-12	Oberhauser, John	60:00	\$42.00	\$2,520.00	\$0.00
Nov-12	Ramos, Adalberto	48:00	\$42.00	\$2,016.00	\$0.00
Nov-12	Thibodeaux, Todd	30:30	\$42.00	\$1,281.00	\$0.00
Nov-12	Wall, Chad	47:30	\$42.00	\$1,995.00	\$0.00
Period Total		16	\$27,909.00	\$1,500.00	\$31,409.00
Grand Total		16	\$27,909.00	\$3,500.00	\$31,409.00

CK# 3287 - 3302

PLEASE REMIT PAYMENT TO ADDRESS NOTED BELOW:
1301 MCKINNEY, SUITE 100 HOUSTON, TEXAS 77010 PHONE: 713.630.7300 FAX: 713.630.7306

Saturday, December 01, 2012

12/1/12
Page 1 of 1



www.equitaxinc.com 17111 Rolling Creek Drive, Suite 200, Houston, Texas 77090
 DATE: 11/20/2012 P.O. Box 73109, Houston, Texas 77273
 Customer Service: 281.444.3946 fax 281.440.8304
 4900 TRAVIS INVESTMENTS LLC LTS 1 & 2 BLK 4
 C/O J STEPHEN CRIM II SOUTH END VILLA
 4900 TRAVIS ST Houston, TX 77002-9748
 HOUSTON TX 4900 TRAVIS ST

MONTROSE MD WRST

ACCOUNT NUMBER: 94/033/194/000/0001 Date Processed: 11/20/2012
 TAX YEAR: 2011 RECEIPT NUMBER: 94000223
 REF No.: 0880567 DEPOSIT BATCH No.: RPI21120

NOTICE OF CHANGE IN TAX LIABILITY

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

The explanation of the change is:

- Decrease in Appraised Value Account Deleted
 Exemption(s) Added Rendition Penalty Waived
 Account was Prorated Other: cause 301-12077

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 \$62.50.

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

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

Very truly yours,

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

CK# 3303

Approved 11/20



Invoice Date 2/15/2012 Invoice # 301 INVOICE

Service Location:
 405 Hawthorne
 Houston, TX

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

PLEASE PAY THIS AMOUNT \$448.96
 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
 P.O. Box 750924
 Houston, Texas 77275-0924

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Terms	Due Date	Service Dates
Net 30	3/16/2012	3/1/2012-3/31/2012

Description Qty Unit Price Amount

Standard MSU (Monthly fee) PRORATED 23 11.71 315.33
 Wireless Remote Viewing Integration (Monthly Fee) PRORATED 23 5.81 133.63

FINAL BILL
 Thank you for your business.

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

Subtotal	\$448.96
Sales Tax (0.0%)	\$0.00
Payments/Credits	\$0.00
Balance Due	\$448.96

Billing Inquiries? Call 877-411-6625

CK# 3303

Thank you for your business!

Approved 12/15



SECURITY SOLUTIONS, LLC
 P.O. Box 750924
 Houston, Texas 77275-0924
 Phone: 877.411.MOBILE Fax: 713.944.6627

Invoice Date 2/15/2012 Invoice # 324 INVOICE

Service Location:

PLEASE PAY THIS AMOUNT \$575.00
 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
 P.O. Box 750924
 Houston, Texas 77275-0924

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Terms	Due Date	Service Dates
Net 30	3/16/2012	3/1/2012-3/31/2012

Description Qty Unit Price Amount

Standard MSU (Monthly fee) 1 425.00 425.00
 Standard Remote Viewing Integration (Monthly Fee) 1 150.00 150.00

Thank you for your business.

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.MOBILE Fax: 713.944.6627

Invoice Date 5/15/2012 Invoice # 451 INVOICE

Service Location:
 Walgreens - Montrose
 3310 Montrose
 Houston, TX 77006

PLEASE PAY THIS AMOUNT \$575.00
 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
 P.O. Box 750924
 Houston, Texas 77275-0924

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Terms	Due Date	Service Dates
Net 30	6/14/2012	6/1/2012-6/30/2012

Description Qty Unit Price Amount

Standard MSU (Monthly fee) 1 425.00 425.00
 Standard Remote Viewing Integration (Monthly Fee) 1 150.00 150.00

We now offer the option to pay online. To try it, click the Pay Online link.

Subtotal	\$575.00
Sales Tax (0.0%)	\$0.00
Payments/Credits	\$0.00
Balance Due	\$575.00

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-MOBI(6625) Fax: 713-944-6627

Invoice Date	Invoice #
11/15/2012	751

Service Location:

1637 Westheimer

Houston, TX 77006

INVOICE



SECURITY SOLUTIONS, LLC

P.O. Box 750924

Houston, Texas 77275-0924

Phone: 877-411-MOBI(6625) Fax: 713-944-6627

Invoice Date	Invoice #
11/15/2012	752

Service Location:

2050 Dunlavy

Houston, TX

INVOICE

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

PLEASE PAY THIS AMOUNT \$717.50
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
P.O. Box 750924
Houston, Texas 77275-0924

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Description	Quantity	Unit Price	Amount
Upgraded Mobile Standard Unit with 1 License Plate Camera and 3 Lights (Monthly Fee)	1	\$37.50	\$37.50
Wireless Remote Viewing Integration (Monthly Fee)	1	\$180.00	\$180.00

Pay online at:
<https://ipn.ipnut.com/bghwrrtn>

Subtotal	\$717.50
Sales Tax (0.0%)	\$0.00
Total	\$717.50
Payments/Credits	\$0.00
Balance Due	\$717.50

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-MOBI(6625) Fax: 713-944-6627

Invoice Date	Invoice #
11/15/2012	753

INVOICE

Service Location:

Autzone Montrose

2301 Montrose

Houston, TX

PLEASE PAY THIS AMOUNT \$575.00
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
P.O. Box 750924
Houston, Texas 77275-0924

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Description	Quantity	Unit Price	Amount
Standard MSU (Monthly fee)	1	425.00	425.00
Standard Remote Viewing Integration (Monthly Fee)	1	150.00	150.00

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

Subtotal	\$575.00
Sales Tax (0.0%)	\$0.00
Total	\$575.00
Payments/Credits	\$0.00
Balance Due	\$575.00

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-MOBI(6625) Fax: 713-944-6627

Invoice Date	Invoice #
11/15/2012	754

Service Location:

Walgreens - Montrose
3317 Montrose
Houston, TX 77006

INVOICE

Bill To:

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

PLEASE PAY THIS AMOUNT \$575.00
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
P.O. Box 750924
Houston, Texas 77275-0924

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Description	Quantity	Unit Price	Amount
Standard MSU (Monthly fee)	1	425.00	425.00
Standard Remote Viewing Integration (Monthly Fee)	1	150.00	150.00

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

Subtotal	\$575.00
Sales Tax (0.0%)	\$0.00
Total	\$575.00
Payments/Credits	\$0.00
Balance Due	\$575.00

Billing Inquiries? Call 877-411-6625

Thank you for your business!



Cracked Fox
23030 Cranberry Trail
Spring, TX 77373
Cell: 713.364.4012

Bill To:

Montrose Management District
Attn: Gretchen Larson
5020 Montrose Blvd., Suite 311
Houston, TX

Date	Invoice No.	Terms
11/28/12	329	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

Total \$2,500.00

CK# 3309

Approved
11/30

CK# 3310

Approved
11/30

Dennis C. Beedon
2100 Memorial Apt 616
Houston, Texas 77007

INVOICE

Montrose Management District
5020 Montrose
Suite 311
Houston, Texas 77007

Invoice # 003

Invoice Date 12/01/2012

Due Date 12/01/2012

Item	Description	Unit Price	Quantity	Amount
Service		1600.00	1.00	1,600.00
NOTES: Market Research Survey Information gathered via Survey format through day to day visit's to Montrose business Locations				
		Subtotal		1,600.00
		Total		1,600.00
		Amount Paid		0.00
		Balance Due		\$1,600.00

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

12/3/2012

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 #
12/1/2012	44728

DESCRIPTION	AMOUNT
Roll Management, Billing and Collections	1,374.34

Total \$1,374.34

CK# 3311

Approved
11/30

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

Invoice

Date	Invoice #
11/06/2012	9-52

Bill To	
David Hayes, Executive Director HED #6 (Montrose) P.O. Box 22161-2167 Houston, TX 77227	

Serviced	Description	Sites	Hours	Rate	Amount
11/1/2012	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement.	25	8	\$0.00	640.00
11/5/2012	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement.	26	8	\$0.00	640.00
11/8/2012	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement.	19	8	\$0.00	640.00
11/12/2012	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement.	23	8	\$0.00	640.00
11/15/2012	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement.	22	8	\$0.00	640.00
11/19/2012	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement.	33	8	\$0.00	640.00
11/20/2012	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement.	11	8	\$0.00	640.00
11/26/2012	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement.	21	8	\$0.00	640.00
11/29/2012	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement.	31	8	\$0.00	640.00
11/30/2012	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement.	19	4	\$0.00	320.00
	Total Number of Sites	222			
				Total	\$6,080.00

Please make all checks payable to Greater East End Management District.
www.greatereastend.org For more information or to pay your bill online contact Eva Quinor or Diana Hernandez at 713-928-9916. Thank you.

Approved 11/30

CK# 3312

9
nm
SAV

Q2
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 10, 2012, at 401 Brandt Street, 2nd Floor, Room 107, 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

- Determine quorum; call to order.
- Approve minutes of meeting held November 12, 2012.
- Receive public comments.
- Receive District's monthly Assessment Collection Reports and Billing and Assessment Summaries, Lawsuit and Arbitration Status Details, and Delinquent Assessment Reports.
- Receive and consider District's monthly financial report, including: pay invoices.
- Receive proposal from Mark M. Burton PLLC to prepare end-of-year financial reports.
- Receive proposal to engage McCall Gibson Swedlund & Barfoot PLLC for District's annual audit report.
- Receive Executive Director's Monthly Report on District initiatives.
- Consider FY 2013 District Budget.
- Receive Marketing and Business Relations committee report.
- Receive report from the Public Safety Committee.
- Receive report from the Mobility and Visual Improvements Committee
 - Consider request from Museum Area Municipal Association concerning Bell Park Restoration.
- 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 13 on the agenda.
- Announcements.
- Adjourn.



