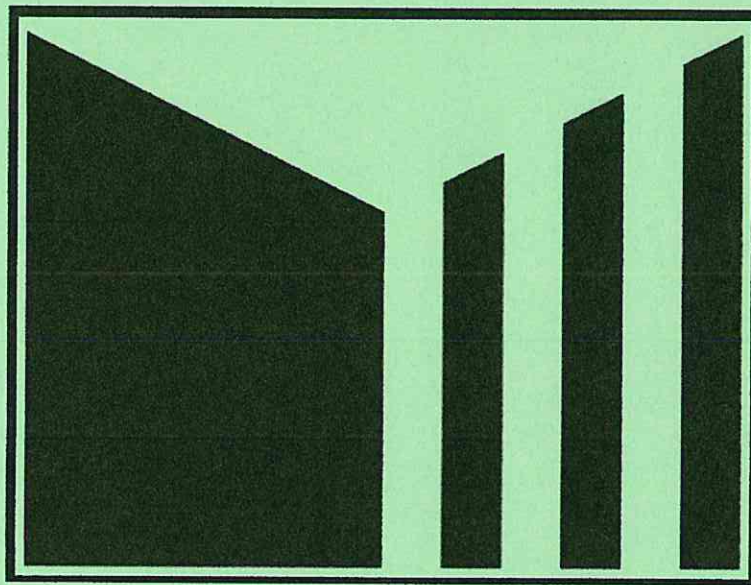


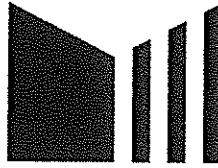
# MONTROSE MANAGEMENT DISTRICT



Agenda and Agenda Materials  
Meeting of the Board of Directors

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November 10, 2014



**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, November 10, 2014, at 401 Branard Street, 2nd Floor, Room 106, Houston, Texas 77006, inside the boundaries of the District, open to the public, to consider, discuss and adopt such orders, resolutions or motions, and take other direct or indirect actions as may be necessary, convenient, or desirable with respect to the following matters:

**AGENDA**

1. Determine quorum; call to order.
2. Approve minutes of meeting held October 13, 2014
3. Accept Oaths of Office, Sworn Statements, and Bonds from Newly Appointed Board Members.
4. Receive public comments.
5. Receive District's monthly Assessment Collection Reports and Billing and Assessment Summaries, Lawsuit and Arbitration Status Details, and Delinquent Assessment Reports.
6. Receive and consider District's monthly financial report, including; pay invoices.
7. Receive Executive Director's Monthly Report on District initiatives.
  - a.) Consider fee increase for hourly rate paid to Municipal Accounts for bookkeeping services;
  - b.) Consider approval of an agreement with Chris Labod for web maintenance services.
  - c.) Renew agreement with Houston Arts Alliance.
8. Convene in Executive Session pursuant to Section 551.071, Texas Government Code, to conduct a private consultation with attorney to discuss litigation, and matters related to the same.
9. Reconvene in Open Session and authorize appropriate action by legal counsel related to Item 8 on the agenda.
10. Announcements.
11. Adjourn.



*Bill Calhoun*

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) 5951200 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

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**AGENDA MEMORANDUM**

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

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2. Approve minutes of meeting held October 13, 2014.

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

**October 13, 2014**

**PRIOR TO A QUORUM – RECEIVE PUBLIC COMMENTS.**

Ms. Artista Elisabet introduced herself. She extended an invitation and details on her fundraiser "I Cast 2 Empower" Breast Cancer Awareness to be held on November 14, 2014, at Bisong Art Gallery. All proceeds will go to MD Anderson Cancer Center.

**DETERMINE QUORUM; CALL TO ORDER.**

The Board of Directors of the Montrose Management District held a regular meeting open to the public, on Monday, October 13, 2014, at 12:00 p.m. at 401 Branard Street, 2nd Floor, Room 106, Houston, Texas 77006, inside the boundaries of the District, and the roll was called of the duly appointed members of the Board, to-wit:

Position 1 -	Claude Wynn, <i>Chairman</i>	Position 9 -	Kathy Hubbard, <i>Treasurer</i>
Position 2 -	Dana Thorpe	Position 10 -	Michael Grover
Position 3 -	Randy Mitchmore, <i>Vice Chairman</i>	Position 11 -	<i>vacant</i>
Position 4 -	Cassie Stinson, <i>Secretary</i>	Position 12 -	Brad Nagar, <i>Asst Secretary</i>
Position 5 -	Lane Llewellyn	Position 13 -	Dan B. Leverett
Position 6 -	Robert Jara	Position 14 -	<i>vacant</i>
Position 7 -	Ryan Haley	Position 15 -	Randall Ellis
Position 8 -	Stephen L. Madden		

and all were present, with the exception of Directors Wynn, Thorpe, Hubbard, Nagar, Leverett and Ellis, thus constituting a quorum. Also present were Bill Calderon, Susan Hill, Linda Clayton and Marie Cortes, all with Hawes Hill Calderon, LLP; Clark Lord, Bracewell & Giuliani; Felecia Alexander, Municipal Accounts & Consulting; and Ray Lawrence, Lawrence & Associates. Others attending the meeting were Officer Victor Beserra, HPD; Dennis Beedon, Montrose Business Ambassador; Eugene Nosad, Avondale Association; Daphne Scarbrough, Richmond Avenue Coalition; Artista Elisabet and Tawny Tidwell. Vice-Chairman Mitchmore called the meeting to order at 12:06 p.m.

**APPROVE MINUTES OF MEETING HELD SEPTEMBER 8, 2014.**

Upon a motion duly made by Director Llewellyn, and being seconded by Director Grover, the Board voted unanimously to approve the Minutes of the September 8, 2014, Board meeting, as presented.

**ACCEPT OATHS OF OFFICE, SWORN STATEMENTS AND BONDS FROM NEWLY APPOINTED BOARD MEMBERS.**

No newly appointed Board members were present. No action from the Board was required.

**RECEIVE AND CONSIDER DISTRICT'S MONTHLY FINANCIAL REPORT, INCLUDING PAY INVOICES.**

Ms. Alexander presented the Monthly Financial Report and went over invoices, included in the Board agenda materials. Mr. Calderon reported the Finance Committee had reviewed the invoices and were recommending approval of payment of invoices. Upon a motion duly made by Director Llewellyn, and being seconded by Director Haley, the Board voted unanimously to accept the Monthly Financial Report, and approved payment of invoices.



## **RECEIVE EXECUTIVE DIRECTOR'S MONTHLY REPORT ON DISTRICT INITIATIVES.**

Mr. Calderon provided an update on Committee meetings. He reported the business mixer at Siphon had approximately 40 participants. Business Ambassador Beedon reported the Pride Parade was being moved downtown this year. Business Ambassador Cortes reported of a new restaurant opening. She reported she continues to receive positive feedback on the writers for the website. Mr. Calderon reported he had not received a date when the Special Parking Application was going before the Planning Commission and anticipates it to be sometime in November. Officer Beserra presented the Patrol Summary Report for the month and answered questions.

### **a. Consider supplemental work authorization related to the Livable Centers Grant application with WPM in an amount not to exceed \$10,000.**

Mr. Calderon provided a handout regarding Livable Centers Call for Studies for Montrose Management District, a copy is attached as Exhibit A. There was general discussion regarding whether it was necessary to have Walter P. Moore assist with the application and provide a study of the District. Pros and cons were discussed as to the necessity of a study to submit for a grant. After discussion there was no motion to authorize Walter P. Moore to provide work related to the Livable Centers Grant application and this item was tabled.

### **b. Consider approval of an agreement with Muze Development Partners, LLC for web maintenance services.**

Mr. Calderon reported after submitting the contract to Mr. Meza at Muze Development Partners to provide web maintenance, Mr. Meza would not enter into the contract. Mr. Calderon reported he had other companies interested in providing the website maintenance services and would bring a new contract to the Board for approval at the next meeting. No action from the Board was required.

## **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 Monthly Assessment Collection Report, included in the Board agenda materials. She reported 98% collected in the East zone with no uncertified properties for 2013. She reported 97% collected in the West zone with no uncertified properties for 2013. She reported the supplemental assessment hearing was scheduled for October 27, 2014, at 9:30 a.m. Director Llewellyn volunteered to be the Hearing Examiner for the hearing. No action from the Board was required.

## **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 8 ON THE AGENDA.**

An executive session was not called.

## **ANNOUNCEMENTS.**

It was announced a Recycle Event was scheduled for October 25, 2014, from 10:00 a.m. to 2:00 p.m. at the H.E.B. on W. Alabama.

## **ADJOURN.**

There being no further business to come before the Board, Vice-Chairman Mitchmore adjourned the meeting at 1:02 p.m.



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Secretary

List of Exhibits:

- A. 2014 Livable Centers Call for Studies – Montrose District

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

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**AGENDA MEMORANDUM**

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

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

**MONTROSE DISTRICT EAST ZONE  
ASSESSMENT COLLECTION REPORT  
October 2014  
BILLING AND COLLECTION SUMMARY  
FISCAL YEAR  
01/01/14 - 12/31/14**

YEAR	RATE	TOTAL LEVY	COLLECTIONS	RECEIVABLE	% COLLECTED
2013	0.12500	\$498,216.52	\$490,668.95	\$7,547.57	98%
2012	0.12500	\$429,859.76	\$428,437.54	\$1,422.22	100%
2011	0.12500	\$410,039.70	\$409,661.46	\$378.24	99%
2010	0.12500	\$402,221.57	\$402,184.07	\$37.50	99%
2009	0.12500	\$419,939.17	\$419,901.67	\$37.50	99%
2008	0.12500	\$396,675.13	\$396,650.13	\$25.00	99%
2007	0.12500	\$309,868.58	\$309,849.83	\$18.75	99%

**Current Month Activity**

Revenue:	Current Month	Year to Date
2013 Assessment Collected	1,922.47	441,799.43
2012 Assessment Collected	-208.35	3,211.49
2011 Assessment Collected	0.00	-607.19
2010 Assessment Collected	0.00	313.75
2009 Assessment Collected	0.00	0.00
2008 Assessment Collected	0.00	0.00
2007 Assessment Collected	0.00	0.00
Penalty & Interest	936.98	9,441.09
Overpayments	0.00	20,684.78
CAD Lawsuits	1,911.87	14,207.20
CAD Corrections	0.00	1,311.50
Collection Fees	912.59	5,066.61
Court Fees	0.00	0.00
<b>Total Revenue</b>	<b>5,475.56</b>	<b>495,428.66</b>
Overpayments Presented for Refund	39.35	34,330.38
Overpayments Applied to Assessment	0.00	0.00

ASSESSED VALUE FOR 2013:	402,246,052	Uncertified:	0
ASSESSED VALUE FOR 2012:	344,196,962	Uncertified:	0
ASSESSED VALUE FOR 2011:	328,053,447	Uncertified:	0
ASSESSED VALUE FOR 2010:	321,799,663	Uncertified:	0
ASSESSED VALUE FOR 2009:	336,117,938	Uncertified:	0
ASSESSED VALUE FOR 2008:	317,339,817	Uncertified:	0
ASSESSED VALUE FOR 2007:	322,144,526	Uncertified:	0

Assessment Collection Account: Compass Bank, Account No. 2530962019

**ASSESSMENT PLAN PROJECTIONS**

YEAR	MAX RATE	PROJECTED LEVY 2%	COLLECTIONS @ 95%	CUMULATIVE COLLECTIONS	10 YEAR AVERAGE @ 10%
2007	0.12500	337,500	320,625	309,849.83	
2008	0.12500	344,250	327,038	396,650.13	
2009	0.12500	351,135	333,578	419,901.67	
2010	0.12500	358,158	340,250	402,184.07	
2011	0.12500	365,321	347,055	409,661.46	
2012	0.12500	372,627	353,996	428,437.54	
2013	0.12500	380,080	361,076	\$490,668.95	
2014	0.12500	387,681	368,297		
2015	0.12500	395,435	375,663		
2016	0.12500	403,344	383,177		
		3,695,531	3,510,754		369,553

The Projected Levy is based on the rate remaining at 0.12500

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



# MONTROSE DISTRICT EAST ZONE

October 2014

## 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	12692600100001	2221 W DALLAS ST 404 77019	MULTI-FAMILY	62,800,000	78,500.00
UST REALTY COMPANY	02616400000027	4100 MONTROSE BLVD 77006	OFFICE BUILDINGS	14,054,250	17,567.81
% UNIV OF ST THOMAS: ATTN PRES	02616300000021	4203 YOAKUM BLVD 77006			
3800 MONTROSE BLVD	02616300000001	4200 MONTROSE BLVD			
HOUSTON TX 77006-4626					
4203 MONTROSE LTD	12775200100001	4203 MONTROSE BLVD 77006	OFFICE BUILDING	9,716,385	12,145.48
3810 W ALABAMA					
HOUSTON TX 77027-5204					
RIVERSIDE CPI LLC & REALTY CTR	03703700100001	220 W ALABAMA ST 131 77006	MULTI - FAMILY	8,357,357	10,446.70
MANAGEMENT INC					
1990 S BUNDY DR STE 100					
LOS ANGELES CA 90025					
ARMSTRONG CHARLES	01406700000002	804 PACIFIC ST 77006	VARIOUS COMMERCIAL	8,337,163	10,391.61
5000 MONTROSE BLVD UNIT 22C	01402500000001	2302 GENESEE ST 12 77006			
HOUSTON TX 77006-6564	01402500000002	2308 GENESEE ST 77006			
	01402500000005	120 FAIRVIEW ST 77006			
	01406600000002	2401 GRANT ST 77006			
	01406700000001	802 PACIFIC ST 77006			
	01406700000003	808 PACIFIC ST 77006			
	01406700000004	811 PACIFIC ST 77006			
	01406700000005	925 HYDE PARK BLVD 77006			
	01406700000006	809 HYDE PARK BLVD 77006			
	01406700000009	925 HYDE PARK BLVD 77006			
	01803400000001	1002 CALIFORNIA ST 77006			
	01803400000002	1004 CALIFORNIA ST 77006			
	01803400000003	1004 CALIFORNIA ST 77006			
	01803400000011	1007 MISSOURI ST 77006			
	01406600000004	907 FAIRVIEW ST 77006			
	01803400000012	1005 MISSOURI ST 77006			
	02615100000020	2602 CROCKER ST 77006			
	02615100000021	2605 GRANT ST 77006			
	02615100000027	805 PACIFIC ST 77006			
	04421300000001	810 PACIFIC ST 77006			
	01406800000009	810 HYDE PARK BLVD 77006			

**MONTROSE DISTRICT EAST ZONE**

**October 2014**

		<b>TOP TEN ASSESSMENT PAYERS</b>			
		<b>RICHMOND AVE 77006</b>	<b>MULTI - FAMILY</b>		
POST RICHMOND LP 4401 NORTHSIDE PKWY NW STE 800 ATLANTA GA 30327-3093	130901000100001			10,030,448	9,239.10
WALGREENS 03157 % TAX DEPT STOP NO 75 300 WILMOT RD DEERFIELD IL 60015-4614	11793900100001	3317 MONTROSE BLVD 77006	RETAIL PHARMACY	5,825,000	7,281.25
4119 MONTROSE LIMITED 4200 MONTROSE BLVD HOUSTON TX 77006-4963	12076800100001	4119 MONTROSE BVD 77006	OFFICE BUILDINGS	4,526,228	5,667.79
3815 MONTROSE BLVD LP 3815 MONTROSE BLVD STE 211 HOUSTON TX 77006-4686	12222800200001 12222800100001	3820 ROSELAND ST 77006 3815 MONTROSE BLVD 77006	OFFICE BUILDINGS	4,066,056	5,082.57
102 104 GREENWICH ST MANHATTA % RICHMOND MONTROSE CVS LP 1 CVS DR WOONSOCKET RI 02895-6146	12580900100001	1003 RICHMOND AVE 77006	RETAIL PHARMACY	3,843,472	4,804.34

MONTROSE DISTRICT EAST ZONE

October 2014

TOP TEN DELINQUENTS

PROPERTY OWNER	ACCOUNT NO	SITUS	PROPERTY TYPE	ASSESSMENT YEAR(S)	ASSESSMENT
SPARTAN REAL ESTATE LLC	92 018 046 000 0028	1000 JACKSON BLVD 77006	COMMERCIAL WAREHOUSE	2012 - 2013	1,530.16
1000 JACKSON BLVD HOUSTON TX 77006-1928					
GAMRU PROPERTIES LTD	92 008 270 000 0005	506 SUL ROSS ST #11 77006	APARTMENT	2012 - 2013	1,460.69
501 SUL ROSS ST HOUSTON TX 77006-5030					
GAWERC BRONIA	92 014 054 000 0011	330 FAIRVIEW ST 77006	OFFICE BUILDINGS	2013	920.51
330 FAIRVIEW ST HOUSTON TX 77006-3002					
CHEN ENG C & CHIANG TZUU	92 026 136 000 0009	3321 STANFORD ST 77006	SHOPPING CENTER	2013	872.96
4518 HIGHWAY 6 SUGAR LAND TX 77478-4488					
515 W ALABAMA LLC	92 023 057 000 0018	515 W ALABAMA ST 77006	SHOPPING CENTER	2013	772.14
P O BOX 3087 HOUSTON TX 77253-3087					
N SQUARED LLC	92 057 035 000 0016	315 W BELL ST #6 77019	APARTMENT	2013	758.49
5211 HOLLY ST BELLAIRE TX 77401-4803					
SIMMONS MARTHA	92 008 260 000 0003	3804 BRANDT ST 77006	BOARDING HOUSE	2013	662.62
3804 BRANDT ST APT 2 HOUSTON TX 77006-5188					
508 W CLAY FLATS LLC	92 057 033 000 0031	508 W CLAY ST #6 77019	APARTMENT	2013	603.48
5211 HOLLY ST BELLAIRE TX 77401-4803					
DRAKE CUSTOM HOMES LTD	92 014 057 000 0003	503 W DREW ST #6 77006	APARTMENT	2013	470.78
606 WILLARD ST HOUSTON TX 77006-2150					
UPSTAIRS DOWNSTAIRS LLC	92 023 062 000 0013	609 COLQUITT ST 77006	COMMERCIAL	2013	425.71
609 COLQUITT ST HOUSTON TX 7706-5523					

**Harris County Improvement District No. 6 / East Montrose  
Lawsuit and Arbitration Status Summary as of 10/10/2014**

Jur 930

<b>Summary</b>	
For Tax Years 2007-2013, for the period of June 2009 through September 2014	
Settled	
	Original value of <b>Settled</b> accounts as of 10/10/2014
572,532,026	Number of <b>Settled</b> accounts as of 10/10/2014
153	Reduction in value of <b>Settled</b> accounts
53,949,097	Average % reduction in value of <b>Settled</b> accounts
9.42%	
Unsettled	
	Original value of <b>Unsettled</b> accounts as of 10/10/2014
53,603,948	Number of <b>Unsettled</b> accounts as of 10/10/2014
55	
	.125 Tax rate per \$100 valuation
\$6,314	Estimated reduction in assessment on 57 Unsettled accounts, based on 9.36% average

**MONTROSE DISTRICT WEST ZONE  
ASSESSMENT COLLECTION REPORT  
October 2014  
BILLING AND COLLECTION SUMMARY  
FISCAL YEAR  
01/01/14 - 12/31/14**

YEAR	RATE	TOTAL LEVY	COLLECTIONS	RECEIVABLE	% COLLECTED
2013	0.12500	\$1,146,940.53	\$1,119,084.86	\$27,855.67	98%
2012	0.12500	\$972,674.33	\$966,251.09	\$6,423.24	99%
2011	0.12500	\$884,073.47	\$880,677.59	\$3,395.88	99%
2010	0.12500	\$868,124.80	\$866,391.69	\$1,733.11	99%