Bill Calderon Jr.
Executive Director

2012 DEC 5 AM 9:30
FILED
Montrose County Sheriff

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.

HOUSTON BUSINESS JOURNAL
Special Edition
Montrose

1233 West Loop South
Suite 1300
Houston TX 77002
713-688-8811

Invoice Number: 18976
Customer Number: A-145432

Advertising Invoice

Bracewell & Giuliani LLP
711 Louisiana Street, Suite 2300
Houston TX 77002-2770
USA

Advertising Customer: Bracewell & Giuliani LLP

Issue Date: 10/26/2012	Invoice Date: 10/29/2012	PO Number:
Sales Rep: Melissa Franklin	Terms: Net Due 30 Days	<i>Debbie Russell</i>
Line Item Description: Quantity: Price:		
1 Legal Notice - 2 x 4.75 Column Inch - Open Rate - Classified Dis 1 \$798.00		

East Montrose Area

Amount Due: \$798.00

REMIT TO:
Houston Business Journal
PO Box 844755
Dallas, TX 75284-4755

Please detach and return with payment. Any questions please contact
Cathrine Washington at 713-688-8811 or cwashington@bjjournals.com

Customer Number: A-145432
Invoice Number: 18976

Amount Due: \$798.00

HOUSTON BUSINESS JOURNAL
Montrose Special Edition

1233 West Loop South
Suite 1300
Houston TX 77002
713-688-8811

Bracewell & Giuliani LLP
711 Louisiana Street, Suite 2300
Houston TX 77002-2770
USA

Invoice Number: 18975
Customer Number: A-145432

Advertising Invoice

Advertising Customer: Bracewell & Giuliani LLP

Issue Date: 10/26/2012	Invoice Date: 10/29/2012	PO Number:
Sales Rep: Melissa Franklin	Terms: Net Due 30 Days	<i>Debbie Russell</i>
Line Item Description: Quantity: Price:		
1 Legal Notice - 2 x 4.75 Column Inch - Open Rate - Classified Dis 1 \$798.00		

West Montrose

CK #384

*Approved
11/15*

Amount Due: \$798.00

REMIT TO:
Houston Business Journal
PO Box 844755
Dallas, TX 75284-4755

Please detach and return with payment. Any questions please contact
Cathrine Washington at 713-688-8811 or cwashington@bjjournals.com

Customer Number: A-145432
Invoice Number: 18975

Amount Due: \$798.00



7155 Old Katy Road, Suite 270
Houston, Texas 77024
713-869-6987
713-869-0906 (fax)
www.kmwtx.com

Invoice #: 15405
Invoice Date: 11/8/2012
Billing Period: 10/1/2012 - 10/31/2012
Project #: MON-251
Project Name: Montrose District - District Identity Marker

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

*11.14.12
JH*

INVOICE

FEES

Phase	Contract Amount	% Complete	Prior Billings	This Invoice
Schematic Design	\$4,630.00	100%	\$4,630.00	\$0.00
Construction Documentation	\$14,353.00	70%	\$7,176.50	\$2,870.80
Construction Administration	\$4,167.00	0%	\$0.00	\$0.00
	\$23,150.00		\$11,806.50	\$2,870.60

REIMBURSABLE EXPENSES

Date	Vendor Name	Vendor Invoice #	Amount
10/30/2012	Employee Expense	The Home Dep	\$25.15
10/31/2012	Plot Stop		\$201.85

Total Amount Due This Invoice: \$3,097.60

Invoice #	Invoice Date	Fees	Expenses	Paid to Date	Balance Due
15313	10/4/2012	\$1,435.30	\$15.00	\$0.00	\$1,450.30

Total Past Due Amount: \$1,450.30

Total Current + Past Due Amount: \$4,547.90

WORK PERFORMED THIS PERIOD

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

- Attended committee meeting to review district marker
- Revised model of district marker
- Revised lighting options of district markers
- Assembled renderings of key intersections and maps to study best possible locations of markers
- Issued all utility file requests to private utilities

Thank You!

*Approved
11/30*



7100 Old Katy Road, Suite 270
Houston, Texas 77024
713.869.6997
713.869.0908 (fax)
www.kwtexas.com

Invoice #: 15479
Invoice Date: 11/7/2012
Billing Period: 10/1/2012 - 10/31/2012
Project #: MON-252
Project Name: Montrose District Esplanade Master Design

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

Municipal Accounts
& Consulting



NOV 20 2012

Rec 11/14/12

INVOICE

FEES

Phase	Contract Amount	% Complete	Prior Billings	This Invoice
Master Planning	\$3,500.00	100%	\$525.00	\$2,975.00
	\$3,500.00		\$525.00	\$2,975.00

Total Amount Due This Invoice: \$2,975.00

PAYMENTS OUTSTANDING

Invoice #	Invoice Date	Fees	Expenses	Paid to Date	Balance Due
15306	10/4/2012	\$525.00	\$0.00	\$0.00	\$525.00
		\$525.00	\$0.00	\$0.00	\$525.00

Total Past Due Amount: \$525.00

Total Current + Past Due Amount: \$3,500.00

OK to pay
JW
11/14/12

Thank You!

INVOICE

INVOICE # 003
DATE: 12/3/12

Mario Helena Cortés-Matte
P.O. Box 7981
Pasadena, Texas 77508
Phone: (832) 368-8218

Bill To : Montrose DisticLorg
Name: _____
Address: _____
City, State ZIP: _____
Phone: _____

For:
December-Business Ambassador Program Services

Mr Dirt of Texas (Houston)
3669 Eastex Freeway
Houston, TX 77026

Phone (713)473-2700 Fax (713)473-2701

INVOICE# 2BX00183
INV DATE 11/30/12
ACCOUNT# 229281
DUE DATE UPON RECEIPT

Please remit top portion with payment

MONROSE MGMT DISTRICT
P O BOX 22167
HOUSTON, TX 77227

AMOUNT YOU
ARE PAYING
Phone# _____

MONROSE
SERVICE ADDRESS: MONROSE (HOUSTON, TX) AMOUNT 6,216.00

DATE	LOCATION:	DESCRIPTION	AMOUNT
11/06/12	2BX00183	MONROSE SWEEPING-FLAT MAIN LANES	600.00
11/06/12	2BX00183	ORDER/TICKET #00009028 SWEEPING-FLAT SWEEP FLAT RATE	200.00
11/15/12	2BX00183	ADDITIONAL LANES: BIKE LANES,BIKE RT, W GRAY ST	1,200.00
11/15/12	2BX00183	ORDER/TICKET #00009034 SWEEPING-FLAT SWEEP FLAT RATE	500.00
11/26/12	2BX00183	MAIN LANES, CYCIDS OF DEBRIS ORDER/TICKET #00009123 SWEEPING-FLAT SWEEP FLAT RATE	200.00
11/26/12	2BX00183	ADDITIONAL LANES: BIKE LANES,BIKE RT, W GRAY ST	1,200.00
11/30/12	2BX00183	ORDER/TICKET #00009178 FUEL SUR-CHARGE FUEL SURCHARGE	616.00
11/30/12	2BX00183	1	

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

INV# 2BX00183 CURRENT 6,216.00 30 DAY 60 DAY 90 DAY DATE 11/30/12
ACCT# 229281 PAGE 1 OF 1

CK# 3316 APPROVED 11/30 PLEASE PAY THIS AMOUNT 6,216.00 APPROVED 11/30

Make all checks payable to Mario H. Cortés-Matte
If you have any questions concerning this invoice,
Contact: Marie Elena at
Phone: (832) 368-8218



MUNICIPAL ACCOUNTS
CONSULTING, L.P.

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

Invoice

Date	Invoice #
12/1/2012	7/89

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

INV0015304	IVC00015304
11/1/2012	
1	

Description	Amount
Montrose Bookkeeping	1,000.00
Correspond with Equi Tax	30.00
Correspond with Venoux on tax exempt status	15.00
2013 Budget	30.00
Preparation of annual audit schedules	60.00
Preparation of additional payables	120.00
Additional time for bond income	60.00
Delivery	21.53
Delivery	10.00
Delivery	11.69
Postage	0.90
Copies	34.60
Mileage	7.77
Total Reimbursable Expenses	106.49
<i>CK# 3318</i>	
<i>Approved 11/30</i>	
Total	\$1,451.49

Bill to:
Montrose Management District (HCID 6)
c/o Equi-Tax Inc.
P.O. Box 73109
Houston TX 77273

Professional Services rendered in the collection of delinquent taxes, penalties and interest.	\$515.74
October 2012	
	<i>CK# 3318</i>
	<i>Approved 11/30</i>
	\$515.74

200 River Pointe • Suite 240 • Conroe, Texas 77304 • Phone: 936.256.1644 • Fax: 936.256.1844
8854 N. Capital of Texas Highway, Suite 150 • Austin, Texas 78759 • 512.782.2400 • fax 512.795.9968
1300 Post Oak Blvd. • Suite 1600 • Houston, Texas 77056 • Phone: 713.623.4559 • Fax: 713.639.6859

PRIMERGREY

Invoice ID: 1421
Issue Date: 11/23/2012
Due Date: 11/30/2012
Subject: Monthly Web Maintenance, Content, and Email Retainer

From: Primer Grey, Inc.
1305 Sternitt St.
Houston, TX 77002

Invoice For: Montrose Management District

Type	Description	Quantity	Unit Price	Amount
Expense	Monthly Retainer	1.00	\$1,410.00	\$1,410.00
Amount Due:			\$1,410.00	

Shooter and Lindsey, Inc.

Invoice No.

8642

INVOICE

Customer

Name	Harris County Improvement District #6
Address	PO Box 22167
City	Houston
State	TX
ZIP	77227-2167
Re:	Montrose Boulevard Esplanades

Date	12/1/2012
Job. No.	1681-010
Rep	

Qty	Description	Unit Price	TOTAL
1	Landscape Maintenance for the Esplanades on Montrose Blvd, for the month of November 2012 per contract agreement. Thank you.	\$1,053.00	\$1,053.00

Payment Details
 Cash
 Check
 Credit Card

Sub Total	\$1,053.00
Shipping & Handling	\$0.00
Taxes	\$0.00
TOTAL	\$1,053.00

Office Use Only

CK# 3320

Page 1 of 1

Approved 11/30

We thank you for your business!

CK# 3321

Approved 11/30



SECURITY SOLUTIONS, LLC
P.O. Box 750924
Houston, Texas 77275-0924
Phone: 877-411-MOBI(6625) Fax: 713-944-6627

Invoice Date	Invoice #
7/6/2012	526

INVOICE

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

Service Location:
1637 Westheimer
Houston, TX 77006

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

\$65.00

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

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Terms		Due Date	Service Dates	
Net 30		8/5/2012	06/27/2012	
Description	Quantity	Unit Price	Amount	
Additional adjustments to cameras or views per customers request. **Fees may vary**	1	\$65.00	\$65.00	

Pay online at: <https://ipn.intuit.com/2ck3gstf>

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

Subtotal	\$65.00
Sales Tax (0.0%)	\$0.00
Total	\$65.00
Payments/Credits	\$0.00
Balance Due	\$65.00

Billing Inquiries? Call 877-411-6625

OK# 3322

Thank you for your business!

APR 2012
PLS

Invoice Date	Invoice #
7/6/2012	527

INVOICE

Service Location:
1637 Westheimer
Houston, TX 77006

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

PLEASE PAY
THIS AMOUNT

Make checks payable to: ASE Security Solutions, LLC

\$65.00

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

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Terms		Due Date	Service Dates	
Net 30		8/5/2012	07/03/2012	
Description	Quantity	Unit Price	Amount	
Additional adjustments to cameras or views per customers request. **Fees may vary**	1	\$65.00	\$65.00	

Pay online at: <https://ipn.intuit.com/pg3cxxwx>

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

Subtotal	\$65.00
Sales Tax (0.0%)	\$0.00
Total	\$65.00
Payments/Credits	\$0.00
Balance Due	\$65.00

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-MOBI(6625) Fax: 713-944-6627

Invoice Date	Invoice #
6/15/2012	500

INVOICE

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

Service Location:
1637 Westheimer
Houston, TX 77006

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

\$717.50

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

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Terms		Due Date	Service Dates	
Net 30		7/15/2012	7/1/2012-7/31/2012	
Description	Quantity	Unit Price	Amount	
Upgraded Mobile Standard Unit with License Plate Camera and 3 Lights (Monthly Fee)	1	\$37.50	\$37.50	
Wireless Remote Viewing Integration (Monthly Fee)	1	180.00	180.00	

Pay online at: <https://ipn.intuit.com/vhngp6j6>

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

Subtotal	\$717.50
Sales Tax (0.0%)	\$0.00
Total	\$717.50
Payments/Credits	\$0.00
Balance Due	\$717.50

Thank you for your business!

Invoice Date	Invoice #
7/15/2012	553

INVOICE

Service Location:
2050 Dunlavy
Houston, TX

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

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

\$680.00

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

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Terms		Due Date	Service Dates	
Net 30		8/14/2012	8/1/2012-8/31/2012	
Description	Quantity	Unit Price	Amount	
Standard MSU (Monthly Fee)	1	500.00	500.00	
Wireless Remote Viewing Integration (Monthly Fee)	1	180.00	180.00	

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

Subtotal	\$680.00
Sales Tax (0.0%)	\$0.00
Total	\$680.00
Payments/Credits	\$0.00
Balance Due	\$680.00

Thank you for your business!

Billing Inquiries? Call 877-411-6625



SECURITY SOLUTIONS, LLC

P.O. Box 750924

Houston, Texas 77275-0924

Phone: 877-411-MOBI(6625) Fax: 713-944-6627

Invoice Date	Invoice #
9/19/2012	656

INVOICE

Service Location:

Hollywood Store
7409-D Grant St.
Houston, TX 77006

Bill To:

HOD #6
Phyllis Oustine
P.O. Box 22167
Houston, TX 77227-2167PLEASE PAY THIS AMOUNT \$805.00
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

P.O. Box 750924

Houston, Texas 77275-0924

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Terms Due Date Service Dates			
Net 30	10/19/2012	08/28/2012-	
Description	Quantity	Unit Price	Amount

Sky Box Unit (Monthly Fee) EACH DO-EPA-G 18X20X8

Enclosure with A/AC - 2, Axis 221 CAMS w/ Enclosures -

MBR1200 w/ ANT - 5.8GHz Gate

4 EACH DO EPWx Remote CAM 5.8 GHz Wireless with

Convert 170 degrees Remote Cam Axis 241s Encoder. Wireless

Remote Viewing Included.

Pay online at: <https://ppn.intuit.com/8hm28v35>THERE WILL BE A \$15 CHARGE FOR ALL RETURNED CHECKS
\$25.00 FEE WILL BE ASSESSED ON ALL UNPAID BALANCES AFTER DUE DATE.

Subtotal	\$805.00
Sales Tax (0.0%)	\$0.00
Total	\$805.00
Payments/Credits	\$0.00
Balance Due	\$805.00

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-MOBI(6625) Fax: 713-944-6627

Invoice Date	Invoice #
10/15/2012	697

INVOICE

Service Location:

2050 Duxbury
Houston, TX

Bill To:

Montrose Management District
Phyllis Oustine
P.O. Box 22167
Houston, TX 77227-2167PLEASE PAY THIS AMOUNT \$580.00
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

P.O. Box 750924

Houston, Texas 77275-0924

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Terms Due Date Service Dates			
Net 30	11/14/2012	11/1/2012-11/30/2012	
Description	Quantity	Unit Price	Amount

Standard MSU (Monthly fee)

Wireless Remote Viewing Integration (Monthly Fee)

1	500.00	500.00
1	180.00	180.00

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

Subtotal	\$680.00
Sales Tax (0.0%)	\$0.00
Total	\$680.00
Payments/Credits	\$0.00
Balance Due	\$680.00

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-MOBI(6625) Fax: 713-944-6627

Invoice Date	Invoice #
10/15/2012	695

INVOICE

Service Location:

1627 Westheimer
Houston, TX 77006

Bill To:

Montrose Management District
Phyllis Oustine
P.O. Box 22167
Houston, TX 77227-2167PLEASE PAY THIS AMOUNT
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

P.O. Box 750924

Houston, Texas 77275-0924

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Terms	Due Date	Service Dates
Net 30	11/14/2012	11/1/2012-11/30/2012

Description	Quantity	Unit Price	Amount
Upgraded Mobile Standard Unit with License Plate Camera and 3 Lights (Monthly Fee)	1	537.50	537.50
Wireless Remote Viewing Integration (Monthly Fee)	1	180.00	180.00

Pay online at: <https://ppn.intuit.com/835s4kzj>THERE WILL BE A \$15 CHARGE FOR ALL RETURNED CHECKS
\$25.00 FEE WILL BE ASSESSED ON ALL UNPAID BALANCES AFTER DUE DATE.

Subtotal	\$717.50
Sales Tax (0.0%)	\$0.00
Total	\$717.50
Payments/Credits	\$0.00
Balance Due	\$717.50

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-MOBI(6625) Fax: 713-944-6627

Invoice Date	Invoice #
10/15/2012	697

INVOICE

Service Location:

2050 Duxbury
Houston, TX

Bill To:

Montrose Management District
Phyllis Oustine
P.O. Box 22167
Houston, TX 77227-2167PLEASE PAY THIS AMOUNT \$580.00
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

P.O. Box 750924

Houston, Texas 77275-0924

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Terms Due Date Service Dates			
Net 30	11/14/2012	11/1/2012-11/30/2012	

Standard MSU (Monthly fee)

Wireless Remote Viewing Integration (Monthly Fee)

1	500.00	500.00
1	180.00	180.00

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

Subtotal	\$680.00
Sales Tax (0.0%)	\$0.00
Total	\$680.00
Payments/Credits	\$0.00
Balance Due	\$680.00

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-MOBI(6625) Fax: 713-944-6627

Invoice Date	Invoice #
10/15/2012	697

INVOICE

Service Location:

2301 Montrose
Houston, TX

Bill To:

Montrose Management District
Phyllis Oustine
P.O. Box 22167
Houston, TX 77227-2167PLEASE PAY THIS AMOUNT
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

P.O. Box 750924

Houston, Texas 77275-0924

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Terms	Due Date	Service Dates
Net 30	11/14/2012	11/1/2012-11/30/2012

Description	Quantity	Unit Price	Amount
Standard MSU (Monthly fee)	1	425.00	425.00
Standard Remote Viewing Integration (Monthly Fee)	1	150.00	150.00

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

Subtotal	\$575.00
Sales Tax (0.0%)	\$0.00
Total	\$575.00
Payments/Credits	\$0.00
Balance Due	\$575.00

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-MOB(6625) Fax: 713-944-6627

Invoice Date	Invoice #
10/15/2012	698

INVOICE

Service Location:

Walgreens - Montrose
3117 Montrose
Houston, TX 77006

Bill To:

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

PLEASE PAY THIS AMOUNT \$575.00
Make check 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
P.O. Box 750924
Houston, Texas 77275-0924

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Terms		Due Date	Service Dates	
Net 30		11/14/2012	11/1/2012-11/30/2012	
Description	Quantity	Unit Price	Amount	
Standard MSL (Monthly fee)	1	425.00	425.00	
Standard Remote Viewing Integration (Monthly Fee)	1	150.00	150.00	

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

Subtotal	\$575.00
Sales Tax (0.0%)	\$0.00
Total	\$575.00
Payments/Credits	\$0.00
Balance Due	\$575.00

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-MOB(6625) Fax: 713-944-6627

Invoice Date	Invoice #
10/15/2012	742

INVOICE

Service Location:

Hollywood Superstore
2409 Grant St # D
Houston, TX 77006

HCID #6
Phyllis Quatfine
P.O. Box 22167
Houston, TX 77227-2167

PLEASE PAY THIS AMOUNT \$750.00
Make check 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
P.O. Box 750924
Houston, Texas 77275-0924

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Terms		Due Date	Service Dates	
Net 30		11/14/2012	11/1/2012-11/30/2012	
Description	Quantity	Unit Price	Amount	
Sky Cam System with four cameras (Monthly Fee)	1	600.00	600.00	
Wireless Remote Viewing Integration (Monthly Fee)	1	150.00	150.00	

Pay online at: <https://ipp.intuit.com/f78747sk>

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

Subtotal	\$750.00
Sales Tax (0.0%)	\$0.00
Total	\$750.00
Payments/Credits	\$0.00
Balance Due	\$750.00

Billing Inquiries? Call 877-411-6625

Thank you for your business!