Current Month Activity

Revenue:	Current Month	Year to Date
2013 Assessment Collected	3,292.77	1,054,409.67
2012 Assessment Collected	963.74	-1,795.43
2011 Assessment Collected	2.84	541.73
2010 Assessment Collected	0.00	316.46
Penalty & Interest	1,031.48	10,953.28
Overpayments	0.00	19,448.14
CAD Lawsuits	200.43	19,271.90
CAD Corrections	0.00	0.00
Collection Fees	1,098.26	5,126.61
Court Fees	0.00	0.00
<b>Total Revenue</b>	<b>6,589.52</b>	<b>1,108,272.36</b>
Overpayments Presented for Refund	188.35	38,519.49
Overpayments Applied to Assessment	0.00	0.00

ASSESSED VALUE FOR 2013:	<b>917,651,413</b>	Uncertified:	<b>0</b>
ASSESSED VALUE FOR 2012:	<b>778,844,119</b>	Uncertified:	<b>0</b>
ASSESSED VALUE FOR 2011:	<b>707,258,348</b>	Uncertified:	<b>0</b>
ASSESSED VALUE FOR 2010:	<b>694,497,461</b>	Uncertified:	<b>0</b>

Assessment Collection Account: Compass Bank, Account No. 2530962086

**ASSESSMENT PLAN PROJECTIONS**

YEAR	MAX RATE	PROJECTED LEVY 2%	COLLECTIONS @ 95%	CUMULATIVE COLLECTIONS	10 YEAR AVERAGE @ 10%
2010	0.12500	868,125	824,719	\$866,391.69	
2011	0.12500	885,487	841,213	\$880,677.59	
2012	0.12500	903,197	858,037	\$966,251.09	
2013	0.12500	921,261	875,198	\$1,119,084.86	
2014	0.12500	939,686	892,702		
2015	0.12500	958,480	910,556		
2016	0.12500	977,650	928,767		
		6,453,886	6,131,191		645,389

The Projected Levy is based on the rate remaining at 0.12500

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



# MONTROSE DISTRICT WEST ZONE

October 2014						
TOP TEN ASSESSMENT PAYERS						
PROPERTY OWNER	ACCOUNT NOS	SITUS	PROPERTY TYPE	VALUE	ASSESSMENT	
WEINGARTEN REALTY INVESTORS 0591-001	0442250000001	2005 W GRAY ST 77019	VARIOUS COMMERCIAL	65,415,796	81,769.74	
P O BOX 924133	0442250000170	1953 W GRAY ST 77019				
HOUSTON TX 77292-4133	0442250000169	1953 W GRAY ST 77019				
	0442250000168	2028 W GRAY ST 77019				
	0442250000145	2001 W GRAY ST 77019				
	0442250000110	2020 W GRAY ST 77019				
	0442250000105	2010 W GRAY ST 77019				
	0442250000005	2002 W GRAY ST 77019				
	0442250000002	1950 W GRAY ST 77019				
	0442250000171	2017 W GRAY ST 77019				
FINGER FSC MONTROSE LTD 99 DETERING ST STE 200 HOUSTON TX 77007-8259	1215190010001	4899 MONTROSE BLVD 187 77006	MULTI - FAMILY	59,817,107	74,771.38	
US REIF WESTHEIMER APARTMENTS TX LLC 1270 SOLDIERS FIELD RD BRIGHTON MA 02135-1003	1286390010001	2001 WESTHEIMER RD 244 77098	MULTI - FAMILY	40,600,000	50,750.00	
4310 DUNLAVY LLC 101 BERKSHIRE ST BELLAIRE TX 77401-5309	1286480010001	4310 DUNLAVY ST 236 77006	MULTI - FAMILY	37,180,166	46,475.21	
	0660870040002	4403 WOODHEAD ST 16 77098				
	0660870040001	4403 WOODHEAD ST 77098				
	0660870020006	4315 WOODHEAD ST 8 77098				
ANBIL ILR O L P 105 TOWN CENTER RD STE 10 KING OF PRUSSIA PA 19406-2394	0730810030011	1505 W CLAY ST 77019	SHOPPING CENTER	36,544,543	45,680.68	
	1170070010001	1422 W GRAY ST 77019				
	1170070020001	1414 WAUGH DR 77019				
TEXAS ABERCROMBIE FAMILY INT LTD 730 N POST OAK RD STE 110 HOUSTON TX 77024-3854	0730810030007	1521 W CLAY ST 77019	SUPERMARKET	25,505,202	31,881.50	
	1327190010001	0 W ALABAMA ST 77098				
	1327190010002	1701 W ALABAMA ST 77098				
WEST GRAY RESIDENTIAL LP C/O THE HANOVER CO EARL MALLEY 5847 SAN FELIPE ST STE 3600 HOUSTON TX 77057-3263	1335700010001	1340 W GRAY ST 77019	MULTI - FAMILY	19,179,417	23,974.27	
SHEPHERD INV LP 1800 POST OAK BLVD 6 BLVD PLACE STE 400 HOUSTON TX 77056	0442600000001	2075 WESTHEIMER RD 77098	SHOPPING CENTER	15,899,000	19,873.75	

# MONTROSE DISTRICT WEST ZONE

October 2014					
TOP TEN ASSESSMENT PAYERS					
5020 INVESTMENTS LTD 5959 RICHMOND AVE STE 440 HOUSTON TX 77057-6325	03602400000003	5020 MONTROSE BLVD 77006	OFFICE BUILDING	15,725,000	19,656.25
WEINGARTEN REALTY INVESTORS 0591-001 P O BOX 924133 HOUSTON TX 77292-4133	04422500000173	2030 W GRAY ST 77019	SHOPPING CENTER	15,307,574	19,134.47

**MONTROSE DISTRICT WEST ZONE**

October 2014						
TOP TEN DELINQUENT ACCOUNTS						
PROPERTY OWNER	ACCOUNT NO	SITUS	PROPERTY TYPE	ASSESSMENT YEAR(S)	ASSESSMENT	
5020 INVESTMENTS LTD 5020 MONTROSE BLVD FL 9 HOUSTON TX 77006-6550	94 036 024 000 0003	5020 MONTROSE BLVD 77006	OFFICE BUILDINGS	2013	6,931.03	
MCELROY VALERIE & JOHN P O BOX 540101 HOUSTON TX 77254-0101	94 059 173 000 0003	1223 WAUGH DR 77019	COMMERCIAL BUILDING	2011 - 2013	3,121.50	
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 - 2013	2,713.95	
EISEMANN MAUDE 5455 JOHN DREAPER DR HOUSTON TX 77056-4230	94 010 167 000 0030	1116 W GRAY ST 77019	COMMERCIAL VACANT	2010 - 2013	2,004.75	
BISHOP JOAN 1547 WAVERLY ST HOUSTON TX 77008-4148	94 033 193 000 0005	120 PORTLAND ST #1 77002	COMMERCIAL	2012 - 2013	1,576.16	
SAFOS CHRIST 3838 GRENNCH LN HOUSTON TX 77025-2408	94 056 125 000 0013	2009 COLQUITT ST #16 77098	MULTI - FAMILY	2012 - 2013	1,541.16	
KNA PARTNERS 550 WAUGH DR HOUSTON TX 77019-2002	94 026 174 000 0001	1111 WESTHEIMER RD 77006	RETAIL	2013	1,425.00	
LEGACY COMMUNITY HEALTH ENDOWMENT P O BOX 60338 HOUSTON TX 77205-0338	94 018 003 000 0011	1407 MISSOURI ST #21 77006	APARTMENT GARDEN	2013	1,316.66	
BENGOLAN COMPANY LLC 140 S HEIGHTS BLVD HOUSTON TX 77007-5807	94 038 247 001 0001	1714 CALIFORNIA ST 77006	COMMERCIAL	2013	1,248.41	
MOUZI MOSTAFA 3415 ABINGER LN HOUSTON TX 77088-5607	94 130 493 001 0001	0 WESTHEIMER RD 77006	PARKING	2013	1,202.13	

## Summary

For Tax Years 2010-2013, for the period of September 2010 through August 2014

### Settled

791,439,058	Original value of <b>Settled</b> accounts as of 9/12/2014
225	Number of <b>Settled</b> accounts as of 9/12/2014
50,978,350	Reduction in value of <b>Settled</b> accounts
6.44%	Average % reduction in value of <b>Settled</b> accounts

### Unsettled

94,920,294	Original value of <b>Unsettled</b> accounts as of 9/12/2014
93	Number of <b>Unsettled</b> accounts as of 9/12/2014

.125 Tax rate per \$100 valuation

**\$7,643** Estimated reduction in assessment on 93 Unsettled accounts,  
based on **6.44%** average

**PERDUE, BRANDON, FIELDER, COLLINS & MOTT L.L.P.**  
**DELINQUENT ASSESSMENT SUMMARY REPORT**  
**MONTROSE DISTRICT**  
**November 10, 2014**

Amounts shown are 2013 base assessment unless indicated. Account numbers and addresses for Montrose District-West Zone are noted in *italics*.

**Suit pending:**

Valerie & John McElroy 11-13 assessments \$3,121.50, *1223 Waugh Dr.-0591730000003*  
Level Headed Chow LLC 10-13 assessments \$2,713.95, *3414 Graustark St.-0261980000005*  
Heirs of Maude Eiseemann 10-13 assessments \$2,004.75, *1116 W. Gray St.-0101670000030*  
Gamru Properties Ltd. 12-13 assessments \$1,460.69, *506 Sul Ross St.-0082700000005*  
KFC National Management (assessment roll lists Donvein Cao & Nancy Nguyen) 07-10 assessments \$118.75, Block 1, Tracts 15 A & 16 A (north 10 ft. Lots 15 & 16) on Taft St.-0560410000001

**Paid in full:**

Thomas & Veronica Hagerty 12-13 assessments \$1,670.94, *3611 Montrose Blvd.-0261560000016*  
Linh Nguyen 11-13 assessments \$1,385.55, *1425 W. Gray St.-1245580010001*  
Bercon Ltd. \$1,303.21, *1211 Rosine St., 1817 Morse St.-0641410020006, 0520580330001*  
Jamil Musa (was Cosa Bella Ltd.) 12-13 assessments \$1,208.79, *1009 Missouri St.-0180340000009*  
Tsai & Tsai Inc. 12-13 assessments \$1,115.77, *3311 S. Shepherd Dr.-0561230000030*  
David E. & Lara Landmesser \$509.41, *1217 Welch St.-0370850000056*

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



Carl O. Sandin

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ATTORNEYS AT LAW

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Mobile: 713-824-1290

Fax: 713-862-1429



MONTROSE MANAGEMENT DISTRICT  
CITY OF HOUSTON  
HARRIS COUNTY, TEXAS

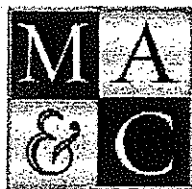
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**AGENDA MEMORANDUM**

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

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6. Receive and consider the District's monthly financial report including payment of invoices.



MUNICIPAL ACCOUNTS  
& CONSULTING, L.P.

## **Montrose Management District**

### **Bookkeeper's Report**

November 10, 2014

**Montrose Management District**  
**Cash Flow Report - Checking Account**  
As of November 10, 2014

Num	Name	Memo	Amount	Balance
<b>BALANCE AS OF 10/14/2014</b>				<b>\$9,863.00</b>
<b>Receipts</b>				
	Wire Transfer		15,000.00	
	Refund: Cancellation of Website Services		3,690.00	
	Interest		17.20	
	Wire Transfer		100,000.00	
<b>Total Receipts</b>				<b>118,707.20</b>
<b>Disbursements</b>				
4383	Francisco G Coronado	VOID: Security Expense	0.00	
4426	Bankcard Center	Credit Card Expenses	(569.00)	
4428	Verizon Wireless	Cell Phone Expense	(80.08)	
4429	Greater East End Management District	Graffiti Abatement Services	(5,120.00)	
4430	La Colombe d'or Restaurant and Hotel, Inc	Annual Luncheon	(2,500.00)	
4431	Francisco R Gomez	Security Expense	(198.55)	
4432	Aaron M Day	Security Expense	(2,651.42)	
4433	Adalberto R Ramos	Security Expense	(1,728.52)	
4434	Brian M Alms	Security Expense	(397.10)	
4435	Chad J Wall	Security Expense	(621.08)	
4436	Francisco R Gomez	Security Expense	(198.56)	
4437	John E Obenhaus	Security Expense	(1,462.83)	
4438	Joseph C Mabasa	Security Expense	(3,722.71)	
4439	Juan Arroyo	Security Expense	(2,243.06)	
4440	Lee T Jaquarya	Security Expense	(2,061.63)	
4441	Leon Laureano.	Security Expense	(1,744.82)	
4442	Natalie Flores	Security Expense	(195.56)	
4443	Ricardo Gonzales	Security Expense	(443.53)	
4444	Richard J Bass	Security Expense	(778.21)	
4445	Sean M Blevins	Security Expense	(595.65)	
4446	Todd L Thibodeaux	Security Expense	(1,309.87)	
4447	Victor Beserra.	Security Expense	(4,994.75)	
4449	Dennis L. Murland	Assessment Refund	(30.00)	
4450	MB Development Co & SPP	Assessment Refund	(188.35)	
4451	Siavosh & Laura Ravari	Assessment Refund	(9.35)	
4452	5020 Investments Ltd	Office Lease Expense	(1,210.00)	
4453	ALLY	Vehicle Lease	(938.00)	
4454	Amber Ambrose	Editorial Expense	(975.00)	
4455	BIO Landscape & Maintenance, Inc.	Landscape Maintenance	(4,394.32)	
4456	Blank Rome LLP	Legal Fees	(493.07)	
4457	Bracewell & Giuliani LLP	Legal Fees - General Counsel	(2,292.75)	
4458	Charles Nicholas Promotional Products	Promotional Expenses	(1,125.00)	
4459	Chris Labod	Website Maintenance	(350.00)	
4460	Cracked Fox	Graphic Design & Marketing Services	(2,500.00)	
4461	Dennis C. Beedon	Business Ambassador Program Services	(2,645.35)	
4462	e-Vision 1 Productions, LLC	MMD Video Archive	(2,500.00)	
4463	Equi-Tax, Inc.	Tax Services	(1,393.12)	
4464	Greater East End Management District	Graffiti Abatement Services	(5,760.00)	
4465	Hawes Hill Calderon, LLP	Consulting & Admin Fee	(19,617.52)	
4466	Houston Business Journal	Legal Notices	(1,936.00)	
4467	Kudela & Weinheimer	District Identity Marker	(440.18)	
4468	Magoo's Print Shop	Marketing Expenses	(195.00)	
4469	Mitchell J. Shields	Editorial Expense	(2,000.00)	

**Montrose Management District**  
**Cash Flow Report - Checking Account**  
As of November 10, 2014

Num	Name	Memo	Amount	Balance
<b>Disbursements</b>				
4470	Municipal Accounts & Consulting, L.P.	Bookkeeping Fees	(2,016.42)	
4471	SentiForce	Mobile Camera Program	(3,100.00)	
4472	SMC Logistics	Street Lights	(1,050.00)	
4473	Tawny Tidwell	Social Media Consulting Services	(3,669.99)	
4474	Twisted Mister Promotions	HEB Recycle Event	(225.00)	
4475	United Graphics	Postcards	(158.00)	
4476	Walter P. Moore	West Montrose Mobility Study	(2,167.50)	
4477	Bankcard Center	Credit Card Expenses	0.00	
4478	Comcast	Office Expense	0.00	
4479	Lawrence & Associates	Economic Development	(1,000.00)	
4480	Harris County Treasurer	Legal Fees	(5,069.45)	
Wire	Texas Workforce Commission	Quarterly SUTA Taxes	(361.35)	
Wire	United States Treasury	Monthly Payroll Taxes	(9,760.62)	
<b>Total Disbursements</b>				<u>(113,188.27)</u>
<b>BALANCE AS OF 11/10/2014</b>				<u><u>\$15,381.93</u></u>

**Montrose Management District**

**Account Balances**

**As of November 10, 2014**

<b>Financial Institution (Acct Number)</b>	<b>Issue Date</b>	<b>Maturity Date</b>	<b>Interest Rate</b>	<b>Account Balance</b>	<b>Notes</b>
<b>Fund: Operating</b>					
<b>Certificates of Deposit</b>					
ICON BANK (XXXX7732)	05/12/2014	11/08/2014	0.32 %	50,000.00	East Zone
GREEN BANK (XXXX0169)	06/10/2014	12/08/2014	0.30 %	50,000.00	East Zone
GREEN BANK (XXXX0143)	07/10/2014	01/06/2015	0.30 %	50,000.00	East Zone
GREEN BANK (XXXX0311)	08/07/2014	02/03/2015	0.30 %	50,000.00	East Zone
GREEN BANK (XXXX0210)	09/16/2014	03/16/2015	0.30 %	50,000.00	West Zone
POST OAK BANK (XXXX0889)	10/07/2014	04/05/2015	0.30 %	50,000.00	East Zone
POST OAK BANK (XXXX0897)	10/07/2014	04/05/2015	0.30 %	50,000.00	West Zone
ICON BANK (XXXX1435)	11/01/2014	04/30/2015	0.24 %	50,000.00	West Zone
<b>Money Market Funds</b>					
COMPASS BANK-PREMIER (XXXX2019)	03/20/2012		0.15 %	264,388.45	(East Zone) Tax
COMPASS BANK-PREMIER (XXXX2086)	03/20/2012		0.15 %	398,774.15	(West Zone) Tax
<b>Checking Account(s)</b>					
TRADITION BANK (XXXX9069)			0.25 %	15,381.93	Checking Account
<b>Totals for Operating Fund:</b>				<b>\$1,078,544.53</b>	
<b>Grand total for Montrose Management District:</b>				<b>\$1,078,544.53</b>	



**Montrose Management District**  
**Summary of Pledged Securities**

As of November 10, 2014

<b>Financial Institution: COMPASS BANK-PREMIER</b>		
Total CDs, MM:	\$663,162.60	Collateral Security Required: Yes
Less FDIC coverage:	\$250,000.00	Collateral Security Agreement On File: Yes
Total pledged securities:	\$1,148,852.47	Investment Policy Received: Yes
Ratio of pledged securities to investments:	278.06 %	
<b>Financial Institution: GREEN BANK</b>		
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	
<b>Financial Institution: ICON BANK</b>		
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	
<b>Financial Institution: POST OAK BANK</b>		
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	
<b>Financial Institution: TRADITION BANK (Depository Bank)</b>		
Total CDs, MM, and Checking Accounts:	\$15,381.93	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  
October 2014