LAWRENCE & ASSOCIATES
2225A POTOMAC DR.
HOUSTON, TEXAS 77057

December 4, 2012

Monrose Management District
P.O. Box 22167
Houston, TX 77227-2167

INVOICE

Description	Amount
Professional Fees:	
Services performed as Director of Economic Development for November, 2012.	\$1,000.00

Total amount due \$1,000.00

Thank you,

Ray C. Lawrence

ct# 3323

MP/12/12
12/6

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. Receive a proposal from Mark M. Burton PLLC to prepare end-of-year financial reports.

MONTROSE MANAGEMENT DISTRICT
CITY OF HOUSTON
HARRIS COUNTY, TEXAS

AGENDA MEMORANDUM

TO: Montrose Management District Board of Directors

FROM: Executive Director

SUBJECT: Agenda Item Materials

8. Receive the Executive Director's Monthly Report on District initiatives.

MONTROSE MANAGEMENT DISTRICT

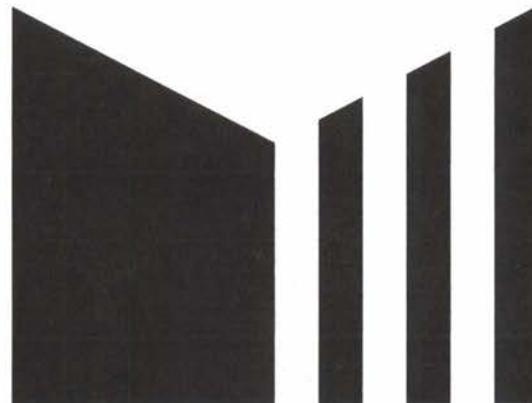
SERVICE PLAN

MONTHLY REPORT

NOVEMBER 12 – DECEMBER 10, 2012

COMMITTEE ACTIVITY

STAFF ACTIVITY



COMMITTEE ACTIVITY

Business and Economic Development Committee

The committee met on November 28.

Marketing and Business Relations Committee

This committee met on November 28 to discuss the proposed 2013 budget and project work plan. The anticipated meeting with Aimee Woodall of The Black Sheep Agency regarding development of a comprehensive communications strategy did not take place. Ms. Woodall had conflicts with finalizing a proposal and submitting on time in order to be considered by the committee. Staff is working with the Executive Director and Ms. Woodall to reschedule a meeting which is now anticipated to take place in January. The committee adopted the budget as submitted by staff.

Recycling and Event Planning Sub-Committees

The recycling committee met on December 4.

Mobility and Visual Improvements Committee

The Mobility and Visual Improvements Committee met on November 19th. The Committee received a request from the Museum Area Municipal Association concerning the Bell Park Restoration. The committee also received and update on ongoing District projects. The Committee reviewed and approved FY 2013 District Budget. The committee also approved supporting the request for funding the Bell Park restoration project, which agreement will be forthcoming. Funding will be contingent on 1)evidence of successful matching revenues for the project, and 2) evidence of a City agreement to fund costs for watering the park improvements.

Public Safety Committee

The Public Safety Committee meets on December 14th.

Finance Committee

The Finance Committee met on December 3rd and reviewed District invoices and the Delinquent Assessment Report. The committee recommended the approval of District invoices, and also ratified the budget approved by the various committees, with a recommendation that the budget be presented to the full board for approval.

STAFF ACTIVITY

NOVEMBER 12 – DECEMBER 10, 2012

**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. Receive a proposal to engage McCall Gibson Swedlund & Barfoot PLLC for the District's annual audit report.

Engagement Administration, Fees and Other (Continued)

We expect to present a draft of the audit report within 45 days of the availability of the District's accounting records. Chris Swedlund is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign the report. Our fees for these services will be at our standard hourly rates and include any other direct charges. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. An interim bill will be rendered for payment at the time of presentation of a draft audit for approval by the Board of Directors and is due upon presentation. The following is an estimate of our fees for the services included in this engagement letter.

- Audit of the District's financial statements as of and for the year ended December 31, 2012, to range between \$6,500 and \$7,500

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

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

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

Sincerely,

McCall Gibson Swedlund Barfoot PLLC

McCall Gibson Swedlund Barfoot PLLC
Certified Public Accountants

This letter correctly sets forth the understanding of Montrose Management District.

Signature

Title

Date



MARK M. BURTON, P.L.L.C.
Certified Public Accountants
HOUSTON • CONROE • DALLAS • AUSTIN

December 10, 2012

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

This letter is to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services we will provide.

We will perform the following services:

1. We will compile, from information you and your bookkeeper provide, the annual financial statements of Montrose Management District as of and for the year ended December 31, 2012.

The objective of a compilation is to assist you in presenting financial information in the form of financial statements. We will utilize information that is your representation without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with accounting principles generally accepted in the United States of America (GAAP).

You are responsible for

- a. the preparation and fair presentation of the financial statements in accordance with GAAP.
- b. designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.
- c. preventing and detecting fraud.
- d. identifying and ensuring that the entity complies with the laws and regulations applicable to its activities.
- e. making all financial records and related information available to us.

We are responsible for conducting the engagement in accordance with Statement on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants.

A compilation differs significantly from a review or an audit of financial statements. A compilation does not contemplate performing inquiry, analytical procedures, or other procedures performed in a review. Additionally, a compilation does not contemplate obtaining an understanding of the entity's internal control; assessing fraud risk; testing accounting records by obtaining sufficient appropriate audit evidence through inspection, observation, confirmation, or the examination of source documents (for example, cancelled checks or bank images); or other procedures ordinarily performed in an audit. Accordingly, we will not express an opinion or provide any assurance regarding the financial statements being compiled.

Our engagement cannot be relied upon to disclose errors, fraud, or illegal acts. However, we will inform the appropriate level of management of any material errors, and of any evidence or information that comes to our attention during the performance of our compilation procedures that fraud may have occurred. In addition, we will report to you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies or material weaknesses in your internal control as part of this engagement.

In the event of a dispute over our engagement, we mutually agree that any dispute that may arise in connection with our engagement will be submitted to mediation by selecting a third party to help us reach an agreement. We acknowledge that the results of this mediation will not be binding upon either of us. The costs of the mediation will be shared equally by both of us.

If we incur legal fees as a result of our reliance on any false representation by you, you agree to reimburse us for all of our legal fees and related costs of defense.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

MARK M. BURTON, P.L.L.C.

By _____
Mark M. Burton, President

Acknowledged:

MONTROSE MANAGEMENT DISTRICT

By _____

Title _____

Date _____

Staff worked throughout the month with the website designers on various changes and updates to the district website. Staff at Primer Grey (PG) is continuing to work with multi-family owners to train their staff on use of the new multi-family database.

Recycling Committee

The recycling committee discussed the 2013 mixer schedule and program outline. The final mixer for this year will be Thursday the 13th at Carter-Bradshaw. We are expecting the Mayor to be at this event. The committee also determined that they would like to do only two quarterly events at HEB for next year. They discussed the fact that they felt that the recycling that most businesses need were related to secure document shredding and electronics and therefore, doing them more than twice a year was probably too much. The reason for quarterly events was at the request of HEB so staff suggested that the district participate if HEB had educational and other topics they wanted to do and we'd support their efforts.

The event planning committee is still in a holding pattern until a path forward is determined by the marketing and business relations committee regarding district development of an events schedule.

Business Ambassador Program

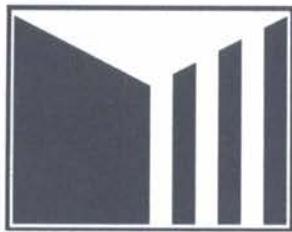
In November the ambassadors made **a103** visits to our business community for a year to date total of **148** visits. Detailed reports are available at the district offices and the ambassadors make regular reports at the Marketing and Business Relations committee meeting each month. The ambassadors have identified many new businesses and others that have closed or changed hands that are not on our original master list. All information gathered will be updated on the master list at the end of the year and be ready for review in January of 2013.

The business ambassador visits have been very well received by the businesses with only a few having expressed a negative response to the visits. A number of businesses reported public safety related issues which the Executive Director and Director of Services are addressing as needed. Overall, the ambassadors have reported that the businesses are interested in what the district is doing and especially like the marketing that the district is doing to help promote the area.

For our **BLOG/WEBSITE CONTENT:** We created 15 blog posts relevant to Montrose and the business community.

SOCIAL MEDIA

Created over 85 updates for Facebook page – responded to comments, likes, mentions. Total Facebook fan base now 167 up from 155 as of our last report.



MONTROSE MANAGEMENT DISTRICT

Cleanup Update

December 2012 meeting of the Board of Directors

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

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

1010 Stanford - Thank you for your request or comment. Your Tracking Number is: 101000851113.

4326 Jack - Thank you for your request or comment. Your Tracking Number is: 101000851119.

3618 W. Clay - Thank you for your request or comment. Your Tracking Number is: 101000851121.

308 Willard - Thank you for your request or comment. Your Tracking Number is: 101000851130.

3717 Newhouse - Thank you for your request or comment. Your Tracking Number is: 101000851127.

3805 Newhouse - , Thank you for your request or comment. Your Tracking Number is: 101000851129.

NEW CONSTRUCTION IN THE DISTRICT



Two side by side in the 300 block of W. Clay



Those four demolitions at 504-516 W. Bell, at this point, still vacant lots



Possible new construction at the corner of Stanford & Willard



A vacant lot where Ruggles used to be

ILLEGAL DUMP SITES

- An illegal dump site in the vacant lot at Colquitt and Driscoll has been reported by Staff to the 311 Help Line for abatement numerous times. This location is a repeat offender and appears to not have been picked up for many months. Staff has made an appeal to Council Member Ellen Cohen for help in getting the dump removed and the vacant lot regularly monitored for illegal activity. An appeal was also made by Staff to the owner of the lot to place a fence around it to keep it from being regularly trashed.



One of the BEFORE pictures



AFTER cleanup

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

Roy Hill

From: Mark Davis, President [president@mdbahouston.org]
Sent: Wednesday, November 14, 2012 9:41 AM
To: Roy Hill
Subject: Join the Museum District Business Alliance for two events

You're receiving this email because of your relationship with Museum District Business Alliance. Please [confirm](#) your continued interest in receiving email from us.

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Metro

Morris Architects

Tradition Bank

Two Upcoming Events

Fall Evening Reception on November 17th
Holiday Awards Luncheon on December 6th

Greetings!

Good morning! Hope your week is going well. MDBA is busy preparing for two exciting, upcoming events-- our Fall Reception on Monday, November 19th and our Annual Awards Luncheon at the Hotel Zaza on Thursday, December 6th. Take a moment now to mark your calendar and save these dates!

Fall Reception for Members and Guests

Join us for an evening of food, drinks and entertainment. You'll have an opportunity to renew your membership at the event and hear more about what we have planned for 2013.

Monday, November 19, 5:30 - 7 PM

1658 Norfolk at Dunlavy

Private Residence

Annual Awards Luncheon

Celebrate the season and express appreciation for local achievements, civic minded leaders and visionaries.

Thursday, December 6, 11:30AM - 1:30PM

5701 Main Street

Hotel Zaza

By pledging your support for a table sponsorship for the luncheon by **TOMORROW, Thursday, November 15** you receive recognition in our printed materials. Please [return this form](#) or reply to this email if you would like to sponsor a table for the luncheon.

We are looking forward to seeing you at these two festive events! As always, please be in touch if you have any questions.

Mark Davis

President

Museum District Business Alliance



NEXT GREAT NEIGHBORHOOD

Houston's Lower Westheimer

This funky, unabashedly Southern strip is pulsing with cocktails, craft beer, and a world of vibrant flavors

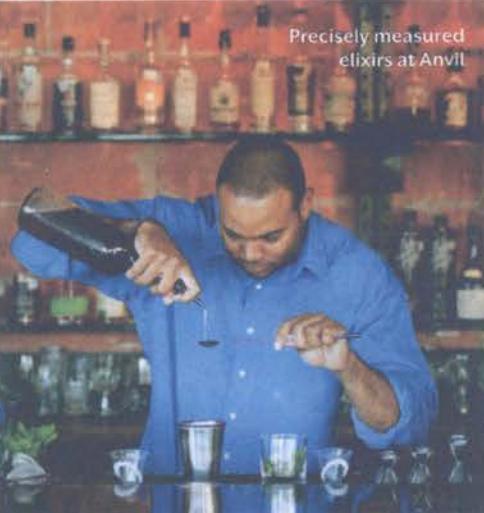
► **THE FORMERLY ROUGH-and-tumble** strip known as Lower Westheimer in the Montrose neighborhood of Houston used to be known more for tattoo parlors and flamboyant nightclubs than craft cocktails and haute cuisine. But thanks to a few committed chefs, the neighborhood has morphed into the hottest food zip code in town. "It's the heart of the city," says Chris Shepherd, chef at Underbelly, this year's most anticipated restaurant opening and a culinary valentine to the city's diversity. "There's no other place like it."



◀ **1. UNDERBELLY**
Chris' menu includes items such as Gulf seafood and the popular Korean-style dumplings and braised goat (at left). underbellyhouston.com

▶ **2. THE HAY MERCHANT**

Craft and rare brews are paired with amazing bar grub such as Pork Trotter Tots with Creole mustard. haymerchant.com



◀ **3. EL REAL
TEX-MEX**

Follow the vintage neon for bloody Marias, puffy shrimp tacos, and bacon enchiladas. elrealtexmex.com

▼ **5. ANVIL
BAR & REFUGE**

Sip bold drinks, such as Chatham Artillery Punch (bourbon, rum, Champagne), or classic juleps (below). anvilhouston.com



4. BRASIL

This cafe/gallery is the spot for macchiato and Eggs El Salvador (eggs over corn cakes with salsa, chorizo, and queso fresco). brasilcafe.net



6. UCHI

Expect signatures from Tyson Cole's Austin institution and specials such as *tomorokoshi* congee (a poached egg and dashi grits). uchirestaurants.com



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. Consider the FY 2013 District budget.

	Dec 11	Actual FY2011 Sources and Uses	Approved FY2011 Budget	Approved FY2011 Budget By Zone	Proposed FY2012 Budget By Zone	Proposed FY2012 Budget By Total	% Total	Proposed by	
								FY 2013 Budget	%
Sources of Funds									
14110-1 · Assessments.	92,146.78	944,078.78	865,825.88	898,905	882,45	882,45	68%	131,256.5	
14110 · Assessments	56,206.16	344,518.58	416,479.20	1,282,305.08	424,772	424,319	32%	32%	
14112-1 · Assessment Refunds.	0.38	9.57	(8,900.00)	(69,740.00)	(17,978)	(26,474)	0	18,272	27,000
14112 · Assessment Refunds	0.00	22,465.37	(60,840.00)		(8,495)	0	8,728		
14310-1 · Penalties & Interest.	186.51	20,258.11	10,000.00	20,000.00	15,000	25,000	25,000	25,000	
14310 · Penalties & Interest	171.82	10,510.49	10,000.00		10,000				
14370-1 · Interest Earned on Temp. Inv	129.27	312.65	500.00	750.00	320	570	406	600	
14370 · Interest Earned on Temp. Inv	999.13	999.13	250.00		250		194		
14380-1 · Interest.	0.00	9.60	170.00	255.00	10	110	100	100	
14380 · Interest	7.31	75.68	85.00		100				
14390-1 · Ending FY 2011 Fund Balance	0.00	0.00	333,338.73	301,973	532,140	121,170	*	121,170	
Total Sources of Funds	177,715.59	1,675,576.69	1,566,908.81	1,855,023	1,855,023	1,486,434		1,486,434	
Marketing									
16124-1 · Marketing & Public Rel M	1,012.82	11,141.02	12,153.79	18,000.00	24,541	36,138		24,541	
16124 · Marketing & Public Rel M	487.18	7,593.88	5,846.21		11,597		11,597		
16125-1 · Marketing & Public Relati	337.61	14,114.61	47,264.74	140,000.00	141,795	208,800		188,632	277,400
16125 · Marketing & Public Relation	162.39	6,789.39	92,755.26		67,005		88,768		
16131-1 · Web Site Development.	8,056.40	20,613.87	5,401.68	8,000.00	35,313	52,000	52,000	9,792	14,400
16131 · Web Site Development	3,854.53	10,165.71	2,598.32		16,687		4,608		
16140-1 · Web Site Main./Host/I.T.	168.80	1,856.80	4,051.26	6,000.00	4,075	6,000	4,080	6,000	
16140 · Web Site Main./Host/I.T.	81.20	1,143.20	1,948.74	172,000.00	1,925		1,920		
Total Marketing		73,418.00			302,938			333,938	
Business Development									
16135-1 · Economic Development Sv	675.21	7,427.31	8,102.53	12,000.00	8,149	12,000	12,000	25,840	
16135 · Economic Development Serv	324.79	3,572.69	3,897.47		3,851		3,851		
16141-1 · GIS Services	168.80	0.00	0.00	0.00	0.00	16,000	16,000	8,160	12,000
16141 · GIS Services	81.20	0.00	0.00		5,134		5,134		
Total Business Development	14,240.93	11,000.00	12,000.00	12,000.00	28,000	28,000	28,000	50,000	50,000
Creation and Petition Services									
16520-1 · Dissolution Petitions	0.00	0.00	0.00	0.00	0.00	27,164	40,000		
16520 · Dissolution Petitions	0.00	0.00	0.00			12,836			
16530 · Hawes Hill Calderon	0.00	66,251.14	66,300.00	66,300.00	0	0			
16530 · Vinson & Elkins	0.00	55,667.81	69,345.13	69,345.13	0	0			
16535 · Equi Tax	0.00	6,770.96	6,771.00	6,771.00	0	0			
Total HCID 11 Creation Costs	0.00	128,689.91	142,416.13	142,416.13	40,000	40,000	40,000		
Mobility & Transportation									
17001-1 · Transportation Inv. Contra	0.00	120,584.79	80,000.00	80,000.00	0	0	0	27,200	40,000
17001 · Transportation Inv. Contract	0.00	0.00	0.00		0		0	12,800	
17010-1 · Engineering Services	0.00	0.00	0.00	0.00	14,601	21,500	21,500	68,000	100,000
17010 · Engineering Services	0.00	0.00	0.00		6,899		6,899	32,000	
17020-1 · Bridge Lighting Maint.	0.00	0.00	0.00	0.00	10,186	15,000	15,000		
17020 · Bridge Lighting Maint.	0.00	0.00	0.00		4,814		4,814		
17030-1 · Mobility Projects	0.00	0.00	0.00	0.00	67,910	100,000	100,000	150,000	
17030 · Mobility Projects	0.00	0.00	0.00		52,090		52,090		

Total Mobility & Transportation	Actual FY2011			Approved FY2011			Proposed FY2012			Proposed by Zone for 2013		
	Sources and Uses		Budget	Budget By Total		Budget By Zone	Budget By Total		Budget By Zone	Budget By Total		Budget By Zone
	Dec 11	0.00	120,584.79	80,000.00	80,000.00	136,500	136,500	290,000	290,000	290,000	290,000	290,000