Sources of Funds	Oct 14	Budget	\$ Over Budget	% of Budget	Jan - Oct 14	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
14110 - Assessments	1,714	654	1,060	262%	493,560	497,620	(4,060)	99%	515,377
14112 - Assessment Refunds	(39)	720	(759)	(5%)	(10,767)	7,200	(17,967)	(150%)	8,640
14310 - Penalties & Interest	937	667	270	140%	9,441	6,667	2,774	142%	8,000
14370 - Interest Earned on Temp. Invest	117	16	101	731%	1,181	160	1,021	738%	192
14380 - Interest	6	3	3	200%	34	27	7	126%	32
14390 - Ending FY 2013 Fund Balance	28,047	28,047	0	100%	280,466	280,466	0	100%	336,559
<b>Total Sources</b>	<b>30,782</b>	<b>30,107</b>	<b>675</b>	<b>102%</b>	<b>773,915</b>	<b>792,140</b>	<b>(18,225)</b>	<b>98%</b>	<b>868,800</b>
<b>Uses of Funds</b>									
<b>Business Development</b>									
16124 - Marketing & Public Rel Director	966	1,012	(46)	95%	9,664	10,119	(455)	96%	12,142
16125 - Marketing & Public Relations	7,357	7,808	(451)	94%	81,162	78,080	3,082	104%	93,696
16135 - Economic Development Services	363	1,064	(701)	34%	5,920	10,640	(4,720)	56%	12,768
16140 - Web Site Maint./Host/I.T.	2,744	240	2,504	1,143%	2,798	2,400	398	117%	2,880
16141 - GIS Services	16	320	(304)	5%	1,211	3,200	(1,989)	38%	3,840
<b>Total Business Development</b>	<b>11,446</b>	<b>10,444</b>	<b>1,002</b>	<b>110%</b>	<b>100,755</b>	<b>104,439</b>	<b>(3,684)</b>	<b>96%</b>	<b>125,326</b>
<b>Mobility &amp; Transportation</b>									
17001 - Transportation Inv. Contract	0	1,600	(1,600)	0%	0	16,000	(16,000)	0%	19,200
17010 - Engineering Services	0	2,667	(2,667)	0%	0	26,667	(26,667)	0%	32,000
17020 - Bridge Lighting Maint	93	0	93	100%	30,781	0	30,781	100%	0
17030 - Mobility Projects	0	3,467	(3,467)	0%	8,554	34,667	(26,113)	25%	41,600
<b>Total Mobility &amp; Transportation</b>	<b>93</b>	<b>7,734</b>	<b>(7,641)</b>	<b>1%</b>	<b>39,335</b>	<b>77,334</b>	<b>(37,999)</b>	<b>51%</b>	<b>92,800</b>
<b>Project Staffing &amp; Admin</b>									
16150 - Admin & Management	674	700	(26)	96%	6,832	7,000	(168)	98%	8,400
16160 - Reimbursable Expenses	3	427	(424)	1%	664	4,267	(3,603)	16%	5,120
16170 - Reimbursable Mileage	71	133	(62)	53%	2,093	1,333	760	157%	1,600
16180 - Postage, Deliveries	6	35	(29)	17%	158	347	(189)	46%	416
16190 - Printing & Reproduction	153	187	(34)	82%	2,243	1,867	376	120%	2,240
16200 - Public Notices, Advertising	0	213	(213)	0%	0	2,133	(2,133)	0%	2,560
16210 - Project Management	1,498	1,510	188	114%	14,977	13,104	1,873	114%	15,725
16215 - Director Of Services	2,157	2,258	(101)	96%	21,570	22,585	(1,015)	96%	27,102
16220 - Legal Services	1,622	640	982	253%	24,307	6,400	17,907	380%	7,680
16250 - Bookkeeping	416	416	0	100%	4,809	4,160	649	116%	4,992
16260 - Assess Data Mgmt & Billing Svcs	446	587	(141)	76%	5,638	5,867	(229)	96%	7,040
16270 - Office Supplies	0	80	(80)	0%	0	800	(800)	0%	960
16280 - Other	17	16	1	106%	188	160	28	118%	192
16290 - Office Lease Space	391	416	(25)	94%	3,883	4,160	(277)	93%	4,992
16291 - Office Equipment	0	107	(107)	0%	436	1,067	(631)	41%	1,280
16340 - Auditing Fees	0	0	0	0%	3,715	3,520	195	106%	3,520
16530 - Insurance & Surety Bond	0	0	0	0%	3,036	4,800	(1,764)	63%	4,800
<b>Total Project Staffing &amp; Admin</b>	<b>7,454</b>	<b>7,525</b>	<b>(71)</b>	<b>99%</b>	<b>94,549</b>	<b>83,570</b>	<b>10,979</b>	<b>113%</b>	<b>98,619</b>

Montrose Management District  
Revenue & Expenditures East Zone  
October 2014

	Oct 14	Budget	\$ Over Budget	% of Budget	Jan - Oct 14	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
<b>Security and Public Safety</b>									
15415 - Vehicle Maint. & Operations	300	1,013	(713)	30%	4,371	10,133	(5,762)	43%	12,160
15420 - Contract Public Safety Services	10,098	9,459	639	107%	95,831	94,587	1,244	101%	113,504
15425 - Mobile Camera Program	496	800	(304)	62%	8,335	8,000	335	104%	9,600
15430 - Cell Phone	48	48	0	100%	578	480	98	120%	576
16100 - Store Front Equipment	0	57	(57)	0%	0	567	(567)	0%	680
16102 - Public Safety Equipment	26	133	(107)	20%	271	1,333	(1,062)	20%	1,600
16110 - Graffiti Abatement	1,843	1,600	243	115%	17,823	16,000	1,823	111%	19,200
16115 - Nuisance Abatement	0	1,400	(1,400)	0%	0	14,000	(14,000)	0%	16,800
<b>Total Security and Public Safety</b>	<b>12,811</b>	<b>14,510</b>	<b>(1,699)</b>	<b>88%</b>	<b>127,209</b>	<b>145,100</b>	<b>(17,891)</b>	<b>88%</b>	<b>174,120</b>
<b>Visual Improvements &amp; Cultural</b>									
16212 - Beautification Design & Install	0	9,715	(9,715)	0%	16,833	97,152	(80,319)	17%	116,582
16213 - Landscape Maintenance	1,917	2,500	(583)	77%	14,804	25,000	(10,196)	59%	30,000
16216 - Holiday Design & Install	0	0	0	0%	0	0	0	0%	3,200
<b>Total Visual Improvements &amp; Cultural</b>	<b>1,917</b>	<b>12,215</b>	<b>(10,298)</b>	<b>16%</b>	<b>31,637</b>	<b>122,152</b>	<b>(90,515)</b>	<b>26%</b>	<b>149,782</b>
<b>Total Uses</b>	<b>33,721</b>	<b>52,428</b>	<b>(18,707)</b>	<b>64%</b>	<b>393,485</b>	<b>532,595</b>	<b>(139,110)</b>	<b>74%</b>	<b>640,647</b>
<b>Net Ordinary Revenue</b>	<b>(2,939)</b>	<b>(22,321)</b>	<b>19,382</b>	<b>13%</b>	<b>380,430</b>	<b>259,545</b>	<b>120,885</b>	<b>147%</b>	<b>228,153</b>
<b>Planned Reserves</b>	<b>(2,939)</b>	<b>(22,321)</b>	<b>19,382</b>	<b>13%</b>	<b>380,430</b>	<b>259,545</b>	<b>120,885</b>	<b>147%</b>	<b>228,153</b>

Montrose Management District  
Revenue & Expenditures West Zone  
October 2014

Sources of Funds	Oct 14	Budget	\$ Over Budget	% of Budget	Jan - Oct 14	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
14110-1 • Assessments.	4,259	2,239	2,020	190%	1,118,148	1,095,177	22,971	102%	1,095,177
14112-1 • Assessment Refunds.	0	1,530	(1,530)	0%	(19,634)	15,300	(34,934)	(128%)	18,360
14310-1 • Penalties & Interest.	1,031	1,417	(386)	73%	10,953	14,167	(3,214)	77%	17,000
14370-1 • Interest Earned on Temp. Inves	146	34	112	429%	1,551	340	1,211	456%	408
14380-1 • Interest.	12	6	6	200%	72	57	15	126%	68
14390-1 • Ending FY 2013 Fund Balance.	34,225	34,225	0	100%	342,251	342,251	0	100%	410,701
Total Sources	39,673	39,451	222	101%	1,453,341	1,467,292	(13,951)	99%	1,541,714
Uses of Funds									
Business Development									
16124-1 • Marketing & Public Rel Dir	2,045	2,150	(105)	95%	20,451	21,502	(1,051)	95%	25,803
16125-1 • Marketing & Public Relation	15,630	16,592	(962)	94%	171,305	165,920	5,385	103%	199,104
16135-1 • Economic Development Service	768	2,261	(1,493)	34%	12,604	22,610	(10,006)	56%	27,132
16140-1 • Web Site Maint./Host/I.T..	5,831	510	5,321	1,143%	5,910	5,100	810	116%	6,120
16141-1 • GIS Services.	34	680	(646)	5%	2,574	6,800	(4,226)	38%	8,160
Total Business Development	24,308	22,193	2,115	110%	212,844	221,932	(9,088)	96%	266,319
Mobility & Transportation									
17001-1 • Transportation Inv. Contract.	0	3,400	(3,400)	0%	0	34,000	(34,000)	0%	40,800
17010-1 • Engineering Services.	0	5,667	(5,667)	0%	0	56,667	(56,667)	0%	68,000
17020-1 • Bridge Lighting Maint.	197	0	197	100%	65,410	0	65,410	100%	0
17030-1 • Mobility Projects.	0	7,367	(7,367)	0%	18,178	73,667	(55,489)	25%	88,400
Total Mobility & Transportation	197	16,434	(16,237)	1%	83,588	164,334	(80,746)	51%	197,200
Project Staffing & Admin									
16150-1 • Admin & Management	1,426	1,488	(62)	96%	14,459	14,875	(416)	97%	17,850
16160-1 • Reimbursable Expenses.	6	907	(901)	1%	1,409	9,067	(7,658)	16%	10,880
16170-1 • Reimbursable Mileage.	150	283	(133)	53%	4,447	2,833	1,614	157%	3,400
16180-1 • Postage, Deliveries	13	74	(61)	18%	336	737	(401)	46%	884
16190-1 • Printing & Reproduction	324	397	(73)	82%	4,767	3,967	800	120%	4,760
16200-1 • Public Notices, Advertising	0	453	(453)	0%	0	4,533	(4,533)	0%	5,440
16210-1 • Project Management	3,172	2,785	387	114%	31,715	27,846	3,869	114%	33,415
16215-1 • Director Of Services	4,565	4,799	(234)	95%	45,647	47,993	(2,346)	95%	57,591
16220-1 • Legal Services.	3,447	1,360	2,087	253%	51,604	13,600	38,004	379%	16,320
16230-1 • Bookkeeping.	884	884	0	100%	10,221	8,840	1,381	116%	10,608
16260-1 • Assess Data Mgmt & Billing Svc	947	1,247	(300)	76%	11,981	12,467	(486)	96%	14,960
16270-1 • Office Supplies.	0	170	(170)	0%	0	1,700	(1,700)	0%	2,040
16280-1 • Other.	20	34	(14)	59%	165	340	(175)	49%	408
16290-1 • Office Lease Space.	819	884	(65)	93%	8,128	8,840	(712)	92%	10,608
16291-1 • Office Equipment.	0	227	(227)	0%	927	2,267	(1,340)	41%	2,720
16340-1 • Auditing Fees.	0	0	0	0%	7,885	7,480	405	105%	7,480
16530-1 • Insurance & Surety Bond.	0	0	0	0%	6,451	10,200	(3,749)	63%	10,200
Total Project Staffing & Admin	15,773	15,992	(219)	99%	200,142	177,585	22,557	113%	209,564

Montrose Management District  
Revenue & Expenditures West Zone  
October 2014

	Oct 14	Budget	\$ Over Budget	% of Budget	Jan - Oct 14	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
Security and Public Safety									
15415-1 · Vehicle Maint. & Operations.	638	2,153	(1,515)	30%	9,289	21,533	(12,244)	43%	25,840
15420-1 · Contract Public Safety Service	21,388	20,100	1,288	106%	199,090	200,997	(1,907)	99%	241,196
15425-1 · Mobile Camera Program.	1,054	1,700	(646)	62%	17,635	17,000	635	104%	20,400
15430-1 · Cell Phone.	103	102	1	101%	1,229	1,020	209	120%	1,224
16101-1 · Public Safety Training.	0	27	(27)	0%	0	267	(267)	0%	320
16102-1 · Public Safety Equipment.	54	283	(229)	19%	570	2,833	(2,263)	20%	3,400
16110-1 · Graffiti Abatement.	3,917	3,400	517	115%	37,857	34,000	3,857	111%	40,800
16115-1 · Nuisance Abatement.	0	2,975	(2,975)	0%	0	29,750	(29,750)	0%	35,700
Total Security and Public Safety	27,154	30,740	(3,586)	88%	265,670	307,400	(41,730)	86%	368,880
Visual Improvements & Cultural									
16212-1 · Identification Design & Install	0	20,645	(20,645)	0%	35,771	206,448	(170,677)	17%	247,738
16216-1 · Holiday Design & Install.	0	0	0	0%	0	0	0	0%	6,800
Total Visual Improvements & Cultural	0	20,645	(20,645)	0%	35,771	206,448	(170,677)	17%	254,538
Total Uses	67,432	106,004	(38,572)	64%	798,015	1,077,699	(279,684)	74%	1,296,501
Net Ordinary Revenue	(27,759)	(66,553)	38,794	42%	655,326	389,593	265,733	168%	245,213
Planned Reserves	(27,759)	(66,553)	38,794	42%	655,326	389,593	265,733	168%	245,213



Montrose Management District  
Revenue & Expenditures Total Zone  
October 2014

Sources of Funds	Oct 14	Budget	\$ Over Budget	% of Budget	Jan - Oct 14	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
14110-1 - Assessments.	4,259	2,239	2,020	190%	1,118,148	1,095,177	22,971	102%	1,095,177
14110 - Assessments	1,714	654	1,060	262%	493,560	497,620	(4,060)	99%	515,377
14112-1 - Assessment Refunds.	0	1,530	(1,530)	0%	(19,634)	15,300	(34,934)	(128%)	18,360
14112 - Assessment Refunds	(39)	720	(759)	(5%)	(10,767)	7,200	(17,967)	(190%)	8,640
14310-1 - Penalties & Interest.	1,031	1,417	(386)	73%	10,953	14,167	(3,214)	77%	17,000
14310 - Penalties & Interest	937	667	270	140%	9,441	6,667	2,774	142%	8,000
14370-1 - Interest Earned on Temp. Inves	146	34	112	429%	1,551	340	1,211	456%	408
14370 - Interest Earned on Temp. Invest	117	16	101	731%	1,181	160	1,021	738%	192
14380-1 - Interest.	12	6	6	200%	72	57	15	126%	68
14380 - Interest	6	3	3	200%	34	27	7	126%	32
14390-1 - Ending FY 2013 Fund Balance.	34,225	34,225	0	100%	342,251	342,251	0	100%	410,701
14390 - Ending FY 2013 Fund Balance	28,047	28,047	0	100%	280,466	280,466	0	100%	336,559
Total Sources	70,455	69,558	897	101%	2,227,256	2,259,432	(32,176)	99%	2,410,514
Uses of Funds									
Business Development									
16124-1 - Marketing & Public Rel Dir	2,945	2,150	(105)	95%	20,451	21,502	(1,051)	95%	25,803
16124 - Marketing & Public Rel Director	966	1,012	(46)	95%	9,664	10,119	(455)	96%	12,142
16125-1 - Marketing & Public Relations	15,630	16,592	(962)	94%	171,305	165,920	5,385	103%	199,104
16125 - Marketing & Public Relations	7,357	7,808	(451)	94%	81,162	78,080	3,082	104%	93,606
16135-1 - Economic Development Service	768	2,261	(1,493)	34%	12,604	22,610	(10,006)	56%	27,132
16135 - Economic Development Services	363	1,064	(701)	34%	5,920	10,640	(4,720)	56%	12,768
16140-1 - Web Site Main./Host/I.T..	5,830	510	5,320	1,143%	5,910	5,100	810	116%	6,120
16140 - Web Site Main./Host/I.T.	2,744	240	2,504	1,143%	2,798	2,400	398	117%	2,880
16141-1 - GIS Services.	34	680	(646)	5%	2,574	6,800	(4,226)	38%	8,160
16141 - GIS Services	16	320	(304)	5%	1,211	3,200	(1,989)	38%	3,840
Total Business Development	35,753	32,637	3,116	110%	313,599	326,371	(12,772)	96%	391,645
Mobility & Transportation									
17001-1 - Transportation Inv. Contract.	0	3,400	(3,400)	0%	0	34,000	(34,000)	0%	40,800
17001 - Transportation Inv. Contract	0	1,600	(1,600)	0%	0	16,000	(16,000)	0%	19,200
17010-1 - Engineering Services.	0	5,667	(5,667)	0%	0	56,667	(56,667)	0%	68,000
17010 - Engineering Services	0	2,667	(2,667)	0%	0	26,667	(26,667)	0%	32,000
17020-1 - Bridge Lighting Maint.	197	0	197	100%	65,410	0	65,410	100%	0
17020 - Bridge Lighting Maint	93	0	93	100%	30,781	0	30,781	100%	0
17030-1 - Mobility Projects.	0	7,367	(7,367)	0%	18,178	73,667	(55,489)	25%	88,400
17030 - Mobility Projects	0	3,467	(3,467)	0%	8,554	34,667	(26,113)	25%	41,600
Total Mobility & Transportation	290	24,168	(23,878)	1%	122,923	241,668	(118,745)	51%	290,000
Project Staffing & Admin									
16150-1 - Admin & Management	1,426	1,488	(62)	96%	14,459	14,875	(416)	97%	17,850
16150 - Admin & Management	674	700	(26)	96%	6,832	7,000	(168)	98%	8,400
16160-1 - Reimbursable Expenses.	6	907	(901)	1%	1,409	9,067	(7,658)	16%	10,880
16160 - Reimbursable Expenses	3	427	(424)	1%	664	4,267	(3,603)	16%	5,120
16170-1 - Reimbursable Mileage.	150	283	(133)	53%	4,447	2,833	1,614	157%	3,400
16170 - Reimbursable Mileage	71	133	(62)	53%	2,093	1,333	760	157%	1,600