	Dec 11	Actual FY2011 Sources and Uses	Approved FY2011 Budget	Approved FY2011 Budget By Zone		Proposed FY2012 Budget By Zone for 2013		% Proposed by FY 2013 Budget
				Approved FY2011 Budget Total	Proposed FY2012 Budget By Zone Total	Proposed FY2012 Budget By Total	Proposed FY2013 Budget for 2013	
Project Staffing & Admin								
16150-1 · Admin & Management	1,417.94	15,597.34	17,015.31	25,200.00	17,113	25,200	16,977	25,000
16160-1 · Admin & Management	682.06	9,602.66	8,184.69	8,087	8,023	8,023	10,866	16,000
16160-1 · Reimbursable Expenses.	385.59	9,288.65	5,064.08	7,500.00	10,866	16,000	10,866	16,000
16160-1 · Reimbursable Expenses.	185.47	5,973.47	2,455.92	5,134	5,134	5,134	5,134	5,000
16170-1 · Reimbursable Mileage.	287.93	2,954.14	1,688.03	2,500.00	3,395	5,000	3,395	5,000
16170-1 · Reimbursable Mileage.	138.50	1,705.51	811.97	1,605	1,605	1,605	1,605	1,300
16180-1 · Postage, Deliveries	51.37	512.46	1,688.03	2,500.00	883	1,300	883	1,300
16180-1 · Postage, Deliveries	24.71	763.55	811.97	4,051.26	4,754	7,000	4,754	7,000
16190-1 · Printing & Reproduction	337.16	4,105.22	6,000.00	6,000.00	2,246	2,246	2,246	8,000
16190-1 · Printing & Reproduction	162.19	2,619.01	1,948.74	810.25	5,433	8,000	5,433	8,000
16200-1 · Public Notices, Advertising	0.00	3,115.05	1,200.00	1,200.00	2,567	2,567	2,567	46,800
16200-1 · Public Notices, Advertising	0.00	5,046.47	389.75	31,599.85	46,800.00	46,800	31,671	46,800
16210-1 · Project Management	2,633.32	28,966.52	15,200.15	15,200.15	15,018	15,018	15,129	80,660
16210-1 · Project Management	1,266.68	18,833.48	29,947.72	32,670.06	48,185.00	54,776	54,776	80,660
16215-1 · Services Management	2,722.52	4,930.38	2,370.96	15,714.94	21,492.08	25,884	25,884	24,000
16215-1 · Services Management	1,309.59	18,437.60	13,161.26	8,102.53	12,000.00	16,298	16,298	24,000
16220-1 · Legal Services.	8,542.36	44,708.90	3,897.47	3,897.47	7,702	7,702	7,702	15,600
16220-1 · Legal Services.	4,109.04	30,398.54	9,189.62	4,929.04	7,300.00	10,594	10,594	15,600
16250-1 · Bookkeeping.	962.17	4,930.38	2,370.96	13,161.26	14,940	22,000	14,940	22,000
16250-1 · Bookkeeping.	462.83	9,279.70	8,350.82	7,002.74	7,060	7,060	7,060	3,000
16260-1 · Assess Data Mgmt & Billing	927.97	446.37	0.00	2,430.76	3,600.00	3,037	3,037	3,000
16260-1 · Assess Data Mgmt & Billing	80.25	203.55	258.28	100.00	200.00	407	407	600
16270-1 · Office Supplies.	42.23	28.86	203.55	100.00	100.00	193	193	600
16270-1 · Office Supplies.	0.00	0.00	0.00	1,169.24	963	963	963	15,600
16280-1 · Other.	42.23	28.86	203.55	100.00	100.00	193	193	15,600
16280-1 · Other.	0.00	0.00	0.00	11,000.00	7,470	11,000	7,470	11,000
16290-1 · Office Lease Space.	810.25	5,428.68	9,790.55	14,500.00	10,594	15,600	10,594	15,600
16290-1 · Office Lease Space	389.75	2,611.32	4,709.45	5,401.68	5,006	5,006	5,006	2,500
16291-1 · Office Equipment.	59.09	752.62	8,000.00	2,598.32	1,698	2,500	1,698	2,500
16291-1 · Office Equipment	28.42	362.03	0.00	0.00	802	802	802	802
16340-1 · Auditing Fees	0.00	9,700.00	11,000.00	11,000.00	7,470	11,000	7,470	11,000
16340-1 · Auditing Fees	0.00	2,223.84	2,363.24	3,500.00	10,186	15,000	10,151	15,000
16530-1 · Insurance & Surety Bond.	0.00	(371.25)	1,136.76	4,814	4,849	4,849	4,849	38,400
Payroll Expenses	28,414.37	284,147.80	221,677.08	221,677.08	299,260	299,260	337,460	337,460
Total Project Staffing & Admin								

	Dec 11	Actual FY2011 Sources and Uses	Approved FY2011 Budget	Approved FY2011 Budget By Total	Proposed FY2012 Budget By Zone	Proposed FY2012 Budget By Total	Proposed by Zone for 2013 Budget	Proposed FY 2013 Budget
Security and Public Safety								
15415-1 · Vehicle Maint. & Operatio	478.29	4,854.33	2,700.84	4,000.00	6,791	10,000	6,800	10,000
15415 · Vehicle Maint. & Operations	230.07	3,046.61	1,299.16		3,209		3,200	
15420-1 · Contract Public Safety Serv	25,454.09	144,179.18	120,000.00	220,000.00	237,684	350,000	251,600	370,000
15420 · Contract Public Safety Servic	11,998.37	117,302.26	100,000.00		112,316		118,400	
15425-1 · Mobile Camera Program.	1,063.46	7,120.14	18,000.00	36,000.00	26,485	39,000	26,485	39,000
15425 · Mobile Camera Program	511.54	\$299.86	18,000.00		12,515		12,515	
15430-1 · Cell Phone.	0.00	0.00	837.26	1,240.00	842	1,240	1,224	1,800
15430 · Cell Phone	0.00	85.36	402.74		398		576	
15450-1 · Public Safety Insurance.	0.00	0.00	2,700.84	4,000.00	2,037	3,000		
15450 · Public Safety Insurance	245.54	722.98	1,299.16		963			
16100-1 · Store Front Equipment.	0.00	0.00	1,012.82	1,500.00	1,630	2,400	668	1,000
16100 · Store Front Equipment	0.00	0.00	487.18		770		332	
16101-1 · Public Safety Training.	0.00	0.00	6,752.11	10,000.00	3,395	5,000		0
16101 · Public Safety Training	0.00	0.00	3,247.89		1,605			
16102-1 · Public Safety Equipment.	0.00	0.00	6,752.11	10,000.00	6,791	10,000	3,400	5,000
16102 · Public Safety Equipment	0.00	0.00	3,247.89		3,209		1,600	
16103-1 · Vehicle and Equipment.	0.00	24,948.23	40,000.00	40,000.00	0	0	0	0
16110-1 · Graffiti Abatement.	3,457.08	32,194.04	40,000.00	75,000.00	40,746	60,000	40,800	60,000
16110 · Graffiti Abatement	1,662.92	26,365.96	35,000.00		19,254		19,200	
16115-1 · Nuisance Abatement.	3,457.08	0.00	0.00	0.00	11,460	16,875	34,000	50,000
16115 · Nuisance Abatement	1,662.92	0.00	0.00		5,415		16,000	
16111-1 · Light Outage Survey.	0.00	0.00	1,228.88	1,820.00	1,820	1,820	0	
16111 · Light Outage Survey	0.00	0.00	591.12		584			
Total Security and Public Safety	50,221.36	370,118.95	403,560.00	403,560.00	499,335	499,335	536,800	
Visual Improvements & Cultural								
16212-1 · Identification Design & In	711.00	20,551.93	25,000.00	125,000.00	247,409	364,320	247,738	364,320
16212 · Identification Design & Inst	342.00	11,991.81	100,000.00		116,911		116,582	
16213 · Landscape Maintenance		0.00	0.00		15,000		15,000	
16216-1 · Holiday Design & Install	342.00	0.00	0.00	0.00	40,746	60,000	40,800	60,000
16216 · Holiday Design & Install		32,443.74	125,000.00		19,254		19,200	
Total Visual Improvements & Culture	1,395.00				439,320		439,320	
Total Uses of Funds	94,271.66	947,085.19	984,653.21	T,442,415	T,442,415	1,387,518	1,987,518	
Revenue Shortfall						(501,084)	(501,084)	
Investment revenues							914,204	
Planned Reserves	83,443.93	729,491.50	582,255.60	532,255.60	412,608	412,608	413,120	
Balance of invested								

* 2012 Assessments collected before December 31 are backed out.

**MONROSE 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 the Marketing and Business Relations Committee report.



MEMORANDUM

TO: Montrose District Board of Directors
FROM: District Executive Director
DATE: December 10, 2012
SUBJECT: Marketing and Business Relations Committee Meeting Minutes

The Business and Economic Development and Visual Improvement Committees met on Wednesday, December 28 at 4:00 p.m. at Tradition Bank, 5020 Montrose Blvd., Suite 311, Houston TX 77006.

Montrose District Board & Committee Members present were: Claude Wynn and Lane Llewellyn.

Staff members present: Gretchen Larson and Business Ambassadors Marie Cortes and Dennis Beedon. Guests present: None.

THE COMMITTEE CONSIDERED THE FOLLOWING:

1. Receive reports and consider recommendations from the Committee related to:

a. *Proposed FY 2013 Marketing and Business Relations Budget and Project Work Plan.*

Staff presented the proposed budget and project work plan to the committee stating that it was the same project work plan that they had received the previous month for review. Staff stated that the budget numbers had been adjusted in a few categories based upon input from the Executive Director after the last finance committee meeting but that overall the budget was still in line with what had previously been reviewed. The committee asked questions regarding the proposed work plan and updated the committee as to the various projects which were completed or started in 2012. Upon conclusion of the discussion the committee stated that they would recommend that the proposed budget be forwarded for inclusion in the overall proposed 2013 budget.

b. *Receive updates on monthly recycling mixers and quarterly recycling event.*

Staff stated that the committee was meeting on December 4 and that the monthly recycling mixers calendar was completely filled with the exception of December for 2013. Staff reminded the committee that the final mixer for 2012 would be held on December 13 at Carter-Bradshaw and that the Mayor was expected to attend. Staff noted that would advise as to the committee discussions regarding the proposed quarterly recycling event after the meeting.

c. *Receive updates on the business ambassador program.*

The ambassadors updated the committee noting that they had made 103 visits in November and a total of 148 visits to date. Staff stated that detailed reports are available at the district offices and the ambassadors would be making regular reports at the committee meeting each month. The ambassadors noted that they have identified many new businesses and others that have closed or changed hands that are not on our original master list. Staff stated that all information gathered will be used to update the master list at the end of the year and be ready for review in January of 2013.

The business ambassador stated that the visits have been very well received by the businesses with only a few having expressed a negative response to the visits. A number of businesses reported public safety related issues which staff directed to the Executive Director and Director of Services. Overall, the ambassadors reported that the businesses are interested in what the district is doing and especially like the marketing that the district is doing to help promote the area.

Memorandum

TO: Montrose Management District Board of Directors
FROM: District Executive Director
DATE: November 28, 2012
SUBJECT: Business & Economic Development Committee Meeting

The Business & Economic Development Committee of the Montrose Management District held its monthly meeting on November 28, 2012 in the second floor conference room of Tradition Bank, 5020 Montrose Blvd., Houston, TX 77006. The meeting was called to order by committee chairman Claude Wynn at 12:15 PM.

Committee members attending were Claude Wynn, Lane Llewellyn, Dana Thorpe, Ryan Haley and Jason Ezer. Staff in attendance were executive director Bill Calderon, Ray Lawrence and Josh Hawes.