Montrose Management District  
Revenue & Expenditures Total Zone  
October 2014

	Oct 14	Budget	\$ Over Budget	% of Budget	Jan - Oct 14	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
16180-1 • Postage, Deliveries	13	74	(61)	18%	336	737	(401)	46%	884
16180 • Postage, Deliveries	6	35	(29)	17%	158	347	(189)	46%	416
16190-1 • Printing & Reproduction	324	397	(73)	82%	4,767	3,967	800	120%	4,760
16190 • Printing & Reproduction	153	187	(34)	82%	2,243	1,867	376	120%	2,240
16200-1 • Public Notices, Advertising	0	453	(453)	0%	0	0	4,533	0%	5,440
16200 • Public Notices, Advertising	0	213	(213)	0%	0	2,133	(2,133)	0%	2,560
16210-1 • Project Management	3,172	2,785	387	114%	31,715	27,846	3,869	114%	33,415
16210 • Project Management	1,498	1,310	188	114%	14,977	13,104	1,873	114%	15,725
16215-1 • Director Of Services	4,565	4,799	(234)	95%	45,647	47,993	(2,346)	95%	57,591
16215 • Director Of Services	2,157	2,258	(101)	96%	21,570	22,585	(1,015)	96%	27,102
16220-1 • Legal Services.	3,447	1,360	2,087	253%	51,604	13,600	38,004	379%	16,320
16220 • Legal Services	1,622	640	982	253%	24,307	6,400	17,907	380%	7,680
16250-1 • Bookkeeping.	884	884	0	100%	10,221	8,840	1,381	116%	10,608
16250 • Bookkeeping	416	416	0	100%	4,809	4,160	649	116%	4,992
16260-1 • Assess Data Mgmt & Billing Svc	947	1,247	(300)	76%	11,981	12,467	(486)	96%	14,960
16260 • Assess Data Mgmt & Billing Svc	446	587	(141)	76%	5,638	5,867	(229)	96%	7,040
16270-1 • Office Supplies.	0	170	(170)	0%	0	1,700	(1,700)	0%	2,040
16270 • Office Supplies	0	80	(80)	0%	0	800	(800)	0%	960
16280-1 • Other.	20	34	(14)	59%	165	340	(175)	49%	408
16280 • Other	17	16	1	106%	188	160	28	118%	192
16290-1 • Office Lease Space.	819	884	(65)	93%	8,128	8,840	(712)	92%	10,608
16290 • Office Lease Space	391	416	(25)	94%	3,883	4,160	(277)	93%	4,992
16291-1 • Office Equipment.	0	227	(227)	0%	927	2,267	(1,340)	41%	2,720
16291 • Office Equipment	0	107	(107)	0%	436	1,067	(631)	41%	1,280
16340-1 • Auditing Fees.	0	0	0	0%	7,885	7,480	405	105%	7,480
16340 • Auditing Fees	0	0	0	0%	3,715	3,520	195	106%	3,520
16530-1 • Insurance & Surety Bond.	0	0	0	0%	6,451	10,200	(3,749)	63%	10,200
16530 • Insurance & Surety Bond	0	0	0	0%	3,036	4,800	(1,764)	63%	4,800
16600 • Payroll Expenses	2,441	3,200	(759)	76%	25,017	32,000	(6,983)	78%	38,400
Total Project Staffing & Admin	25,668	26,717	(1,049)	96%	319,708	293,155	26,553	109%	346,583
Security and Public Safety									
15415-1 • Vehicle Maint. & Operations.	638	2,153	(1,515)	30%	9,289	21,533	(12,244)	43%	25,840
15415 • Vehicle Maint. & Operations	300	1,013	(713)	30%	4,371	10,133	(5,762)	43%	12,160
15420-1 • Contract Public Safety Service	21,388	20,100	1,288	106%	199,090	200,997	(1,907)	99%	241,196
15420 • Contract Public Safety Services	10,098	9,459	639	107%	95,831	94,587	1,244	101%	113,504
15425-1 • Mobile Camera Program.	1,054	1,700	(646)	62%	17,635	17,000	635	104%	20,400
15425 • Mobile Camera Program	496	800	(304)	62%	8,335	8,000	335	104%	9,600
15430-1 • Cell Phone.	103	102	1	101%	1,229	1,020	209	120%	1,224
15430 • Cell Phone	48	48	0	100%	578	480	98	120%	576
16100 • Store Front Equipment	0	57	(57)	0%	0	567	(567)	0%	680
16101-1 • Public Safety Training.	0	27	(27)	0%	0	267	(267)	0%	320
16102-1 • Public Safety Equipment.	54	283	(229)	19%	570	2,833	(2,263)	20%	3,400
16102 • Public Safety Equipment	26	133	(107)	20%	271	1,333	(1,062)	20%	1,600
16110-1 • Graffiti Abatement.	3,917	3,400	517	115%	37,857	34,000	3,857	111%	40,800
16110 • Graffiti Abatement	1,843	1,600	243	115%	17,823	16,000	1,823	111%	19,200
16115-1 • Nuisance Abatement.	0	2,975	(2,975)	0%	0	29,750	(29,750)	0%	35,700
16115 • Nuisance Abatement	0	1,400	(1,400)	0%	0	14,000	(14,000)	0%	16,800
Total Security and Public Safety	39,965	45,250	(5,285)	88%	392,879	452,500	(59,621)	87%	543,000

Montrose Management District  
Revenue & Expenditures Total Zone  
October 2014

	Oct. 14	Budget	\$ Over Budget	% of Budget	Jan - Oct 14	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
<b>Visual Improvements &amp; Cultural</b>									
16212-1 • Identification Design & Install	0	20,645	(20,645)	0%	35,771	206,448	(170,677)	17%	247,738
16212 • Beautification Design & Install	0	9,715	(9,715)	0%	16,833	97,152	(80,319)	17%	116,582
16213 • Landscape Maintenance	1,917	2,500	(583)	77%	14,804	25,000	(10,196)	59%	30,000
16216-1 • Holiday Design & Install.	0	0	0	0%	0	0	0	0%	6,800
16216 • Holiday Design & Install	0	0	0	0%	0	0	0	0%	3,200
<b>Total Visual Improvements &amp; Cultural</b>	<b>1,917</b>	<b>32,860</b>	<b>(30,943)</b>	<b>6%</b>	<b>67,408</b>	<b>328,600</b>	<b>(261,192)</b>	<b>21%</b>	<b>404,520</b>
<b>Total Uses</b>	<b>103,593</b>	<b>161,632</b>	<b>(58,039)</b>	<b>64%</b>	<b>1,216,517</b>	<b>1,642,294</b>	<b>(425,777)</b>	<b>74%</b>	<b>1,975,548</b>
<b>Net Ordinary Revenue</b>	<b>(33,138)</b>	<b>(92,074)</b>	<b>58,936</b>	<b>36%</b>	<b>1,010,739</b>	<b>617,138</b>	<b>393,601</b>	<b>164%</b>	<b>434,966</b>
<b>Planned Reserves</b>	<b>(33,138)</b>	<b>(92,074)</b>	<b>58,936</b>	<b>36%</b>	<b>1,010,739</b>	<b>617,138</b>	<b>393,601</b>	<b>164%</b>	<b>434,966</b>





# Officer Payroll Report

Print to PDF

DATE	NAME	TOTAL HOURS	APPROVAL RATE	HOURLY COMPENSATION	TOTAL COMPENSATION
Oct-14					
Oct-14	Alms, Brian	10.00	\$43.00	\$430.00	\$430.00
Oct-14	Arroyo, Juan	62.00	\$43.00	\$2,666.00	\$2,666.00
Oct-14	Bass, Richard	20.00	\$43.00	\$860.00	\$860.00
Oct-14	Beserra, Victor	57.00	\$43.00	\$2,451.00	\$2,451.00
Oct-14	Blevins, Sean	15.00	\$43.00	\$645.00	\$645.00
Oct-14	Day, Aaron	78.00	\$43.00	\$3,354.00	\$3,354.00
Oct-14	Flores, Natalie	5.00	\$43.00	\$215.00	\$215.00
Oct-14	Gomez, Francisco	5.00	\$43.00	\$215.00	\$215.00
Oct-14	Gonzales, Ricardo	12.00	\$43.00	\$516.00	\$516.00
Oct-14	Jaquary, Lee	60.00	\$43.00	\$2,580.00	\$2,580.00
Oct-14	Laureano, Leon	49.00	\$43.00	\$2,107.00	\$2,107.00
Oct-14	Mabasa, Joseph	115.00	\$43.00	\$4,945.00	\$4,945.00
Oct-14	Obenhaus, John	42.00	\$43.00	\$1,806.00	\$1,806.00
Oct-14	Ramos, Adelberto	50.00	\$43.00	\$2,150.00	\$2,150.00
Oct-14	Thibodeaux, Todd	35.00	\$43.00	\$1,505.00	\$1,505.00
Oct-14	Wall, Chad	17.00	\$43.00	\$731.00	\$731.00
Period Total		16		\$27,176.00	\$30,676.00
Grand Total		16		\$27,176.00	\$30,676.00

**PAID**  
Check # 4432-4447

Montrose Management District  
Security Expenses  
October 2014

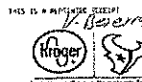
Total \$ 545.00

Victor Beserra  
Van B...



Great Food.  
Low Prices.

3600 WESTPORT BLVD.  
HOUSTON, TX 77058  
1-800-451-1000



Great Food.  
Low Prices.

3600 WESTPORT BLVD.  
HOUSTON, TX 77058  
1-800-451-1000

Low Prices.

3600 WESTPORT BLVD.  
HOUSTON, TX 77058  
1-800-451-1000

3600 WESTPORT BLVD.  
HOUSTON, TX 77058  
1-800-451-1000



Great Food.  
Low Prices.

3600 WESTPORT BLVD.  
HOUSTON, TX 77058  
1-800-451-1000

V. Beserra  
3600 Westport Blvd  
Houston, TX 77058  
713-524-1111

Approved to purchase 2014  
Security Expenses  
10/29/14

APPROVED

CUSTOMER COPY

V. Beserra

3600 Westport Blvd  
Houston, TX 77058  
713-524-1111

APPROVED

CUSTOMER COPY

V. Beserra

3600 Westport Blvd  
Houston, TX 77058  
713-524-1111

APPROVED

Saturday, November 01, 2014

Page 1 of 1



Equi-Tax Inc.

Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

17111 Rolling Creek Drive, Suite 200, Houston, Texas 77058  
P.O. Box 73109, Houston, Texas 77273  
Customer Service 281.444.3946 fax 281.440.8304

DATE: 10/07/2014

LEGAL DESCRIPTION

MURLAND DENNIS L  
115 HYDE PARK BLVD  
HOUSTON TX 77006-3204

LTS 5 6 7 & 8 BLK 17  
FAIRGROUNDS EXTN

115 HYDE PARK BLVD

MONTROSE MD EAST

ACCOUNT NUMBER: 92/014/029/000/0005  
TAX YEAR: 2013  
REF No.: 0885763

DATE PROCESSED: 10/07/2014  
RECEIPT NUMBER: 92130094  
DEPOSIT BATCH No.: RP141007

## NOTICE OF CHANGE IN TAX LIABILITY

We have been notified by the Appraisal District of a change in the appraisal of your property that has resulted in a change in your tax liability for the 2013 tax year.

The explanation of the change is:

- ☐ Decrease in Appraised Value
- ☐ Exemption(s) Added
- ☐ Homestead
- ☐ Over 65
- ☐ Disabled Person
- ☐ Disabled Veteran

- ☐ Account Prorated
- ☐ Account Deleted
- ☒ Rendition Penalty Waived
- Other: MISS 2013-55921

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 \$30.00.

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

If you need more information, call Customer Service at 281.444.3946.

**PAID**  
Check # 4449



Equi-Tax Inc.

Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

17111 Rolling Creek Drive, Suite 200, Houston, Texas 77058  
P.O. Box 73109, Houston, Texas 77273  
Customer Service 281.444.3946 fax 281.440.8304

DATE: 09/22/2014

LEGAL DESCRIPTION

ME DEVELOPMENT CO & SPP  
4545 BISSONNET ST STE 100  
BELLAIR TX 77401-3000

TRS 1B 2A 3 4 5A 6 7 & 8 BLK B  
ALDERMAN PLACE

3615 S SHEPHERD DR

MONTROSE MD WEST

ACCOUNT NUMBER: 94/054/058/000/0003  
TAX YEAR: 2013  
REF No.: 0885622

DATE PROCESSED: 09/22/2014  
RECEIPT NUMBER: 94130631  
DEPOSIT BATCH No.: RP140922

## NOTICE OF CHANGE IN TAX LIABILITY

We have been notified by the Appraisal District of a change in the appraisal of your property that has resulted in a change in your tax liability for the 2013 tax year.

The explanation of the change is:

- ☐ Decrease in Appraised Value
- ☐ Exemption(s) Added
- ☐ Homestead
- ☐ Over 65
- ☐ Disabled Person
- ☐ Disabled Veteran

- ☐ Account Prorated
- ☐ Account Deleted
- ☒ Rendition Penalty Waived
- Other: MISS 2013-51499

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 \$188.35.

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

If you need more information, call Customer Service at 281.444.3946.

**PAID**  
Check # 4450



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

www.equitaxinc.com

17111 Rolling Creek Drive, Suite 200, Houston, Texas 77059  
P.O. Box 77109, Houston, Texas 77273  
Customer Service 281.444.3946 Fax 281.440.8304

DATE: 10/07/2014

LEGAL DESCRIPTION

RAVARI STAVOSH F  
KIMBALL - RAVARI LAURA  
220 WESTHINER RD  
HOUSTON TX 77006-3222

LT 13 BLK 8  
AVONDALE

220 WESTHINER RD

MONROSE MD EAST

ACCOUNT NUMBER: 92/004/139/000/0013  
TAX YEAR: 2013  
REF No.: 0885762

DATE PROCESSED: 10/07/2014  
RECEIPT NUMBER: 92130021  
DEPOSIT BATCH No.: RP141007

#### NOTICE OF CHANGE IN TAX LIABILITY

We have been notified by the Appraisal District of a change in the appraisal of your property that has resulted in a change in your tax liability for the 2013 tax year.

The explanation of the change is:

<input type="checkbox"/> Decrease in Appraised Value	<input type="checkbox"/> Account Proxated
<input type="checkbox"/> Exemption(s) Added	<input type="checkbox"/> Account Deleted
<input type="checkbox"/> Homestead	<input checked="" type="checkbox"/> Rendition Penalty Waived
<input type="checkbox"/> Over 65	Other: <u>CAUSE 2013-55921</u>
<input type="checkbox"/> Disabled Person	
<input type="checkbox"/> Disabled Veteran	

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 \$9.35.

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

If you need more information, call Customer Service at 281.444.3946.



5020 Investments Ltd  
5020 Montrose Blvd., 9th Floor  
Houston, TX 77006

## Statement

Date  
10/09/2014

To:  
Montrose Management District  
P.O. Box 22167  
Houston, Texas 77227

Date	Transaction	Amount Due	Amount Enc.
		\$10.00	
05/01/2014	INV #812, Orig. Amount \$1210.00. --- BASE RENT \$1,200.00 --- Access Cards \$10.00	10.00	10.00
<b>PAID</b> Check # <u>4452</u>			
CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE
0.00	0.00	10.00	0.00
		OVER 90 DAYS PAST DUE	Amount Due
		0.00	\$10.00

*Past due please remit*

**ally**

PO BOX 36002  
BLOOMINGTON MN 55438-0902

THE MONROSE MANAGEMENT  
PO BOX 22167  
HOUSTON TX 77227

Account Number: 011920298617  
STATEMENT TOTAL: \$469.00  
TOTAL AMOUNT PAID: \$

PAYMENT PROCESSING CENTER  
PO BOX 78234  
PHOENIX AZ 85062-8234

04 07 611 9202 98617 2 00046900 7 7 6

**ally**

PO BOX 36002  
BLOOMINGTON MN 55438-0902

THE MONROSE MANAGEMENT  
PO BOX 22167  
HOUSTON TX 77227

Account Number: 011920297091  
STATEMENT TOTAL: \$469.00  
TOTAL AMOUNT PAID: \$

PAYMENT PROCESSING CENTER  
PO BOX 78234  
PHOENIX AZ 85062-8234

04 07 611 9202 97691 8 00046900 7 7 4

Do not send cash or post-dated checks. All checks will be deposited upon receipt. Make checks payable to ALLY. Return the above portion with your payment to the Payment Processing Center address above.

Questions? Visit allyauto.com or call 888-925-2559 (ALLY)

**ally**

Account Number: 011920298617  
Make/Model: 14 JEEP GRAND CHEROK  
VIN: 1C4RJEAQ3C348220

Payments Remaining: 27  
Scheduled End Date: 01/12/17

#### Account Summary

Next Payment:	Past Due Payments:	Other Unpaid Amounts:
Due Date: 10/13/14	Due Date: Amount:	Late Charge:
Base Payment: \$469.00		Extension Fee:
Sales/Use Tax:		Summons:
Per. Property Tax:		Registration Fee:
Other Scheduled:		Miscellaneous:
Total: \$469.00	Total:	Total:

STATEMENT TOTAL: \$469.00 Statement reflects payment(s) received through: 09/19/14

**Additional Payment Options:**  
Automatic Payments - Allow your payment to be automatically transferred from your checking or savings account to Ally. Please visit allyauto.com for more information.  
Online Payments - Register for Ally Online Services at allyauto.com, add your account, then schedule one-time payments at your convenience.  
Other Payment Options - To hear available options call 888-925-2559. A third party service provider fee may apply.

#### Important Account Messages

**PAID**  
Check # 4453

Have you downloaded our brand new Ally Auto Mobile Pay app yet? If not, you're missing out on the chance to make your vehicle payment on the go - whenever, wherever. Visit us at ally.com/auto and click on Ally Auto Mobile Pay to learn more.

Your best ownership experience begins here. Your Jeep® Brand vehicle has exciting features and exciting flexibility. So does Mopar® Owner Connect. It offers fast, easy access to vehicle information, quick-tip videos, offers and more - all at no cost to you. Register today at moparownerconnect.com.

Do not send cash or post-dated checks. All checks will be deposited upon receipt. Make checks payable to ALLY. Return the above portion with your payment to the Payment Processing Center address above.

Questions? Visit allyauto.com or call 888-925-2559 (ALLY)

**ally**

Account Number: 011920297091  
Make/Model: 14 JEEP GRAND CHEROK  
VIN: 1C4RJEAQ3C322590

Payments Remaining: 27  
Scheduled End Date: 01/12/17

#### Account Summary

Next Payment:	Past Due Payments:	Other Unpaid Amounts:
Due Date: 10/13/14	Due Date: Amount:	Late Charge:
Base Payment: \$469.00		Extension Fee:
Sales/Use Tax:		Summons:
Per. Property Tax:		Registration Fee:
Other Scheduled:		Miscellaneous:
Total: \$469.00	Total:	Total:

STATEMENT TOTAL: \$469.00 Statement reflects payment(s) received through: 09/19/14

**Additional Payment Options:**  
Automatic Payments - Allow your payment to be automatically transferred from your checking or savings account to Ally. Please visit allyauto.com for more information.  
Online Payments - Register for Ally Online Services at allyauto.com, add your account, then schedule one-time payments at your convenience.  
Other Payment Options - To hear available options call 888-925-2559. A third party service provider fee may apply.

#### Important Account Messages

**PAID**  
Check # 4453

Have you downloaded our brand new Ally Auto Mobile Pay app yet? If not, you're missing out on the chance to make your vehicle payment on the go - whenever, wherever. Visit us at ally.com/auto and click on Ally Auto Mobile Pay to learn more.

Your best ownership experience begins here. Your Jeep® Brand vehicle has exciting features and exciting flexibility. So does Mopar® Owner Connect. It offers fast, easy access to vehicle information, quick-tip videos, offers and more - all at no cost to you. Register today at moparownerconnect.com.

Amber N. Ambrose	6431 Fairwood Dr. Houston, TX 77088 Phone: 281.413.6811 E-Mail: amber@ambroseambrose.com
------------------	---

Bill To: Ship To: Invoice No.: 216 Payment Terms:  
Montrose District N/A Mail check to above  
Amber Ambrose  
6431 Fairwood Dr.  
Houston, TX 77088

Date	Order No.
10/31/14	

Quantity	Month	Description	Unit Price	Total
1 month	November 2014	Editorial and content creation services (see writer's agreement)	\$975	\$975

Subtotal:	\$975
Paypal Percentage (4%):	n/a
Paypal Fee:	n/a
Miscellaneous:	n/a
Balance Due:	\$975

**PAID**  
Check # 4454

**BIO**

Landscape & Maintenance  
10892 Shadow Wood Dr. || Houston TX 77043  
Tel 713.462.8552 || Fax 713.690.6461

**Invoice**

Invoice: INV-000066341  
Invoice Date: July 31, 2014  
Customer Number: 19712  
PO Number:  
Bill To: Montrose Management District  
5020 Montrose, Suite 111  
Houston, TX 77005  
Remit To: BIO Landscape & Maintenance, Inc  
Attn: Accounts Receivable  
10892 Shadow Wood Dr.  
Houston, TX 77043  
Terms: NET 30  
Project Number: 10201183.201.00003  
Project Name: Montrose Mgmt Dist maint  
Montrose Mgmt Dist, ENH  
Invoice Due Date: August 30, 2014  
Invoice Amount: \$607.28  
Description: Lawn maintenance for 7/31/14  
Quantity: 1.00  
Price: \$61.00  
Amount: \$61.00

Net Invoice: \$61.00  
Sales Tax: \$46.28  
Invoice Total: \$607.28

**PAID**  
Check # 4455

BIO Landscape & Maintenance, Inc. is licensed by the Structural Pest Control Board of Texas (L.C. #7218) for chemical applications. The board has jurisdiction over individuals licensed under the Structural Pest Control Act, Structural Pest Control Board, 1106 Clayton Ln., #100 Austin, Texas 78757 (512) 451-7200.  
Inquiries in Texas are regulated by the Texas National Commission on Environmental Quality (TCEQ) (MC-178) P.O. Box 13087, Austin, Texas 78711-3087 TCEQ's website is: www.tceq.state.tx.us

Should you have any questions or inquiries please call (713) 462-8552.

**BIO**

Landscape & Maintenance  
10892 Shadow Wood Dr. || Houston TX 77043  
Tel 713.462.8552 || Fax 713.690.6461

**Invoice**

Invoice: INV-000069853  
Invoice Date: October 1, 2014  
Customer Number: 19712  
PO Number:  
Bill To: Montrose Management District  
5020 Montrose, Suite 111  
Houston, TX 77005  
Remit To: BIO Landscape & Maintenance, Inc  
Attn: Accounts Receivable  
10892 Shadow Wood Dr.  
Houston, TX 77043  
Branch Code: 01.04.220.010  
Project Number: 10201183.101  
Project Name: Montrose Management District  
Property Address:  
Invoice Due Date: October 1, 2014  
Invoice Amount: \$2,074.78  
Month of Service: October 2014

Description	Quantity	Unit Price	Amount
Monthly Landscape Maintenance	1	1,916.66	1,916.66

Net Invoice: 1,916.66  
Sales Tax: 158.12  
Invoice Total: 2,074.78

**PAID**  
Check # 4455

BIO Landscape & Maintenance, Inc. is licensed by the Structural Pest Control Board of Texas (L.C. #7218) for chemical applications. The board has jurisdiction over individuals licensed under the Structural Pest Control Act, Structural Pest Control Board, 1106 Clayton Ln., #100 Austin, Texas 78757 (512) 451-7200.

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Should you have any questions or inquiries please call (713) 462-8552.

**BIO**

Landscape & Maintenance  
10892 Shadow Wood Dr. || Houston TX 77043  
Tel 713.462.8552 || Fax 713.690.6461

**Invoice**

Invoice: INV-000072226  
Invoice Date: November 1, 2014  
Customer Number: 19712  
PO Number:  
Bill To: Montrose Management District  
5020 Montrose, Suite 111  
Houston, TX 77005  
Remit To: BIO Landscape & Maintenance, Inc  
Attn: Accounts Receivable  
10892 Shadow Wood Dr.  
Houston, TX 77043  
Branch Code: 01.04.220.010  
Project Number: 10201183.101  
Project Name: Montrose Management District  
Property Address:  
Invoice Due Date: November 1, 2014  
Invoice Amount: \$2,074.78  
Month of Service: November 2014

Description	Quantity	Unit Price	Amount
Monthly Landscape Maintenance	1	1,916.66	1,916.66

Net Invoice: 1,916.66  
Sales Tax: 158.12  
Invoice Total: 2,074.78

**PAID**  
Check # 4455

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Should you have any questions or inquiries please call (713) 462-8552.



# BLANK ROME LLP

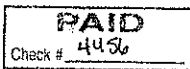
700 LOUISIANA  
SUITE 4000  
HOUSTON, TEXAS 77002-2727  
(713) 228-8801 FAX: (713) 228-6505  
FEDERAL TAX ID. NO. 23-1311874

MONTROSE MANAGEMENT DISTRICT  
C/O BILL CALDERON  
HAWES ILL. CALDERON LLP  
9610 LONGPOINT  
HOUSTON, TX 77005  
SUITE 150

INVOICE DATE: OCTOBER 06, 2014  
MATTER NO. 139016-00601 02752  
INVOICE NO. 1441471

REGARDING: MONTROSE MANAGEMENT DISTRICT  
CAUSE NO. 2012-20396; 1620 HAWTHORNE LTD. VS. MONTROSE  
MANAGEMENT DISTRICT; IN THE 333RD JUDICIAL DISTRICT  
COURT OF HARRIS COUNTY, TEXAS

DATE	INVOICE	AMOUNT	CREDITS	BALANCE
09/04/14	1433409	1,445.48	0.00	1,445.48
BALANCE FORWARD				\$ 1,445.48
FOR LEGAL SERVICES RENDERED THROUGH 09/30/14				\$ 482.00
FOR DISBURSEMENTS ADVANCED THROUGH 09/30/14				11.07
CURRENT INVOICE TOTAL				\$ 493.07
TOTAL AMOUNT DUE				\$ 1,938.55



ACH / WIRE		MAIL
BANK NAME:	RBS Citizens Bank	Blank Rome LLP
ADDRESS:	Philadelphia, PA	Attn: Cash Receipts
ACCOUNT TITLE:	Blank Rome LLP	One Logan Square
ACCOUNT NUMBER:	6238669326	130 North 18th Street
ABA NUMBER:	036076150 (Domestic)	Philadelphia, PA 19103-6998
SWIFT CODE:	CTZHU333 (International)	

PENNSYLVANIA NEW YORK NEW JERSEY DELAWARE WASHINGTON, DC FLORIDA CALIFORNIA OHIO TEXAS SHANGHAI

MONTROSE MANAGEMENT DISTRICT  
FILE NUMBER: 139016-00601

PAGE NUMBER: 2  
INVOICE NO. 1441471  
OCTOBER 06, 2014

DATE	DESCRIPTION	TIMEKEEPER	HOURS	AMOUNT
09/26/14	RECEIPT OF NOTICE OF REQUEST FOR RESPONSE TO PETITION FOR REVIEW; FORWARD SAME TO C. LORD AND B. CALDERON; EMAIL EXCHANGES WITH B. CALDERON REGARDING SAME	B ABRAMS	0.20	\$5.00
TOTAL SERVICES				\$ 482.00

FOR DISBURSEMENTS ADVANCED THROUGH SEPTEMBER 30, 2014

DESCRIPTION	AMOUNT
MYFILERUNNER - HOUSTON OFFICE ONLY	9.57
TELECOPIER/FAX	1.50
TOTAL DISBURSEMENTS	\$ 11.07
CURRENT INVOICE TOTAL	\$ 493.07
TIME AND FEE SUMMARY	
TIMEKEEPER	RATE HOURS FEES
BARRY ABRAMS	425.00 0.80 340.00
JACK W. HIGDON	355.00 0.40 142.00
TOTALS	1.20 \$ 482.00

PENNSYLVANIA NEW YORK NEW JERSEY DELAWARE WASHINGTON, DC FLORIDA CALIFORNIA OHIO TEXAS SHANGHAI

# BLANK ROME LLP

700 LOUISIANA  
SUITE 4000  
HOUSTON, TEXAS 77002-2727  
(713) 228-8801 FAX: (713) 228-6505  
FEDERAL TAX ID. NO. 23-1311874

MONTROSE MANAGEMENT DISTRICT  
C/O BILL CALDERON  
HAWES ILL. CALDERON LLP  
9610 LONGPOINT  
HOUSTON, TX 77005  
SUITE 150

INVOICE DATE: OCTOBER 06, 2014  
MATTER NO. 139016-00601 02752  
INVOICE NO. 1441471

REGARDING: MONTROSE MANAGEMENT DISTRICT  
CAUSE NO. 2012-20396; 1620 HAWTHORNE LTD. VS. MONTROSE  
MANAGEMENT DISTRICT; IN THE 333RD JUDICIAL DISTRICT  
COURT OF HARRIS COUNTY, TEXAS

FOR LEGAL SERVICES RENDERED THROUGH SEPTEMBER 30, 2014

DATE	DESCRIPTION	TIMEKEEPER	HOURS	AMOUNT
09/02/14	EMAIL FROM MEDIATOR AND RESPONSE REGARDING STATUS OF APPEAL AND STAY OF LITIGATION	B ABRAMS	0.10	42.50
09/05/14	RECEIPT OF TRIAL NOTICE REGARDING VARIOUS PRETRIAL FILING DEADLINES	B ABRAMS	0.10	42.50
09/05/14	RECEIPT AND REVIEW OF TRIAL PREP ORDER & ORDER RELATED TO TRIAL; RECEIPT AND REVIEW OF B. ABRAMS LETTER TO THE COURT REQUESTING REMOVAL FROM TRIAL DOCKET IN LIGHT OF PENDING APPEAL; RECEIPT AND REVIEW OF EMAILS FROM B. ABRAMS TO STAFF DIRECTING FOLLOW UP WITH THE COURT	J HIGDON	0.40	142.00
09/08/14	CONFIRMATION FROM TRIAL COORDINATOR REGARDING CASE REMOVED FROM DOCKET AND REQUEST FOR NOTICE OF STAY	B ABRAMS	0.10	42.50
09/15/14	DRAFT NOTICE OF STAY; EMAIL EXCHANGE WITH A. TAYLOR REGARDING FILING SAME	B ABRAMS	0.20	85.00
09/16/14	ATTENTION TO FILING JOINT NOTICE OF STAY	B ABRAMS	0.10	42.50

PENNSYLVANIA NEW YORK NEW JERSEY DELAWARE WASHINGTON, DC FLORIDA CALIFORNIA OHIO TEXAS SHANGHAI

## Bracewell & Giuliani LLP

ATTORNEYS AT LAW

P. O. Box 84498  
Dallas, TX 75284-4548  
713 223-2300  
FAX 713 223-2300  
TAX ID 74-1024827

Page 1

Montrose Management District  
3815 Montrose Boulevard  
Suite 211  
Houston, Texas 77006

October 6, 2014  
Invoice: 21595760  
B/A: 04674

Our Matter #: 051914.000001 For Services Through September 30, 2014  
General Counsel

		Hours	Rate/Hr	Amount
09/08/14	Prepare for and attend Board meeting	Clark Stockton Lord	2.00	\$35.50
09/18/14	Prepare email to B Calderon regarding the preparation for the hearing on the supplemental roll	Deborah Russell	0.25	305.00
09/19/14	Prepare the notice of hearing on the supplemental roll for publishing and mailing for both the east and west portions of the District; discussions with C. Lord regarding same; revise the scripts for the east and west portions to change the dates of the hearing and to note missing items; discussions regarding the reservation of a conference room for the hearing; finalize the notices; prepare email to the Houston Business Journal transmitting the notices for publication; prepare email to P. Hall transmitting the notices for mailing; telephone conference with Lenora of the Houston Business Journal regarding questions about the publication	Deborah Russell	1.25	305.00
09/22/14	Proof the notices of hearing on the supplemental rolls; email to the Houston Business Journal regarding same	Deborah Russell	0.25	305.00
09/24/14	Email correspondence with Equitax regarding the notices of the hearing on the supplemental roll	Deborah Russell	0.25	305.00
09/25/14	Prepare email to C. Oliver and Equitax transmitting the notices of hearing on the supplemental roll for mailing	Deborah Russell	0.25	305.00
09/30/14	Discuss projects with G. Coleman	Clark Stockton Lord	1.00	\$35.50

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

Page 2

October 6, 2014  
Invoice: 21595760

	Hours	Rate/Hr	Amount
Clark Stockton Lord	3.00	535.50	1,606.50
Deborah Russell	2.25	305.00	686.25
Total	5.25	420.25	2,292.75

\$ 2,292.75

**\$ 2,292.75**

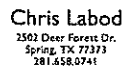
**PAID**  
Check # 4458

Amount Paid	\$3.00	Discount	\$0.00
Amount Due	\$1,125.00	Shipping Cost	\$65.00
		<b>Sub Total:</b>	<b>\$1,125.00</b>

<b>Total</b>	<b>\$1,125.00</b>
--------------	-------------------

0 - 30 days	31 - 60 days	61 - 90 days	> 90 days	Total
\$1,125.00	\$0.00	\$0.00	\$0.00	\$1,125.00

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



Montrose Management District  
5020 Montrose, Suite 311  
Houston TX 77006

Nov 01, 2014  
Invoice # 2014-11-240  
Website Maintenance

item	hrs / qty	rate / price	taxes	subtotal
PHD Website Maintenance	00:00	\$350.00		\$350.00

Monthly retainer for Montrose  
Management District website maintenance

PAID  
Check # 4459

Subtotal \$350.00

Total due by Nov 15, 2014	\$250.00
---------------------------	----------



a:Roan@CrackedFox.com c: +1 713.364.4012 www.CrackedFox.com

Date	Invoice No.	Terms
10/09/14	487	Net 30
Payments/Credits	Balance Due	
\$0.00	\$2,500.00	

**Bill To:**

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

Item	Description	Quantity	Rate	Amount
Design	October recycle postcard	1.2	75.00	90.00
Design	Rivas save the date postcard	2.2	75.00	165.00
Design	October recycle banner	1.4	75.00	105.00
Design	Real Estate luncheon flyer	3.5	75.00	262.50
Design	Nikos lighting ceremony	3.1	75.00	232.50
Design	Postcard for Holiday Decoration contest	2.2	75.00	165.00
Design	Postcard - Mixer & Holiday Contest	2	75.00	150.00
Design	Postcard w/ nikos lighting & holiday	3.2	75.00	240.00
Design	Design of facebook covers (4 - Halloween, Holiday Contest, Mixer, Lighting)	3.33	75.00	249.75
1	Branding, Marketing and Research including logo quality assurance in usage and recreation of logos used in district print collateral	0.4	75.00	30.00
2	Editing, proof reading, and checking for website, information/hypermink integrity	2	75.00	150.00
3	Meetings, Correspondence, Phone Calls, and Invoicing	1.2	75.00	90.00
4	Photography: editing, color correction, airbrushing, cropping etc.) for use in web and print collateral. Captioning and Keywording of galleries for district usage and external search engines. Archiving district images to external harddrives, wetrades, and DVDs for backup	1.3	75.00	97.50
5	Providing licensing, stock photography, and partner requests and print requests Social media: Facebook/twitter/pinterest/instagram updates, photo galleries, posting, tagging, creation of	2.4	75.00	180.00

Total

*Thank you for your business.*

PAID  
Check # 4460



hello! you have an invoice from:

### Cracked Fox

14715 Carriage Park Dr. Humble, TX 77396

eRoan@CrackedFox.com c: +1 713.384.4012 www.CrackedFox.com

#### Bill To:

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

Date	Invoice No.	Terms
10/09/14	487	Net 30
Payments/Credits	Balance Due	
\$0.00	\$2,500.00	

Item	Description	Quantity	Rate	Amount
6	cover photos, Backup monitoring of feedback, with response and interaction with visitors requests/questions	4	75.00	300.00
Discount	Print and Web resolution creation of files in proper formats for distribution to printers, web developers, partners and staff.		-7.25	-7.25
Total				\$2,500.00

Thank you for your business

### Invoice

11012014  
11/1/2014

Gretchen Larson  
Montrose Management District  
5020 Montrose Blvd.  
Suite 300  
Houston, Texas, 77005

Gretchen Larson  
Montrose Management District  
5020 Montrose Blvd.  
Suite 300  
Houston, Texas, 77005

Business Ambassador Contract \$2,400.00

\$0.00	\$0.00
\$2,400.00	\$0.00
	\$2,400.00

PAID

Check # 4461

0 - 30 days	31 - 60 days	61 - 90 days	> 90 days	Total
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

*Senior Becker 10/31/14*



e-vision1.com  
e-Vision 1 Productions, LLC  
2522 Palo Pinto Dr.  
Houston, TX 77080  
Phone 713-703-4811

### INVOICE

Date: October 1, 2014  
Invoice # 29

For: Oct 2014 Video Development

To:  
Gretchen Larson  
Director of Economic Development  
Montrose Management District  
5020 Montrose, suite 311  
Houston, TX 77005  
1713) 595.1215

DESCRIPTION	QTY	RATE	AMOUNT
MMD Video Development for OCTOBER 2014	1.00	2500.00	\$ 2,500.00
Tax exemption			
SUBTOTAL			\$ 2,500.00
NO SALES TAX @ 8.25%			
OTHER			
TOTAL			\$ 2,500.00

PAID

Check # 4462

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

THANK YOU FOR YOUR BUSINESS!