Hanover West Gray Project

Ray Lawrence reported on his meeting with David Ott, Hanover Company, to obtain information on the firm's 275 unit Hanover West Gray luxury apartment project under construction at West Gray and Waugh. The article on the project that will appear in the next District newsletter is attached.

Multi-Step Economic Development Action Plan

The committee continued its discussion of the economic development action plan for 2013 (outline attached). The first four steps had been discussed at the October meeting. This meeting, therefore, focused on Steps 5 – 8 with Step 9 understood to be a summary report covering the information gathered and conclusions reached over the first eight steps. To provide continuity, Ray Lawrence prefaced the discussion by reviewing the committee's agreed to conclusions at the October meeting pertaining to the first four steps. Comments on the next four steps were as follows:

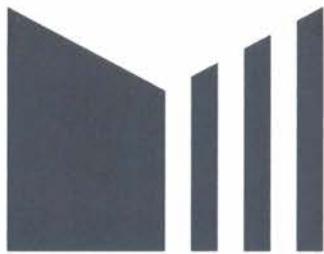
4. Bill Calderon stated that discussions regarding possible incentives had already been started with the COH, particularly Andy Icken. It appears that 380 agreements are the most promising type of incentive that could become reality. He felt that there could be fairly wide latitude on the types of projects from a land use standpoint that could be considered. However, COH staff would most assuredly look at any proposals very closely. That it was essential that any 380 type project produce a net benefit to the COH over the life of the project. Of course, the primary benefit will always be to increase the tax base.
5. With respect to finding developers that could be interested in possible projects involving properties that the committee believes to be suitable for development or redevelopment, it was apparent that all committee members had good contacts to developers in the Houston area. The committee agreed that developer contacts did not need to be limited to Houston developers.
6. Regarding needed infrastructure projects, including those associated with any future development or redevelopment projects, it was agreed that the MMD would have to get in the queue for the next five year CIP program starting in 2017. And, given the COH's financial constraints, that projects will in all likelihood be chosen on what can yield "the most bang for the buck". Intersection improvements for example will likely be chosen on the basis of traffic counts. In advocating specific projects, Bill Calderon emphasized that it was important to substantiate need, for example by producing photographs of high water when flooding occurs.

Bill stated that it was important for the Mobility and Transportation Committee to work with the B&ED Committee in advocating future infrastructure projects. The study already completed by Walter P. Moore, with a next phase just approved by the board, should put the District in a good position. Moreover, the Parking Study will tie in. Claude Wynn pointed out that it was also important to stay in contact with METRO regarding its plans. That the planning study being undertaken by Kristof Spieler was nearing completion. In addition, the Inner Loop infrastructure study contracted to Kiniley Horn is expected to be completed soon.

7. The Mobility and Transportation Committee will assign priorities to all infrastructure projects to be advocated by the BOMD.
8. As contacts with COH Public Works continue, an attempt will be made to assess the likelihood and timing of CIP projects through 2021. Additional infrastructure projects secured through 380 agreements with developers will need to be on an ad hoc basis.

Adjournment

The meeting was adjourned at 1:30 PM. There will be no meeting in December. The next meeting of the committee is scheduled for Wednesday, January 23, 2013.



Marketing and Business Relations Proposed 2013 Budget and Project Work Plan

In 2012 the Marketing and Business Relations committee made significant strides in communicating the District services to the assessment payers, strategic partners and the community at-large. The proposed 2013 budget includes funds for all of the projects:

- Quarterly Newsletters and Public Safety brochures.
- Monthly Postcard Campaign.
- District Website with blogs on businesses, Facebook and Twitter.
- Press Releases and Media Visits.
- Sponsorship of Community Events.
- District Services Videos.
- Monthly Recycling Mixers.
- Quarterly Recycling Events.
- Presentations at community meetings, events, grand openings and other venues.
- Business Ambassador Program.

This project plan and proposed budget also includes possibly adding the services of a professional Marketing and Communications Strategist (MCS) to assist in developing a communication strategy that will maximize our outreach to the community.

Objectives

Become a business, community and visitor resource center for all things Montrose.

Utilize all medias available within budgetary constraints to reach a wide an audience as possible to promote shopping, dining and services in the business community.

Inform the business community and the public on the current and future programs and plans of the District. Plans and programs which are intended to continue to enhance and improve the business climate and the quality of life in the District.

Reinforce our logo and brand.

Advertise the progress of the District and sell the area to the public at large by focusing on our strategic location, excellent secondary and higher education opportunities and business and community diversity.

Target audience

Business and Community Property Owners.

Business owners, developers and real estate professionals.

Business and Community Leaders (Strategic Partners).

Elected Officials.

Community Members and Visitors (Consumers).

Strategy

The District will take a comprehensive approach to utilizing the various media within budgeted constraints each year. The campaigns designed will support each service plan area as needed and recommended and requested by each committee.

During the budget planning process each year, the committee will review various campaigns undertaken. Staff or the MCS will make recommendations to the committee(s) for review and adjusting of the project work plan as may be needed.

Measurement

Staff or the MCS will develop and recommended measurement strategies for campaigns. Upon the conclusion of each campaign, the staff or the MCS will evaluate and report the results and recommend modifications to the plan to the Marketing and Business Relations Committee.

2013 Budget

See attached.

2013 Montrose

Marketing and Business Relations Budget

	Jan-March	April-June	July-Sept	Oct-Dec	Total
Marketing Communications Strategist Mo. Retainer*	\$18,000	\$18,000	\$18,000	\$18,000	\$72,000
Business Ambassador Program	\$9,600	\$9,600	\$9,600	\$9,600	\$38,400
Website Comm/Database Maintenance	\$4,200	\$4,200	\$4,200	\$4,200	\$16,800
Social Media Services**	\$0	\$0	\$0	\$0	\$0
Q NL to Property and Bus. Owners, plus extras	\$8,500	\$8,500	\$8,500	\$8,500	\$34,000
Add'l Printing Services, PS Brochures, Postcards, Other	\$6,000	\$6,000	\$6,000	\$6,000	\$24,000
Graphic Design Services	\$7,500	\$7,500	\$7,500	\$7,500	\$30,000
Photography/Video Services	\$7,500	\$7,500	\$7,500	\$7,500	\$30,000
Publications, Misc. Print Media					
Marketing and Promotional Items					
Recycling Events, Monthly and Quarterly	\$1,500	\$1,500	\$1,500	\$1,500	\$6,000
Sponsorship of Community Events					
Other Business Related Events	\$1,500	\$1,500	\$1,500	\$1,500	\$6,000
Total	\$64,300	\$64,300	\$64,300	\$69,300	\$262,200

*Proposal not available as of 11-27-12

**Should be reflected in communication proposal

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 a report from the Public Safety Committee.

Montrose Management District

Security Committee Meeting

November 9, 2012

The Montrose Management District Public Safety and Security Committee held a meeting on Friday, November 9th, 2012, at 8:00 AM at Theos Restaurant, 812 Westheimer Road Houston, TX 77006.

Montrose Management District Board members present were Claude Wynn and Randall Ellis. Committee Members present were Bill Strothers and Martin Dear. Staff members present were Bill Calderon, Josh Hawes and Victor Beserra.

The Committee was called to order at 8:00 AM.

1. The committee received the District Activity Report for the month of October.

Actions to be taken:

- No action to be taken.

2. Discuss PIP report for the month of October.

Actions to be taken:

- No action to be taken.

3. Discuss and Review FY 2013 Public Safety Budget.

Actions to be taken:

- Committee recommends approval of FY 2013 Public Safety Budget.

4. Discuss mobile security cameras.

Actions to be taken:

- Move the 1637 Westheimer Camera to Chelsea Market

5. Discuss Public Safety Issues in the District.

Actions to be taken:

- During Montrose Crawl next year participating bars will need to provide two officers. Possibility of Houston Mobility Response Team for traffic control. The committee also recommends no longer providing any public safety support for the Montrose Crawl.

Adjourn 10:15AM



Shift Period: Nov-12

Total Hours Worked: 664:30

Total Miles Driven 1,900

Crime Arrest Activity

Felony Arrests:	9
Misdemeanor Arrests:	68
Charges Filed:	13
Suspects in Jail:	80

Warrants

Felony Warrants:	8
Misdemeanor Warrants:	0
City Warrants:	88
SETCIC Warrants:	13

Field Activity

Parking Tickets:	0
Citations:	4
BMV Report Cards:	350
Crime Prevention:	463

Patrol Activity

Calls for Service:	265
CIT Calls:	0
Incident Reports:	21
Accident Reports	0
Locations Checked:	899

Summary of Charges Filed

Charge	# Charges Filed
Assault	1
City Warrants	20
Consumption of Alcohol on an Unlicensed Premise.	1
Criminal Trespass	2
Disorderly Conduct	1
Evading Arrest	2
Felony Tampering	1
Felony Theft	2
Felony Warrant	3
Littering	2
Loitering with the Intent to Comitt Prostitution	9
Parole Violation	5
Possession of a Controlled Substance	4
Possession of Drug Paraphernalia	1
Possession of Marijuana	2
Public Intoxication	14
Public Lewdness	2
Setcic Warrant	4
soliciting Funds in Roadway	1
Urinating in Public	2
Walking in the Roadway Where Sidewalks are Provided	1
Total	80

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

12. Receive a report from the Mobility and Visual Improvements Committee:
 - Consider a request from the Museum Area Municipal Association concerning Bell Park restoration

Montrose Management District

Mobility and Visual Improvements Committee Meeting

November 19, 2012

The Montrose Management District Public Mobility and Visual Improvements Committee held a meeting on Monday, November 19th, 2012, at 9:00 AM at 5020 Montrose #311 Houston, TX 77006.

Montrose Management District Board members present were Claude Wynn, David Robinson and Cassie Stinson. Staff members present were Bill Calderon and Josh Hawes.

The Committee was called to order at 9:13 AM.

1. The committee received a request from Museum Area Municipal Association concerning The Bell Park Restoration.

Actions to be taken:

- The committee recommends approval of the request for \$8,000 in matching funds contingent upon the following:
 - Approval of project by Houston Parks and Recreation Department.
 - Water costs will be covered by the City of Houston

2. Discuss update on Bridge Relighting Project.

Actions to be taken:

- Application has been submitted to TxDOT for review.
- The District will work with TxDOT over the next two weeks to make adjustments to the application.
- The District is also working on getting more requested letters of supports from District representatives.