Date	Description	Amount	Category	Bill to Dept.
10/01/2014	Business Mileage	10	Travel	Y
10/02/2014	Business Mileage	10	Travel	Y
10/03/2014	Business Mileage	10	Travel	Y
10/04/2014	Business Mileage	10	Travel	Y
10/05/2014	Business Mileage	10	Travel	Y
10/06/2014	Business Mileage	10	Travel	Y
10/07/2014	Business Mileage	10	Travel	Y
10/08/2014	Business Mileage	10	Travel	Y
10/09/2014	Business Mileage	10	Travel	Y
10/10/2014	Business Mileage	10	Travel	Y
10/11/2014	Business Mileage	10	Travel	Y
10/12/2014	Business Mileage	10	Travel	Y
10/13/2014	Business Mileage	10	Travel	Y
10/14/2014	Business Mileage	10	Travel	Y
10/15/2014	Business Mileage	10	Travel	Y
10/16/2014	Business Mileage	10	Travel	Y
10/17/2014	Business Mileage	10	Travel	Y
10/18/2014	Business Mileage	10	Travel	Y
10/19/2014	Business Mileage	10	Travel	Y
10/20/2014	Business Mileage	10	Travel	Y
10/21/2014	Business Mileage	10	Travel	Y
10/22/2014	Business Mileage	10	Travel	Y
10/23/2014	Business Mileage	10	Travel	Y
10/24/2014	Business Mileage	10	Travel	Y
10/25/2014	Business Mileage	10	Travel	Y
10/26/2014	Business Mileage	10	Travel	Y
10/27/2014	Business Mileage	10	Travel	Y
10/28/2014	Business Mileage	10	Travel	Y
10/29/2014	Business Mileage	10	Travel	Y
10/30/2014	Business Mileage	10	Travel	Y
10/31/2014	Business Mileage	10	Travel	Y
11/01/2014	Business Mileage	10	Travel	Y
11/02/2014	Business Mileage	10	Travel	Y
11/03/2014	Business Mileage	10	Travel	Y
11/04/2014	Business Mileage	10	Travel	Y
11/05/2014	Business Mileage	10	Travel	Y
11/06/2014	Business Mileage	10	Travel	Y
11/07/2014	Business Mileage	10	Travel	Y
11/08/2014	Business Mileage	10	Travel	Y
11/09/2014	Business Mileage	10	Travel	Y
11/10/2014	Business Mileage	10	Travel	Y
11/11/2014	Business Mileage	10	Travel	Y
11/12/2014	Business Mileage	10	Travel	Y
11/13/2014	Business Mileage	10	Travel	Y
11/14/2014	Business Mileage	10	Travel	Y
11/15/2014	Business Mileage	10	Travel	Y
11/16/2014	Business Mileage	10	Travel	Y
11/17/2014	Business Mileage	10	Travel	Y
11/18/2014	Business Mileage	10	Travel	Y
11/19/2014	Business Mileage	10	Travel	Y
11/20/2014	Business Mileage	10	Travel	Y
11/21/2014	Business Mileage	10	Travel	Y
11/22/2014	Business Mileage	10	Travel	Y
11/23/2014	Business Mileage	10	Travel	Y
11/24/2014	Business Mileage	10	Travel	Y
11/25/2014	Business Mileage	10	Travel	Y
11/26/2014	Business Mileage	10	Travel	Y
11/27/2014	Business Mileage	10	Travel	Y
11/28/2014	Business Mileage	10	Travel	Y
11/29/2014	Business Mileage	10	Travel	Y
11/30/2014	Business Mileage	10	Travel	Y
12/01/2014	Business Mileage	10	Travel	Y
12/02/2014	Business Mileage	10	Travel	Y
12/03/2014	Business Mileage	10	Travel	Y
12/04/2014	Business Mileage	10	Travel	Y
12/05/2014	Business Mileage	10	Travel	Y
12/06/2014	Business Mileage	10	Travel	Y
12/07/2014	Business Mileage	10	Travel	Y
12/08/2014	Business Mileage	10	Travel	Y
12/09/2014	Business Mileage	10	Travel	Y
12/10/2014	Business Mileage	10	Travel	Y
12/11/2014	Business Mileage	10	Travel	Y
12/12/2014	Business Mileage	10	Travel	Y
12/13/2014	Business Mileage	10	Travel	Y
12/14/2014	Business Mileage	10	Travel	Y
12/15/2014	Business Mileage	10	Travel	Y
12/16/2014	Business Mileage	10	Travel	Y
12/17/2014	Business Mileage	10	Travel	Y
12/18/2014	Business Mileage	10	Travel	Y
12/19/2014	Business Mileage	10	Travel	Y
12/20/2014	Business Mileage	10	Travel	Y
12/21/2014	Business Mileage	10	Travel	Y
12/22/2014	Business Mileage	10	Travel	Y
12/23/2014	Business Mileage	10	Travel	Y
12/24/2014	Business Mileage	10	Travel	Y
12/25/2014	Business Mileage	10	Travel	Y
12/26/2014	Business Mileage	10	Travel	Y
12/27/2014	Business Mileage	10	Travel	Y
12/28/2014	Business Mileage	10	Travel	Y
12/29/2014	Business Mileage	10	Travel	Y
12/30/2014	Business Mileage	10	Travel	Y
12/31/2014	Business Mileage	10	Travel	Y
01/01/2015	Business Mileage	10	Travel	Y
01/02/2015	Business Mileage	10	Travel	Y
01/03/2015	Business Mileage	10	Travel	Y
01/04/2015	Business Mileage	10	Travel	Y
01/05/2015	Business Mileage	10	Travel	Y
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01/07/2015	Business Mileage	10	Travel	Y
01/08/2015	Business Mileage	10	Travel	Y
01/09/2015	Business Mileage	10	Travel	Y
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01/12/2015	Business Mileage	10	Travel	Y
01/13/2015	Business Mileage	10	Travel	Y
01/14/2015	Business Mileage	10	Travel	Y
01/15/2015	Business Mileage	10	Travel	Y
01/16/2015	Business Mileage	10	Travel	Y
01/17/2015	Business Mileage	10	Travel	Y
01/18/2015	Business Mileage	10	Travel	Y
01/19/2015	Business Mileage	10	Travel	Y
01/20/2015	Business Mileage	10	Travel	Y
01/21/2015	Business Mileage	10	Travel	Y
01/22/2015	Business Mileage	10	Travel	Y
01/23/2015	Business Mileage	10	Travel	Y
01/24/2015	Business Mileage	10	Travel	Y
01/25/2015	Business Mileage	10	Travel	Y
01/26/2015	Business Mileage	10	Travel	Y
01/27/2015	Business Mileage	10	Travel	Y
01/28/2015	Business Mileage	10	Travel	Y
01/29/2015	Business Mileage	10	Travel	Y
01/30/2015	Business Mileage	10	Travel	Y
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02/02/2015	Business Mileage	10	Travel	Y
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02/08/2015	Business Mileage	10	Travel	Y
02/09/2015	Business Mileage	10	Travel	Y
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02/11/2015	Business Mileage	10	Travel	Y
02/12/2015	Business Mileage	10	Travel	Y
02/13/2015	Business Mileage	10	Travel	Y
02/14/2015	Business Mileage	10	Travel	Y
02/15/2015	Business Mileage	10	Travel	Y
02/16/2015	Business Mileage	10	Travel	Y
02/17/2015	Business Mileage	10	Travel	Y
02/18/2015	Business Mileage	10	Travel	Y
02/19/2015	Business Mileage	10	Travel	Y
02/20/2015	Business Mileage	10	Travel	Y
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03/04/2015	Business Mileage	10	Travel	Y
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03/07/2015	Business Mileage	10	Travel	Y
03/08/2015	Business Mileage	10	Travel	Y
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03/14/2015	Business Mileage	10	Travel	Y
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03/18/2015	Business Mileage	10	Travel	Y
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03/22/2015	Business Mileage	10	Travel	Y
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03/25/2015	Business Mileage	10	Travel	Y
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03/29/2015	Business Mileage	10	Travel	Y
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03/31/2015	Business Mileage	10	Travel	Y
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04/06/2015	Business Mileage	10	Travel	Y
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04/10/2015	Business Mileage	10	Travel	Y
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04/14/2015	Business Mileage	10	Travel	Y
04/15/2015	Business Mileage	10	Travel	Y
04/16/2015	Business Mileage	10	Travel	Y
04/17/2015	Business Mileage	10	Travel	Y
04/18/2015	Business Mileage	10	Travel	Y
04/19/2015	Business Mileage	10	Travel	Y
04/20/2015	Business Mileage	10	Travel	Y
04/21/2015	Business Mileage	10	Travel	Y
04/22/2015	Business Mileage	10	Travel	Y
04/23/2015	Business Mileage	10	Travel	Y
04/24/2015	Business Mileage	10	Travel	Y
04/25/2015	Business Mileage	10	Travel	Y
04/26/2015	Business Mileage	10	Travel	Y
04/27/2015	Business Mileage	10	Travel	Y
04/28/2015	Business Mileage	10	Travel	Y
04/29/2015	Business Mileage	10	Travel	Y
04/30/2015	Business Mileage	10	Travel	Y
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05/02/2015	Business Mileage	10	Travel	Y
05/03/2015	Business Mileage	10	Travel	Y
05/04/2015	Business Mileage	10	Travel	Y
05/05/2015	Business Mileage	10	Travel	Y
05/06/2015	Business Mileage	10	Travel	Y
05/07/2015	Business Mileage	10	Travel	Y
05/08/2015	Business Mileage	10	Travel	Y
05/09/2015	Business Mileage	10	Travel	Y
05/10/2015	Business Mileage	10	Travel	Y
05/11/2015	Business Mileage	10	Travel	Y
05/12/2015	Business Mileage	10	Travel	Y
05/13/2015	Business Mileage	10	Travel	Y
05/14/2015	Business Mileage	10	Travel	Y
05/15/2015	Business Mileage	10	Travel	Y
05/16/2015	Business Mileage	10	Travel	Y
05/17/2015	Business Mileage	10	Travel	Y
05/18/2015	Business Mileage	10	Travel	Y
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05/31/2015	Business Mileage	10	Travel	Y
06/01/2015	Business Mileage	10	Travel	Y
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06/07/2015	Business Mileage	10	Travel	Y
06/08/2015	Business Mileage	10	Travel	Y
06/09/2015	Business Mileage	10	Travel	Y
06/10/2015	Business Mileage	10	Travel	Y
06/11/2015	Business Mileage	10	Travel	Y
06/12/2015	Business Mileage	10	Travel	Y
06/13/2015	Business Mileage	10	Travel	Y
06/14/2015	Business Mileage	10	Travel	Y
06/15/2015	Business Mileage	10	Travel	Y
06/16/2015	Business Mileage	10	Travel	Y
06/17/2015	Business Mileage	10	Travel	Y
06/18/2015	Business Mileage	10	Travel	Y
06/19/2015	Business Mileage	10	Travel	Y
06/20/2015	Business Mileage	10	Travel	Y
06/21/2015	Business Mileage	10	Travel	Y
06/22/2015	Business Mileage	10	Travel	Y
06/23/2015	Business Mileage	10	Travel	Y
06/24/2015	Business			

# Equi-Tax Inc.

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

## Invoice

DATE	INVOICE #
11/1/2014	47289

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

DESCRIPTION	AMOUNT
Roll Management, Billing and Collections	1,393.12
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 10px auto;"> <b>PAID</b> Check # 4443                 </div>	
<b>Total</b>	<b>\$1,393.12</b>

Invoice

Page 2 of 3



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

## Invoice

Date	Invoice No.
10/31/2014	9-75
Terms	Due Date
Net 30	11/30/2014

**Bill To**  
Montrose (HCD) #1  
Bill Calderon, Executive Director  
HCD #6 (Montrose)  
P.O. Box 22167  
Houston, TX 77227

Amount Due	Enclosed
\$5,790.00	

Date	Service	Activity	Quantity	Rate	Amount
10/07/2014	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 27	8	\$3.00	640.00
10/06/2014	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 43	8	\$3.00	640.00
10/09/2014	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 45	8	\$3.00	640.00
10/13/2014	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 26	8	\$3.00	640.00
10/16/2014	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 25	8	\$3.00	640.00
10/20/2014	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 41	8	\$3.00	640.00

Continue to the next page

<b>PAID</b> Check # 4464
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11/5/2014

Invoice

Page 3 of 3

Date	Service	Activity	Quantity	Rate	Amount
10/23/2014	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 34	8	\$3.00	640.00
10/27/2014	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 44	8	\$3.00	640.00
10/30/2014	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 34	8	\$3.00	640.00
Total Sites Abated: 129				<b>Total</b>	<b>\$5,790.00</b>

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

Invoice

Bill To:

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

Invoice #: 43014239  
Date: 11/1/2014

Page: 1

DATE	DESCRIPTION	AMOUNT
	Professional Consulting, Project Management & Administrative Fee, Marketing & Public Director, October 2014	\$18,752.23
	GIS Mapping, P. Horton	\$49.50
	Reimbursable expenses as follows:	
10/8/2014	Ace Parking	\$25.00
	Harris County Clerk 10/13/2014	\$9.00
	Verizon - 10/20 - 11/19, 2014	\$49.50
	Verizon - G. Larson - 10/20 - 11/19, 2014 (50%)	\$102.03
	Mileage, R. Hill	\$14.19
	Mileage, G. Larson	\$78.40
	Mileage, B. Calderon	\$128.17
	In house copies 1954 @ .15 each + 30 sets @ \$1.00 each	\$323.10
	In house postage	\$2.40
	In house color copier 168 @ .50 each	\$84.00
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 10px auto;"> <b>PAID</b> Check # 4465                 </div>		
		Sales Tax: \$0.00
		Total Amount: \$19,617.52
		Amount Applied: \$0.00
		Balance Due: \$19,617.52

Term: C.O.D.

<https://connect.intuit.com/portal/lib/pdf/Ton/1.7.1/html5/ReaderControl.html>

11/5/2014



5444 Westheimer Road  
Suite 1700  
Houston, TX 77056  
713-668-8811

Invoice Number: 34569  
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: 9/28/2014	Invoice Date: 9/28/2014
Sales Rep: Melissa Franklin	Terms: Net Due 30 Days

Line	Description	Quantity	Price
1	Legal Notice 2 x 65 Column Inch Open Rate 2014-Classified Display-ROP PO Num: <i>Montrose Mgmt Dist - East Montrose</i>	1	908.00
2	Legal Notice 2 x 65 Column Inch Open Rate 2014-Classified Display-ROP PO Num: <i>Montrose Mgmt Dist. West Montrose</i>	1	908.00



Amount Due: \$1,836.00

#### REMIT TO:

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

Please detach and return with payment. Any questions please contact  
Sheila Stringer at 713-395-9847 or sstringer@hbjournals.com

Customer Number: A-145432  
Invoice Number: 34569

Amount Due: \$1,836.00



#### Bill To:

Montrose District  
\*\*\*Email Invoice\*\*\*  
PO Box 22167  
Houston, TX 77066

### INVOICE for email

Date	Invoice #
10/20/2014	14-10043

P.O. Number	Customer Contact	Rep	Account #	Terms
	Gretchen Larson			Net 10 Days
Item Code	Quantity	Description	Amount	
Banners	1 each	Recycling Day Banner	195.00	

PAID

Check # 4468

Thank you for choosing Magoo's! EIN # 20-0544930	Total	\$195.00
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Thank you for choosing Magoos! EIN # 20-0544930

Magoos PrintShop, Inc. • Certified WBE / HUB  
16637 West Hardy, Suite E • Houston, Texas 77060 • magoosprintshop.com  
281.875.6000 • Fax 281.875.6048 • Toll Free 888.890.0022 • Toll Free Fax 888.890.0022



7155 Old Katy Road, Suite 270  
Houston, Texas 77024  
713.869.8587  
713.869.0908 (fax)  
www.hbjournals.com

Invoice #: 18219  
Invoice Date: 10/10/2014  
Billing Period: 9/1/2014 - 9/30/2014  
Project #: MON-351X  
Project Name: Montrose District - LD, Additional Services

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

### INVOICE

Phase	Contract Amount	% Complete	Prior Billings	This Invoice
Construction Documentation	\$8,500.00	100%	\$8,075.00	\$425.00
	\$8,500.00		\$8,075.00	\$425.00

#### REIMBURSABLE EXPENSES

Date	Vendor Name	Vendor Invoice #	Amount
9/8/2014	Mileage		\$7.59
9/15/2014	Mileage		\$7.59
			\$15.18

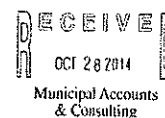
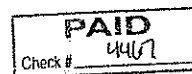
Total Amount Due This Invoice: \$440.18

#### PAYMENTS OUTSTANDING

Invoice #	Invoice Date	Fees	Expenses	Paid to Date	Balance Due
18045	9/11/2014	\$425.00	\$724.89	\$0.00	\$1,149.89
17524	5/13/2014	\$2,975.00	\$0.00	\$2,930.66	\$44.34
		\$3,400.00	\$724.89	\$2,930.66	

Total Past Due Amount: \$1,194.23

Total Current + Past Due Amount: \$1,634.41



Thank You!

To: Gretchen Larson, Bill Calderon  
Montrose Management District

From:  
Mitchell J. Shields  
1934 North Boulevard #5  
Houston, Texas 77098-5446

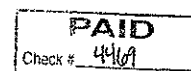
Date: 10/4/14

Re: Invoice for editing stories for MMD website

Rate: \$500 per article

Articles: 4 - Dogged Determination, Luau Know-How, Brewing Change, Preaching Past the Choir

Total Due: \$2,000





MUNICIPAL ACCOUNTS  
& CONSULTING, L.P.

## Invoice

Montrose Management District  
1500 Post Oak Blvd., Suite 1600  
Houston, TX 77056

Date	Invoice #
11/1/2014	35720

Description	Amount
Monthly Bookkeeping	1,000.00
Dental schedule of budget expenses	60.00
Advance invoices to Directors	180.00
Correspond with Tradeline Bank	10.00
Preparation of additional payables	120.00
Additional time for Board Meeting	60.00
Quarterly TWC report filing	120.00
Preparation and maintenance of Quarterly Investment Report	287.50
Delivery	8.92
Delivery	19.07
Copies	116.55
Postage	26.88
Document Storage & Retention Service	7.50
Total Reimbursable Expenses	178.92
<b>PAID</b> Check # 4470	
<b>Total</b>	\$2,016.42

100 River Pointe • Suite 240 • Conroe, Texas 77304 • Phone: 416-756-1644 • Fax: 936-756-1644

8834 N. Carroll on Texas Highway, Suite 150 • Austin, Texas 78759 • 512-782-3400 • Fax 512-795-9968

1500 Post Oak Blvd. • Suite 1600 • Houston, Texas 77056 • Phone: 713-631-4539 • Fax: 713-629-6859

SENTRIFORCE  
a view from above

## Invoice

### Billing Address

Montrose Management District  
Phillip Wagner  
P.O. Box 22167  
Houston, TX 77227-2167

Date	Invoice #	Terms	Rep	Due Date	
10/1/2014	15519	NET 15	LC	10/16/2014	
Item	Description	Qty	Rate	Serviced	Amount
RAVEN	RAVEN Video Recording System. 4 Camera, optional Strobe Lighting, Wireless Communication. SITE: BARNABUS UNIT: MONTROSES	1	350.00	10/1/2014	350.00
<div>PAID</div> <div>Check # 4471</div>					
Monthly Security Invoice			Sales Tax (0.0%) \$0.00		
Make checks payable to SentiForce			Total \$350.00		
SentiForce 6611 Portwest Dr. Suite 100 Houston, TX 77024 713-742-6900			Payments/Credits \$0.00		
			Balance Due \$350.00		

SENTRIFORCE  
a view from above

## Invoice

### Billing Address

Montrose Management District  
Phillip Wagner  
P.O. Box 22167  
Houston, TX 77227-2167

Date	Invoice #	Terms	Rep	Due Date	
10/1/2014	15518	NET 15	LC	10/16/2014	
Item	Description	Qty	Rate	Serviced	Amount
RAVEN	RAVEN Video Recording System. 4 Camera, optional Strobe Lighting, Wireless Communication. SITE: ART GALLERY UNIT: MONTROSE2	1	350.00	10/1/2014	350.00
<div>PAID</div> <div>Check # 4471</div>					
Monthly Security Invoice			Sales Tax (0.0%) \$0.00		
Make checks payable to SentiForce			Total \$350.00		
SentiForce 6611 Portwest Dr. Suite 100 Houston, TX 77024 713-742-6900			Payments/Credits \$0.00		
			Balance Due \$350.00		

SENTRIFORCE  
a view from above

## Invoice

### Billing Address

Montrose Management District  
Phillip Wagner  
P.O. Box 22167  
Houston, TX 77227-2167

Date	Invoice #	Terms	Rep	Due Date	
10/1/2014	15520	NET 15	LC	10/16/2014	
Item	Description	Qty	Rate	Serviced	Amount
RAVEN	RAVEN Video Recording System. 4 Cameras, optional Strobe Lighting, Wireless Communication. SITE: BISCUIT UNIT: MONTROSE2	1	350.00	10/1/2014	350.00
<div>PAID</div> <div>Check # 4471</div>					
Monthly Security Invoice				Sales Tax (0.0%)	\$0.00
Make checks payable to SentiForce				Total	\$350.00
SentiForce 6611 Portwest Dr. Suite 100 Houston, TX 77024 713-742-6900				Payments/Credits	\$0.00
				Balance Due	\$350.00

# SENTRIFORCE

a view from above

## Invoice

### Billing Address

Montrose Management District  
Phillip Wagner  
P.O. Box 22167  
Houston, TX 77227-2167

Date	Invoice #	Terms	Rep	Due Date	
10/1/2014	15517	NET 15	LC	10/16/2014	
Item	Description	Qty	Rate	Serviced	Amount
CONSOLE	Security Camera Video Console	1	150.00	10/1/2014	150.00
<div>PAID</div> <div>Check # 4471</div>					
Monthly Security Invoice			Sales Tax (0.0%) \$0.00		
			Total \$150.00		
Make checks payable to SentiForce			Payments/Credits \$0.00		
SentiForce 6611 Portwest Dr. Suite 100 Houston, TX 77024 713-742-6000			Balance Due \$150.00		

# SENTRIFORCE

a view from above

## Invoice

### Billing Address

Montrose Management District  
Phillip Wagner  
P.O. Box 22167  
Houston, TX 77227-2167

Date	Invoice #	Terms	Rep	Due Date	
10/1/2014	15521	NET 15	LC	10/16/2014	
Item	Description	Qty	Rate	Serviced	Amount
RAVEN	RAVEN Video Recording System. 4 Cameras, optional Strobe Lighting, Wireless Communication. SITE: CHELSEA UNIT: MONTROSE	1	350.00	10/1/2014	350.00
<div><div>PAID</div><div>Check # 4471</div></div>					
Monthly Security Invoice			Sales Tax (5.25%) \$0.00		
			Total \$350.00		
Make checks payable to SentiForce			Payments/Credits \$0.00		
SentiForce 6611 Portwest Dr. Suite 100 Houston, TX 77024 713-742-6000			Balance Due \$350.00		

# SENTRIFORCE

a view from above

## Invoice

### Billing Address

Montrose Management District  
Phillip Wagner  
P.O. Box 22167  
Houston, TX 77227-2167