3. Discuss and Review FY 2013 Mobility and Visual Improvements Budget.

Actions to be taken:

- Committee recommends approval of FY 2013 Mobility and Visual Improvements Budget.

4. Discuss update on Walter P Moore Parking Study.

Actions to be taken:

- No actions to be taken.

5. Discuss Mobility and Visual Improvement Issues in the District.

Actions to be taken:

- The committee will continue to examine District wide esplanade adoptions and District wide master plan.
- District Holiday Lighting was discussed. Bill Calderon reported that the District was able to receive City approval of the installation without an encroachment permit.

Adjourn 10:26AM



Museum Area Municipal Association
P. O. Box 66735
Houston, Texas 77266

November 5, 2012

Montrose Management District
Attention: Mr. Claude Wynn, Chairman, and
Mr. Bill Calderon, Executive Director
5020 Montrose Boulevard, Suite 301
Houston, TX 77006

Re: Bell Park Restoration Proposal and Grant Request

Dear Mr. Wynn and Mr. Calderon:

The Montrose Management District, though new, is already making a significant positive difference in our neighborhood, most especially in the area central to the district. As one of the numerous civic associations in the district, MAMA (Museum Area Municipal Association) would like to draw your attention to a need in the southern "bootsheel" of the Management District, specifically the area south of US 59.

MAMA has a volunteer project planned in this area that we think would be a significant benefit to the entire area encompassed by the Montrose Management District – the restoration and enhancement of Bell Park. This small park at the intersection of Montrose and Banks is passed by thousands of drivers each day and is in near constant use by those in the neighborhood. It is an amenity to neighbors and surrounding businesses and has the potential to be an aesthetic part of the adjacent Museum area and a draw that could encourage patronage of surrounding businesses.

Sadly, the park condition is deteriorated as a result of Hurricane Ike, the drought of 2011 and the budgetary constraints to which the City Parks Department is subject. MAMA has established a committee for the Bell Park Restoration, and our committee has developed a master plan to restore and enhance the park in two stages. A copy of the Bell Park Master Plan and our project proposal for raising funds and providing volunteer work are enclosed. Our total project budget is \$16,000, covering both Phase 1 and Phase 2 of the Master Plan. The breakdown of this figure is set out in the attached project proposal.

We respectfully request Montrose Management District to become a funding partner in this project with a grant of \$8,000, to be matched and leveraged by \$4,000 of funding

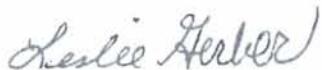
Montrose Management District
November 5, 2012
Page Two

from MAMA and \$4,000 in private donations, plus volunteer work services to be provided by MAMA members. MAMA has already achieved 50% of our match. MAMA has authorized the expenditure of \$2,500 in 2012 for this project, and we have already raised \$1,500 in private donations. At our annual MAMA meeting on November 27, 2012, we will see authorization for additional funding from MAMA for \$1,500, and we will formally commence our fund raising campaign seeking the remaining \$3,500 in private funding.

With these funds we could complete the installation of the entire sprinkler system and the Phase 1 bed preparation and plant installations by the end of 2012. We would plan to complete the Phase 2 bed preparation and plant installations for this project in the spring of 2013.

We hope that you will join us in a project that would significantly enhance and beautify this public space along Montrose Boulevard in the southern part of the Montrose Management District Boundaries.

Sincerely,



Leslie Gerber
Chair, Bell Park Restoration Committee, and
Secretary, Museum Area Municipal Association

cc: Mr. Carvel Glenn, Bell Park Restoration Committee (by email)
Mr. Trent Rondot, Houston Parks Board Project Manager (by email)
Ms. Cassie Stinson, President, Museum Area Municipal Association (by email)

Enclosures:

Master Plan, Bell Park Restoration
Project Proposal, Bell Park Restoration

Proposal for the Restoration and Enhancement of Bell Park
Submitted to Montrose Management District
November 5, 2012

Bell Park, a small urban oasis located at the corner of Montrose and Banks, was created as an urban respite several decades ago. The land was donated to the city for this purpose by an area businessman who wanted to preserve the space as an island of quiet and reflection.

Today, Bell Park is in need of renewal as a result of stresses brought on by Hurricane Ike and the drought of 2011 and years of limited and deferred maintenance. Given the current lack of City funding for city parks, the Museum Area Municipal Association (MAMA), proposes a public/private partnership for the restoration of Bell Park by means of a joint effort by MAMA, Montrose Management District, the Houston Parks Board and by private sector businesses and individuals who all share in the benefit by restoring and enhancing the park.

MAMA is organizing this effort and has committed funds from its limited budget to the project described below. A fundraising effort among businesses and neighbors in the vicinity of the park has begun.

Bell Park is in the most southerly section of the Montrose Management District boundaries, and is a natural bridge from the district to the art museums, the Warwick Fountain and the Medical Center further south. The park has the potential to draw visitors to the area who will also patronize Montrose-area businesses in the vicinity. MAMA invites the Montrose Management District to partner with us in creating a more beautiful and inviting natural setting that will add value to the neighborhood and surrounding businesses.

Master Plan for the Bell Park Restoration Project

MAMA proposes a multi-phase plan for restoration, enhancement and beautification of Bell Park, to be supported by funding and volunteer work by MAMA and its members, plus additional funding from adjacent businesses, the Montrose Management District and individual philanthropy. Technical support will be provided by the Houston Parks Board and by the City of Houston Parks and Recreation Department (HPARD). HPARD will also commit to keeping the water on for the project. HPARD and the Houston Parks Board have been involved in the planning phases of this project, and work will begin subject to receipt of funding and final approval by HPARD and Houston Parks Board.

A Master Plan for the Bell Park Restoration Project has been developed by Carvel Glenn, who is a highly regarded professional landscape architect and also aMAMA Board member and volunteer. The Master Plan calls first for repair and extension of the existing city irrigation system to provide a water source for new planting. The existing water feature – a fountain with pond and bridge – will benefit from plant materials that

echo those that would occur naturally in such a setting. Other existing beds that have been depleted by the drought and storm will be replenished with new plant material and soil. The second phase of the plan will add a buffer planting along a fence on the western border, establish a new grasslands bed at the southeastern entry to the water feature and extend the irrigation system to reach a critical bed at the northeastern entry that has become depleted.

The repair and extension of the existing irrigation system will be commercially installed, and a contractor will rehabilitate the beds and prepare them for planting. MAMA and its volunteers will provide labor to plant the beds and other restorative projects.

The City of Houston will provide water for the new beds. The plant materials in the plan have been selected for easy maintenance and drought-resistance.

Plan Details

Master Plan:

Please see the attached **APPENDIX A**

List of plant materials:

- foxtail fern
- cardamom-scented ginger
- nandina
- spirea
- ardesia crispa
- oak leaf fig ivy
- turk's cap
- iris morea
- liriope
- asian jasmine
- beach spider lilies
- ruellia
- Louisiana iris
- variegated ginger
- shrimp plant

Irrigation System:

The project calls for repair and extension of the park's existing sprinkler system, with pricing based on an estimate submitted by McDugald-Steele. The system will be commercially installed by the bidder most qualified and reasonable, with an eye to quality and durability.

Budget

Sprinkler system extension and repair	\$ 12,500
Plant materials	1,800
Bed preparation	1,200
Miscellaneous (tool rental for volunteers, etc.)	<u>500</u>
Project total	\$16,000

Project Schedule:

Phase 1: to be completed by 12-31-2012

Installation of sprinkler system for both Phase 1 and Phase 2 beds

Bed prep, plant installation of Phase 1 plantings

Cost: \$14,000

Phase 2: to be completed by 3-31-2013

Bed prep, plant installation of Phase 2 plantings

Cost: \$2000

Community Support: to be submitted separately from proposal

- Letter of support from University Place Association
- Letter of support from MAMA
- Letter of support from Council Member Ellen Cohen
- Letter of support from Houston Parks Board
- Letter of support from Houston Parks and Recreation Department
- Landscape drawings of proposed project

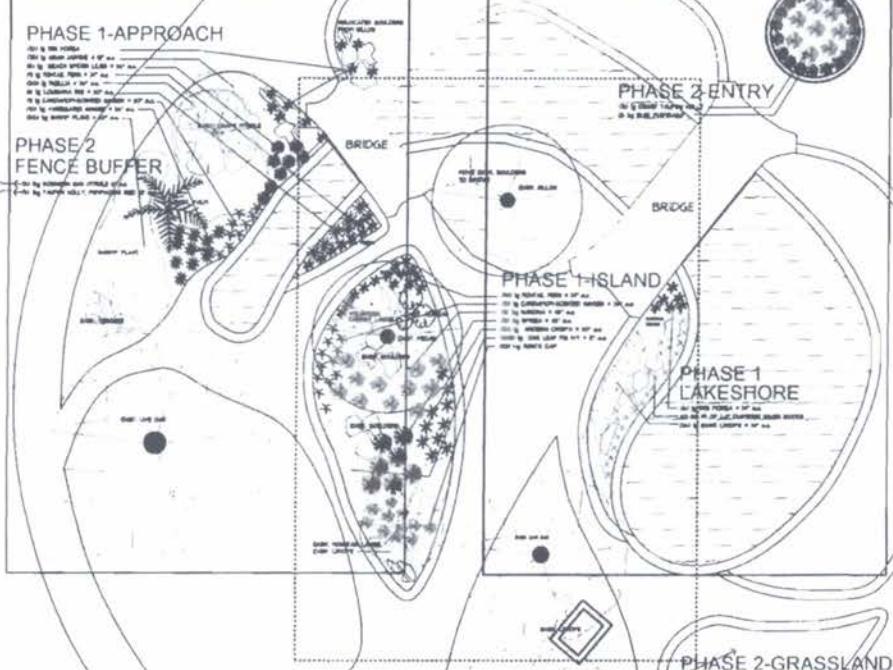
Grant Request to Montrose Management District:

MAMA respectfully requests \$8,000 from the Montrose Management District in support of the proposed Bell Park Restoration project. This sum will be matched by \$4,000 from MAMA, and \$4000 raised by MAMA from private sector businesses, individuals and residential owner associations who are neighbors of Bell Park and/or members of MAMA. MAMA has already secured \$4,000 of this \$8,000 match. The Montrose Management District will be recognized in all outreach materials and any official notation of the Bell Park Restoration Project.

APPENDIX A

BANKS STREET

MONROSE BOULEVARD



BELL PARK LANDSCAPING



MILFORD STREET