Date	Invoice #	Terms	Rep	Due Date	
11/1/2014	15798	NET 15	LC	11/16/2014	
Item	Description	Qty	Rate	Serviced	Amount
RAVEN	RAVEN Video Recording System. 4 Cameras, optional Strobe Lighting, Wireless Communication. SITE: BARNABYS UNIT: MONTROSE	1	350.00	11/1/2014	350.00
<div>PAID</div> <div>Check # 4471</div>					
Monthly Security Invoice			Sales Tax (0.0%) \$0.00		
			Total \$350.00		
Make checks payable to SentiForce			Payments/Credits \$0.00		
SentiForce 6611 Portwest Dr. Suite 100 Houston, TX 77024 713-742-6000			Balance Due \$350.00		

# SENTRIFORCE

a view from above

## Invoice

### Billing Address

Montrose Management District  
Phillip Wagner  
P.O. Box 22167  
Houston, TX 77227-2167

Date	Invoice #	Terms	Rep	Due Date	
11/1/2014	15797	NET 15	LC	11/16/2014	
Item	Description	Qty	Rate	Serviced	Amount
RAVEN	RAVEN Video Recording System. 4 Cameras, optional Strobe Lighting, Wireless Communication. SITE: ARTGALLERY UNIT: MONTROSE	1	350.00	11/1/2014	350.00
<div>PAID</div> <div>Check # 4471</div>					

Monthly Security Invoice

Sales Tax (0.0%)	\$0.00
Total	\$350.00
Payments/Credits	\$0.00
Balance Due	\$350.00

Make checks payable to SentiForce

SentiForce  
6611 Portwest Dr. Suite 100  
Houston, TX 77024  
713-742-6000



# SENTRIFORCE

a view from above

## Invoice

Billing Address
Montrose Management District Phillip Wagner P.O. Box 22167 Houston, TX 77227-2167

Date	Invoice #	Term	Rep	Due Date	
11/1/2014	15801	NET 15	LC	11/16/2014	
Item	Description	Qty	Rate	Service	Amount
CONSOLE	Security Camera Video Console	1	150.00	11/1/2014	150.00
<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: 20px auto;"><b>PAID</b> Check # <u>4471</u></div>					
Monthly Security Invoice					
			Sales Tax (0.0%)		\$0.00
			Total		\$150.00
			Payments/Credits		\$0.00
			Balance Due		\$150.00

Make checks payable to SentiForce

SentiForce  
6611 Portwest Dr. Suite 100  
Houston, TX 77024  
713-742-6000

# SENTRIFORCE

a view from above

## Invoice

Billing Address
Montrose Management District Phillip Wagner P.O. Box 22167 Houston, TX 77227-2167

Date	Invoice #	Terms	Rep	Due Date	
11/1/2014	15800	NET 15	LC	11/16/2014	
Item	Description	Qty	Rate	Service	Amount
RAVEN	RAVEN Video Recording System. 4 Camera, optional Strobe Lighting. Wireless Communication. SITE: CHELSEA UNIT: MONTROSE2	1	350.00	11/1/2014	350.00
<div style="border: 1px solid black; padding: 10px; text-align: center;"><b>PAID</b> Check # <u>4471</u></div>					

Monthly Security Invoice	Sales Tax (8.25%)	\$0.00
	Total	\$350.00
	Payments/Credits	\$0.00
	Balance Due	\$350.00

Make checks payable to SentiForce

SentiForce  
6611 Portwest Dr. Suite 100  
Houston, TX 77024  
713-742-6000

# SENTRIFORCE

a view from above

## Invoice

Billing Address
Montrose Management District Phillip Wagner P.O. Box 22167 Houston, TX 77227-2167

Date	Invoice #	Terms	Rep	Due Date	
11/1/2014	15799	NET 15	LC	11/16/2014	
Item	Description	Qty	Rate	Service	Amount
RAVEN	RAVEN Video Recording System. 4 Camera, optional Strobe Lighting. Wireless Communication. SITE: BISCAIT UNIT: MONTROSE4	1	350.00	11/1/2014	350.00
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 10px auto;"><b>PAID</b> Check # 4471</div>					
Monthly Security Invoice					
Make checks payable to SentiForce  SentiForce 6611 Portwest Dr. Suite 100 Houston, TX 77024 713-742-6000			Sales Tax (0.0%)		\$0.00
			Total		\$350.00
			Payments/Credits		\$0.00
			Balance Due		\$350.00

# smc

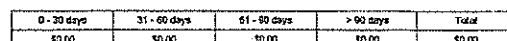
Logistics

Phone # 832-533-5155 [info@smclogisticsworks.com](mailto:info@smclogisticsworks.com)

Date	Invoice #
7/27/2014	368

Bill To
Montrose District Josh Hayes 5020 Montrose, suite 311 Houston, TX 77006

P.O. No.	Terms	Project		
	Net 30			
Hours	Description	Rate	# Lights Reported	Amount
10	Survey of burned out street lights July 2014 Montrose District	35.00	46	350.00
<div>PAID</div> <div>Check # 4471</div>				
We appreciate your prompt payment.				Total \$350.00





# Invoice

Date	Invoice #
10/9/2014	15924

**Bill To**  
 Montrose Management District  
 5020 Montrose BLVD.  
 Suite 311  
 Houston, TX 77006

**Ship To**  
 Montrose Management District  
 5020 Montrose BLVD.  
 Suite 311  
 Houston, TX 77006

P.O. Number	Terms	Rep	Ship	Project
			10/9/2014	
Quantity	Item Code	Description	Price Each	Amount
1	Print	500 - MMD BUSINESS HOLIDAY MIXER POSTCARDS: 4 X 6, COLORS 40 ON 100% GLOSS COVER.	158.00	158.00
1	Blank	CLT AND BOX.	0.00	0.00
		Client/State sale, exempt from sales tax	0.00%	0.00
			<b>Total</b>	<b>\$158.00</b>

**PAID**  
 Check # 4475

United Graphics 5426 North Gessner, Houston, TX 77041 PH: 713.460.3360 FAX: 713.460.4210 [customerservice@unitedgraphics.org]

WALTER P MOORE

Rec  
10.24.14

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

Invoice #: P0315380  
 Project: P031300701  
 Project Name: Montrose Management District  
 Special Parking Area

Invoice Group: 02  
 Invoice Date: 9/28/2014

Attention: Bill Calderon

For Professional Services Rendered through: 9/28/2014

Professional Personnel	1,487.50	Total Salaries	1,487.50
		Current Invoice	1,487.50
Max Fee:	17,500.00		
Prior Billings:	15,145.00		
Total Available:	2,355.00		
		Total Inv Invoice	1,487.50
		Amount Due This Invoice	1,487.50

OK

R

For questions regarding this invoice, please contact Lynell Linton.  
 Telephone: 713.620-7300 Email: LLinton@walmor.com

**PAID**  
 Check # 4476

PLEASE REMIT PAYMENT TO ADDRESS NOTED BELOW:  
 1301 JACKINNEY, SUITE 300 HOUSTON, TEXAS 77010 PHONE: 713.510.7300 FAX: 713.610.7300

WALTER P MOORE

Project: P031300701 -- Montrose Management District

Invoice #: P0315380

Phase: 9T03 -- Traffic

Rate Schedule Labor	Date	Hours	Rate	Amount
Class / Employee Name				
Principal				
Jennifer L. Peak	07/28/2014	2.00	200.00	400.00
	08/17/2014	1.00	200.00	200.00
	09/19/2014	0.50	200.00	100.00
		3.50		700.00
Senior Project Manager				
Bryan Brown	08/28/2014	1.00	175.00	175.00
	09/24/2014	2.00	175.00	350.00
	09/25/2014	0.50	175.00	87.50
	09/26/2014	1.00	175.00	175.00
		4.50		787.50
Rate Schedule Labor				1,487.50
Total Phase: 9T03 -- Traffic			Labor:	1,487.50
			Expense:	0.00
Total Project: P031300701 -- Montrose Management District				1,487.50

WALTER P MOORE

Rec  
10.24.14

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

Invoice #: P0315379  
 Project: P031300701  
 Project Name: Montrose Management District  
 Special Parking Area

Invoice Group: --  
 Invoice Date: 9/28/2014

Attention: Bill Calderon

For Professional Services Rendered through: 9/28/2014

Professional Personnel	4,840.00	Total Salaries	4,840.00
		Current Invoice	4,840.00
Max Fee:	39,500.00		
Prior Billings:	38,820.00		
Total Available:	680.00		
		Amount Due This Invoice	680.00

OK

R

For questions regarding this invoice, please contact Lynell Linton.  
 Telephone: 713.620-7300 Email: LLinton@walmor.com

**PAID**  
 Check # 4476

For questions regarding this invoice, please contact Lynell Linton.  
 Telephone: 713.620-7300 Email: LLinton@walmor.com  
 PLEASE REMIT PAYMENT TO ADDRESS NOTED BELOW:  
 1301 JACKINNEY, SUITE 300 HOUSTON, TEXAS 77010 PHONE: 713.510.7300 FAX: 713.610.7300

PLEASE REMIT PAYMENT TO ADDRESS NOTED BELOW:  
 1301 JACKINNEY, SUITE 300 HOUSTON, TEXAS 77010 PHONE: 713.510.7300 FAX: 713.610.7300

# WALTER P MOORE

Project : P031300701 -- Montrose Management District

Invoice # : P0310370

Phase : 9P03 -- Parking

Rate Schedule Labor				
Class / Employee Name	Date	Hours	Rate	Amount
Senior Parking Consultant Chris S. Fritchard	07/28/2014	2.00	220.00	440.00
	07/28/2014	2.00	220.00	440.00
	07/30/2014	2.00	220.00	440.00
		6.00		1,320.00
Jeremy Rocha	08/12/2014	1.50	220.00	330.00
	08/14/2014	1.50	220.00	330.00
	08/18/2014	2.00	220.00	440.00
	08/19/2014	2.00	220.00	440.00
	08/20/2014	4.00	220.00	880.00
	08/27/2014	1.50	220.00	330.00
	09/04/2014	1.00	220.00	220.00
	09/15/2014	1.50	220.00	330.00
	09/19/2014	1.00	220.00	220.00
		19.00		3,520.00
Total: Senior Parking Consultant		22.00		4,840.00
Rate Schedule Labor				4,840.00
Total Phase : 9P03 -- Parking			Labor :	4,840.00
			Expense :	0.00
Total Project: P031300701 -- Montrose Management District				4,840.00

For questions regarding this invoice, please contact Lynell Linton.  
Telephone: 713-630-7500 Email: LLinton@waltermoore.com

PLEASE PRINT PAYMENT TO ADDRESS NOTED BELOW:  
12341 MCKINNEY, SUITE 1000 HOUSTON, TEXAS 77010 PHONE: 713-630-7500 FAX: 713-630-7595

Page 1

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

November 1, 2014

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

**INVOICE**

Description	Amount
Professional fees:	
Services as contract Director of Economic Development for October, 2014.	\$1,000.00
Total amount due	\$1,000.00



Thank you,

Ray C. Lawrence

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



REMIT PAYMENT TO:  
Harris County Treasurer  
Orlando Sanchez  
1001 Preston, Room 652  
Houston, Texas 77002

**INVOICE**

Invoice / Statement No.: AH008405

Customer No.: V00071086

Amount Due: 5,069.45

Amount Paid:

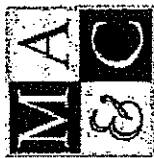
(Please detach and mail this top portion with payment)

DATE	DESCRIPTION	AMOUNT
11/01/14	DEC' 14: ASST CA ATTORNEY FEE	5,069.45

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

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

County Auditor's Form #181  
Harris County, Texas (REV. 3/07)



MUNICIPAL ACCOUNTS  
& CONSULTING, L.P.


## Montrose Management District

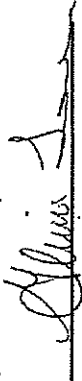
### Quarterly Investment Inventory Report Period Ending September 30, 2014

BOARD OF DIRECTORS  
Montrose Management District

Attached is the Quarterly Investment Inventory Report for the  
Period ending September 30, 2014.

This report and the District's investment portfolio are in compliance with the  
investment strategies expressed in the District's investment policy, and the  
Public Funds Investment Act.

  
Mark M. Burton  
(Investment Officer)

  
Ghia Lewis  
(Investment Officer)

#### COMPLIANCE TRAINING

"HB 675 states the Investment Officer must attend at least one training seminar for (6) six hours  
Within twelve months of taking office and requires at least (4) four hours training within each (2)  
two year period thereafter.

#### INVESTMENT OFFICERS

Mark M. Burton

Ghia Lewis

#### CURRENT TRAINING

October 1, 2005 (McCall, Gibson 4 Hours)

October 26, 2007 (UNT 10 Hours)

October 26, 2009 (Texpool Academy 10 Hours)

November 5, 2011 (Texpool Academy 10 Hours)

November 5, 2013 (Texpool Academy 10 Hours)

September 13, 2003 (McCall, Gibson 6 Hours)

September 23, 2007 (McCall, Gibson 4 Hours)

October 26, 2009 (Texpool Academy 10 Hours)

October 25, 2011 (Texpool Academy 10 Hours)

November 7, 2013 (Texpool Academy 10 Hours)

Montrose Management District  
Summary of Money Market Funds  
07/01/2014 - 09/30/2014

Fund: Operating				Begin Balance	Cash Added	Cash Withdrawn	Int. Earned	End Balance
Financial Institution: COMPASS BANK-PREMIER								
Account Number: XXXXX2019 Date Opened: 03/20/2012 Current Interest Rate: 0.15%								
Date	Description							
07/01/2014				432,238.38				
07/01/2014	GB CD XXXXX0143 INT							71.00
07/10/2014	To Checking			41.10		(40,000.00)		
07/14/2014	To Checking					(3,200.00)		
07/15/2014						(10.00)		
07/15/2014						(59.40)		
07/22/2014	For DLX for Business			10,000.00				
07/23/2014	Sale of Vehicle			1,161.62				
07/24/2014	Credit for ACH settlement							
08/01/2014				2,906.79				65.11
08/01/2014	ASSESSMENTS					(711.58)		
08/06/2014	Tf to MM acct xxxxxx2016							
08/07/2014	GB CD XXXXX0311 INT			41.10				
08/08/2014	ASSESSMENTS			1,454.46				
08/11/2014	To checking					(40,000.00)		
08/15/2014	ASSESSMENTS			2,113.38				
08/15/2014						(10.00)		
08/20/2014	ASSESSMENTS					(1,224.54)		
08/21/2014	ASSESSMENTS			227.44				
08/27/2014	ASSESSMENTS			2,312.62				
09/02/2014								48.58
09/02/2014				530.36				
09/02/2014				3,555.80				
09/06/2014						(32,000.00)		
09/08/2014	To Checking			894.23				
09/10/2014				1,674.59				
09/15/2014						(10.00)		

Methods Used For Reporting Market Values

Certificates of Deposit:	Price Value Plus Accrued Interest
Securities/Other Government Obligations:	Market Value Quoted by the Seller of the Security and Confirmed in Writing
Public Fund Investment Pool/DMA Accounts:	Balance = Book Value = Current Market



Montrose Management District  
Summary of Money Market Funds  
07/01/2014 - 09/30/2014

Fund: Operating						
Financial Institution: COMPASS BANK-PREMIER						
Account Number: XXXX2019		Date Opened: 03/20/2012	Current Interest Rate: 0.15%			
Date	Description	Begin Balance	Cash Added	Cash Withdrawn	Int. Earned	End Balance
09/24/2014	To Checking		\$26,813.49	(3,200.00)		
Totals for Account XXXX2019:		\$432,238.38		(\$120,495.52)	\$184.69	\$338,811.04
Date	Description	Begin Balance	Cash Added	Cash Withdrawn	Int. Earned	End Balance
07/01/2014		795,924.51				
07/01/2014	ASSESSMENTS		718.75			134.03
07/02/2014	To Checking			(85,000.00)		
07/14/2014	To Checking			(6,800.00)		
07/15/2014				(10.00)		
07/15/2014						118.01
08/01/2014	ASSESSMENTS		651.11			
08/01/2014	ASSESSMENTS		2,371.33			
08/01/2014	ASSESSMENTS		1,261.44			
08/01/2014	ASSESSMENTS		1,447.25			
08/04/2014	ASSESSMENTS		711.58			
08/06/2014	Trf to MM Acct XXXXX2019		5,373.02			
08/07/2014	ASSESSMENTS			(85,000.00)		
08/11/2014	To Checking					
08/12/2014	ASSESSMENTS		3,028.81			
08/13/2014	Credit for ACH Settlement		528.37			
08/15/2014				(10.00)		
09/02/2014						85.06
09/06/2014	To Checking					
09/08/2014	ASSESSMENTS		1,256.57	(68,000.00)		
09/15/2014				(10.00)		
09/16/2014	GREEN CD XXXX2010 INTEREST		73.97			

Methods Used For Reporting Market Values

Certificates of Deposit:	Face Value Plus Accrued Interest
Securities/Direct Government Obligations:	Market Value Quoted by the Seller of the Security and Confirmed in Writing
Public Fund Investment Pool/AMA Accounts:	Balance = Book Value = Current Market

Montrose Management District  
Summary of Money Market Funds  
07/01/2014 - 09/30/2014

Fund: Operating							
Financial Institution: COMPASS BANK-PREMIER							
Account Number: XXXX2086 Date Opened: 03/20/2012 Current Interest Rate: 0.15%							
Date	Description	Begin Balance	Cash Added	Cash Withdrawn	Int. Earned	End Balance	
09/24/2014	To Checking			(6,800.00)			
	Totals for Account XXXX2086:	\$795,924.51	\$17,422.20	(\$251,630.00)	\$337.10	\$562,053.81	
	Totals for Operating Fund:	\$1,228,162.89	\$44,235.09	(\$372,055.52)	\$521.79	\$900,864.85	

Methods Used For Reporting Market Values			
Certificates of Deposit:	Face Value Plus Accrued Interest	Market Value Quoted by the Seller of the Security and Confirmed in Writing	Balance = Book Value + Current Market
Securities/Direct Government Obligations			
Public Fund Investment Pool/AM Account			

Montrose Management District  
Summary of Certificates of Deposit with Money Market  
07/01/2014 - 09/30/2014

Financial Institution	Investment Number	Issue Date	Maturity Date	Beginning Balance	Principal From Cash	Principal From Investment	Principal Withdrawn	Principal Reinvested	Ending Balance	Interest Rate	Reg. Acc. Interest	Interest Earned	Interest Reinvested	Interest Withdrawn	Accrued Interest
<b>Fund: Operating</b>															
<b>Certificates of Deposit</b>															
GREEN BANK	XXXXX0143	02/10/14	07/09/14	50,000.00	0.00	0.00	0.00	50,000.00	0.00	0.20%	38.63	41.10	0.00	41.10	0.00
GREEN BANK	XXXXX0143	07/10/14	01/06/15	0.00	0.00	50,000.00	0.00	0.00	50,000.00	0.30%	0.00	0.00	0.00	0.00	33.70
GREEN BANK	XXXXX0169	06/10/14	12/08/14	50,000.00	0.00	0.00	0.00	0.00	50,000.00	0.30%	8.63	0.00	0.00	0.00	46.03
GREEN BANK	XXXXX0210	03/20/14	09/15/14	50,000.00	0.00	0.00	0.00	50,000.00	0.00	0.30%	42.33	73.97	0.00	73.97	0.00
GREEN BANK	XXXXX0210	09/16/14	03/16/15	0.00	0.00	50,000.00	0.00	0.00	50,000.00	0.30%	0.00	0.00	0.00	0.00	5.75
GREEN BANK	XXXXX0311	03/10/14	08/06/14	50,000.00	0.00	0.00	0.00	50,000.00	0.00	0.20%	30.96	41.10	0.00	41.10	0.00
GREEN BANK	XXXXX0311	08/07/14	02/03/15	0.00	0.00	50,000.00	0.00	0.00	50,000.00	0.30%	0.00	0.00	0.00	0.00	22.19
ICON BANK	XXXXX7732	05/12/14	11/08/14	50,000.00	0.00	0.00	0.00	0.00	50,000.00	0.32%	21.92	0.00	0.00	0.00	61.81
ICON BANK	XXXXX5538	05/05/14	11/01/14	50,000.00	0.00	0.00	0.00	0.00	50,000.00	0.32%	24.99	0.00	0.00	0.00	64.88
POST OAK BANK	XXXXX0889	04/10/14	10/06/14	50,000.00	0.00	0.00	0.00	0.00	50,000.00	0.30%	33.70	0.00	0.00	0.00	71.10
POST OAK BANK	XXXXX0897	04/10/14	10/06/14	50,000.00	0.00	0.00	0.00	0.00	50,000.00	0.30%	33.70	0.00	0.00	0.00	71.10
<b>Totals for Operating Fund:</b>				400,000.00	0.00	150,000.00	0.00	150,000.00	400,000.00	N/A	234.86	156.17	0.00	156.17	\$376.56
<b>Interest Earned:</b>															
									\$156.17						
									Less Beg Accrued Interest						
									Plus End Accrued Interest						
									Fixed Interest Earned:						
									MM Interest Earned:						
									Total Interest Earned:						
									\$819.66						
<b>Totals for District:</b>				400,000.00	0.00	150,000.00	0.00	150,000.00	400,000.00	N/A	234.86	156.17	0.00	156.17	\$376.56

**Methods Used For Reporting Market Values**

Certificates of Deposit: Plus Value Plus Accrued Interest  
 Securities/Debt Government Obligations: Market Value Quoted by the Seller of the Security and Confirmed in Writing  
 Public Fund Investment Pool/AM Accounts: Balance = Book Value = Current Market

Montrose Management District  
Detail of Pledged Securities  
07/01/2014 - 09/30/2014

Financial Institution: COMPASS BANK-PREMIER

Security: FHLMC CUSIP: 3128PAA55	Par Value: Date Value	Maturity Date:	Pledged:	Released:	Amount Released:
	07/31/2014 459,529.11		02/26/2014		
	08/31/2014 400,380.66				
	09/30/2014 459,102.86				
Security: FHLMC CUSIP: 31300L5H4	Par Value: Date Value	Maturity Date:	Pledged:	Released:	Amount Released:
	07/31/2014 399,176.02	01/01/2043	02/04/2014	08/18/2014	525,000.00
Security: FHLMC CUSIP: 31300LZC2	Par Value: Date Value	Maturity Date:	Pledged:	Released:	Amount Released:
	07/31/2014 160,070.67	08/01/2042	01/30/2014		
	08/31/2014 160,526.00				
	09/30/2014 125,463.58				
Security: FHLMC CUSIP: 31326FHR2	Par Value: Date Value	Maturity Date:	Pledged:	Released:	Amount Released:
	07/31/2014 366,170.60	03/01/2043	02/10/2014		
	08/31/2014 366,380.80				
	09/30/2014 353,610.50				
Security: FNMMA CUSIP: 3138GQ56	Par Value: Date Value	Maturity Date:	Pledged:	Released:	Amount Released:
	07/31/2014 136,679.86	03/01/2035	01/30/2013		
	08/31/2014 134,490.88				
	09/30/2014 134,490.88				
Security: FNMMA CUSIP: 31419ATX5	Par Value: Date Value	Maturity Date:	Pledged:	Released:	Amount Released:
	07/31/2014 81,678.99	02/01/2039	01/31/2013		
	08/31/2014 76,184.65				
	09/30/2014 76,184.65				

Methods Used For Reporting Market Values

Certificate of Deposits: Face Value Plus Accrued Interest  
Securities/Direct Government Obligations: Market Value Quoted by the Seller of the Security and Confirmed in Writing  
Public Fund Investment Pool/AMT Accounts: Balance = Book Value = Current Market

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

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7. Receive the Executive Director's Monthly Report on District initiatives.
  - a. Consider a fee increase for the hourly rate paid to Municipal Accounts & Consulting LP, for bookkeeping services
  - b. Consider approval of an agreement with Chris Labod for web maintenance services
  - c. Renew the agreement with Houston Arts Alliance

**MONTROSE MANAGEMENT DISTRICT**

**SERVICE PLAN**

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**MONTHLY REPORT**

**OCTOBER 13 – NOVEMBER 10, 2014**

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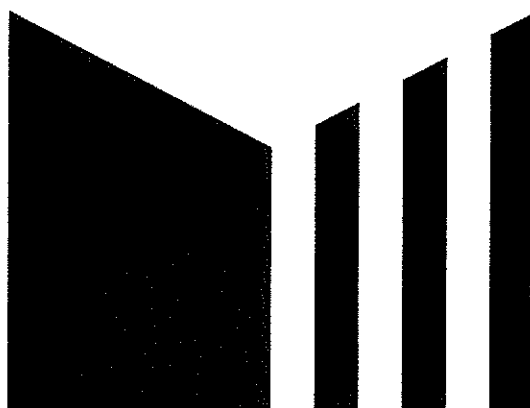
**COMMITTEE ACTIVITY**

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**STAFF ACTIVITY**

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## COMMITTEE ACTIVITY

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### **Business and Economic Development Committee**

The committee met on October 22.

### **Marketing and Business Relations Committee**

The committee met on October 22.

### **Mobility and Visual Improvements Committee**

The Mobility and Visual Improvements Committee met on October 20.

### **Public Safety Committee**

The Public Safety Committee last met on October 10.

### **Finance Committee**

The Finance Committee met on November 3.

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## STAFF ACTIVITY

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OCTOBER 13 – NOVEMBER 10, 2014

### **Marketing and Business Relations Committee**

The marketing and business relations committee met on October 22 and a copy of the minutes from the meeting are included in the November board packet.

Staff worked with the website team to make corrections and updates to the District website and business directory database. Work was also completed for the October e-newsletter. The new website creative team has met with the Executive Director and staff on the IA (wireframe).

Work has begun on the holiday decorating contest marketing. The holiday lighting ceremony will take place in November at Niko Niko's on November 12 and the December 18 mixer will take place at Rivas.

The Bi-Annual Recycling event was held at HEB on Saturday October 25 from 10 to 2.

### **Business Ambassador Program**

The Business Ambassadors completed **67** new visits this month. In addition other visits, which include dropping of information, marketing materials and answering general questions and inquiries, brings their total visits to **113** for the month. BA's are assisting the planning for the Fall Real Estate Luncheon on November 19 and other assignments as directed by the Executive Director and staff.

### **Social Media**

See social media report attached.

Three month recapped stats:	<u>July</u>	<u>August</u>	<u>September</u>
Twitter Followers:	3,782	3,899	4,065
Facebook Likes:	5,901	6,647	7,547

### **Mobility and Visual Improvements Committee**

The committee met on October 20 and was briefed by Walter P Moore on the Special Parking Area application with the City of Houston. A meeting with the City was recommended to bring the application process into a forward motion again.

The committee received an update from Gandy Lighting Design regarding the lighting of bridges over US 59. There was no change in status with TxDOT review. The Executive Director advised of efforts that had been undertaken with TxDOT to receive consideration and pursue funding for getting the bridges painted prior to the installation of the lights.

The committee received an update on the District branding signage from Kudela & Weinheimer. K&W staff advised that there would be need to add additional information to the plans related to internet connectivity and that the additional information would take approximately two weeks to add to the plans prior to final submission to the City.

There was discussion on the purchase of special shopping bikes for placement in multi-family complexes as a benefit and service to the residents of those complexes. It was decided that greater focus might be placed on bike lane painting and bike route enhancements. The executive director committed to get such an effort going with the city PWE.

### **Safety and Security Committee**

The committee met on October 10 and discussed various items related to security in the District. There were no specific new initiatives that were recommended. Security for the Crawl event was discussed and the security coordinator briefed the committee on plans to provide additional security for the event.



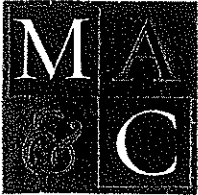
### **Business and Economic Development Committee**

The committee met on October 22 and discussed various developments occurring in the District. Plans for the Realtor Luncheon were further vetted, and a plan for the conduct of the program was agreed upon by the committee. Additional sponsors were discussed, and reminders for attendees were also scheduled. The event is scheduled for November 19, 2014 at La Colombe d'Or.

Also discussed were the elements of the real estate brochure that needed updating along with a timeline to get that done in order to be ready with an updated document for use at the event.

### **Finance Committee**

The committee met on November 3, and discussed invoices and various delinquent assessments. Invoices were approved and recommended for payment.



MUNICIPAL ACCOUNTS  
& CONSULTING, L.P.

November 4, 2014

Board of Directors  
Montrose Management District  
9610 Long Point Rd. Suite 150  
Houston, TX 77055

Dear Board of Directors:

It has been a pleasure to serve as your bookkeeper for the District. In the last 5 years, there have been notable changes to the industry as our District community has taken on more responsibility and accountability. We have grown from doing basic bookkeeping to now handling near full service accounting functions in order to comply with the government regulations and accounting standards. In addition, we have created value added services to help your bottom line and expanded our internal controls to ensure the safety and accuracy of our services. The following are a sample of what we have done in the last 5 years:

- Investments –
  - We have developed a team of people solely dedicated to handling the investments beyond your checking accounts. They are there to ensure that we invest solely in reputable, stable financial institutions and garner the best rate possible.
  - During the recent financial recession, none of our clients have been exposed to any losses or invested in any financial institution that was taken over by FDIC. We have taken pride in fact that we track all our financial institutions ratings and financials on a monthly basis to ensure this quality.
  - During the last 5 years, while most in our industry were investing in money markets and TexPool, our investment team was able to achieve approximately \$3,000 in additional interest over what TexPool interest would have been allowing the district to maintain its current level of services.
- Remote Access and Off Site Data Backup
  - Several years ago, we determined that we needed a contingency plan for our offices in case of an emergency. Our computer network is now linked across all of our four offices so that if one office is down, then others can step in to deliver timely data.
  - All client data is backed up in our Austin and Houston office so that in case of hurricanes or other related emergencies, our client data will be protected. During Hurricane Ike, we experienced no down time and were up and running the next day with no loss of data, documents or damage.
  - We have dispersed laptops and smart phones to each of our consultants so that they can respond to questions and client developments even if they are not in the office. This helps answer questions by consultants and Directors in a more timely manner so the District business does not have to wait for an answer.

We are fortunate that we do not have to come to Board every year to discuss our contract, but we have not requested an increase in our base rate in almost 3 years. As a result of the sample list of actions that we have taken and to ensure that we maintain the best quality employees, we would kindly request the Board consider an increase in our base rate of \$125 per month as well as an increase of our hourly rate to \$75 per hour.

While we hope that we make the accounting function look easy, it is much more complex now than it used to be. We would welcome anyone that would like to come by our office for our tour to see how the process works and meet our outstanding team.

We look forward to continuing our long standing relationship with your District and will continue to strive to find ideas and solutions that will help your District thrive.

Kind regards,

A handwritten signature in cursive script that reads "Felecia Alexander". The signature is fluid and elegant, with a large initial 'F' and a decorative flourish at the end.

Felecia Alexander  
Bookkeeper for the District

## SERVICE AGREEMENT

This Service Agreement (this "Agreement") is entered into on \_\_\_\_\_, 2014 (the "Effective Date") by and between the Montrose Management District, a conservation and reclamation district and a body politic and a political subdivision of the State of Texas, created under the authority of Article XVI, Section 59 of the Texas Constitution and operating under and governed by the provisions of Chapters 49 and 54, Texas Water Code, as amended (the "Owner"), and Chris Labod, (the "Contractor").

### RECITALS

WHEREAS, the Owner has determined it is in the Owner's best interest to engage a service provider for the services described herein; and NOW, THEREFORE, in consideration of the premises, mutual promises, covenants, obligations and benefits herein contained, the Owner and Contractor agree as follows:

#### I.

##### SERVICES

Section 1.01. Services. Contractor shall perform certain services (the "Services") for the Owner from time to time as approved in writing by the Board of Directors (the "Board"), and Contractor shall be compensated for such services as approved by the Board. Contractor may not deviate from approved Services without the prior written consent of the Board. Approval of Services shall be evidenced by a written proposal or service order, which shall include the service to be performed, the location and the fees. Currently approved proposals and service orders are attached hereto as **Exhibit A**. During the term of this Agreement, Contractor or Owner may recommend certain additions or changes to the Services. In such case, the additions or changes shall be submitted to the Owner for approval in the form of a new proposal or service order. When any new Services or changes to Services are approved, another exhibit shall be added to this Agreement, signed and dated by each Party. The exhibits added shall be sequenced in alphabetical order beginning with **Exhibit B** and shall be dated when approved by the Board. All fees described in the proposal or service order shall include charges for labor, materials, insurance, equipment and any other items required to perform the work in the Services.

#### II.

##### COMPENSATION

Section 2.01. Payment for Services. Contractor shall submit a detailed invoice (together with any back-up documentation requested by the Owner) indicating the Services performed for the prior billing period under the terms of this Agreement. Contractor shall submit detailed invoices to the Owner's bookkeeper:

Felecia Alexander  
Municipal Accounts & Consulting, L.P.  
1300 Post Oak Blvd., Suite 1600  
Houston, Tx. 77056  
Direct: 713-366-3065  
Fax: 713-629-6859  
[faalexander@municipalaccounts.com](mailto:faalexander@municipalaccounts.com)  
[www.municipalaccounts.com](http://www.municipalaccounts.com)

Payment shall be made within forty-five (45) days of the approval of Contractor's invoice by the Owner. Interest shall not be paid on service invoices. Contractor agrees that upon completion of the work called for hereunder, it will furnish the Owner with proof, satisfactory to the Owner, that all labor, material and equipment for which Contractor has been paid, have been satisfied and paid, unless the Owner waives such proof. Upon furnishing such proof, or waiver thereof, the amount billed by Contractor will be reviewed by the Owner for approval and all undisputed amounts shall be paid to Contractor in accordance with this Section.

### III. GENERAL CONDITIONS

Section 3.01. Contractor's Duties. Contractor covenants with the Owner to furnish its best skill and judgment in performing the Services for the Owner. Contractor agrees to furnish efficient business administration and superintendence and to use its best efforts to furnish at all times an adequate supply of workmen, materials and equipment and to perform the Services in the most expeditious and economical manner. Contractor agrees to exercise reasonable diligence in performing the Services, using the degree of care and skill that a prudent person in the same or similar profession would use.

Section 3.02. Relationship of Owner and Contractor. Contractor has been retained by the Owner for the sole purpose and to the extent set forth in this Agreement. It is understood and agreed that all work so done by Contractor shall meet with Owner approval, but that the detailed manner and method of performing the Services shall be under the control of Contractor. Contractor's relationship to the Owner during the term of this Agreement is that of an independent contractor. The relationship between the Owner and Contractor is not exclusive.

Section 3.03. Hold Harmless.

**CONTRACTOR, FOR ITSELF AND ITS SUCCESSORS AND ASSIGNS, AGREES TO WAIVE ANY CLAIMS AGAINST AND HOLD HARMLESS THE OWNER AND ITS OFFICERS, DIRECTORS, REPRESENTATIVES, AND AGENTS FROM AND AGAINST ANY AND ALL CLAIMS, DEMANDS, OR CAUSES OF ACTION ARISING PERSONAL INJURY OR PROPERTY DAMAGE ARISING FROM THIS AGREEMENT OR THE SERVICES CONTEMPLATED THEREIN.**

Section 3.04. Term and Termination. Either party may terminate this Agreement at any time, without cause, upon thirty (30) days written notice to the other party. Contractor shall not be entitled to any payment or further payment other than for work performed or material, equipment, or supplies furnished prior to such termination. The Owner does not waive any other remedy allowed under Texas law.

Section 3.05. Agreement Controls. To the extent that there is any inconsistency between the provisions of this Agreement and any attachments or exhibits hereto, the terms of this Agreement shall control.

Section 3.06. Regulatory Requirements. All work will be done in strict compliance with all applicable city, county, state and federal rules, regulations and laws and any codes which may apply to the Services being provided. Contractor will obtain all permits and licenses required to

perform the Services and will be responsible for securing inspections and approvals of its work from any authority having jurisdiction over Contractor's Services.

Section 3.07. Safety and Health Standards. Contractor shall observe and comply with all applicable federal, state and local health and safety laws and regulations.

Section 3.08. Inspection. The Owner and its duly authorized representatives shall have the right to inspect all Services being performed hereunder at any time. Contractor agrees to maintain adequate books, payrolls and records satisfactory to the Owner in connection with any and all Services performed hereunder and to maintain such books, payrolls and records for at least four years. The Owner and its duly authorized representatives shall have the right to audit such books, payrolls and records at any reasonable time or times.

Section 3.09. Warranty. In addition to other common law and statutory warranties, whether implied or express, Contractor's warranty applies to materials, parts, labor and workmanship for one year from the date of completion of the Project. Contractor shall transfer all manufacturers' warranties to the Owner.

Section 3.10. Assignability. Contractor shall not assign its rights or obligations or any sum that may accrue to it hereunder without the written consent of the Owner, which shall be granted or denied in the Owner's sole discretion.

Section 3.11. Modifications. This Agreement shall be subject to amendment, change or modification only with the prior mutual written consent of the Owner and Contractor, except to add any future exhibits pursuant to Section 1.01.

Section 3.12. Force Majeure. In the event either party to this Agreement is rendered unable, wholly or in part, by force majeure including an act of God; strikes; lockouts, or other industrial disturbances; acts of the public enemy; orders of any kind of government of the United States or the State of Texas or any civil or military authority (other than a party to this Agreement); insurrections; riots; epidemics; landslides; lightning; earthquakes; fires; hurricanes; storms; floods; droughts; arrests; civil disturbances; explosions; or other inability similar to those enumerated; to carry out its obligations under this Agreement, it is agreed that party shall give written notice of such act to the other party as soon as possible after the occurrence of the cause relied on and shall, thereafter, be relieved of its obligations, so far as they are affected by such act, during the continuance of any inability so caused, but for no longer.

Section 3.13. Agreement Subject to Applicable Law. This Agreement and the obligations of the parties hereunder are subject to all rules, regulations and laws which may be applicable by the United States, the State of Texas or any other regulatory agency having jurisdiction.

Section 3.14. Governing Law. This Agreement is governed in accordance with the laws of the State of Texas and shall be enforceable in the county in which the Owner is located.

Section 3.15. Waiver. No waiver or waivers of any breach or default by a party hereto of any term, covenant or condition or liability hereunder of performance by the other party of any duty or obligation hereunder will be deemed a waiver thereof in the future, nor will any such waiver or waivers be deemed or construed to be a waiver of subsequent breaches or defaults of any kind, character or description, under any circumstances.

Section 3.16. Intended Beneficiaries. This Agreement is for the sole and exclusive benefit of the Owner and Contractor and will not be construed to confer any benefit upon any other party.

Section 3.17. Severability. The provisions of this Agreement are severable, and if any provision or part of this Agreement or the application thereof to any person or circumstance is ever held by any court of competent jurisdiction to be invalid or unconstitutional for any reason, the remainder of this Agreement and the application of such provision or part of this Agreement to other persons or circumstances will not be affected hereby.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement in multiple copies, each of equal dignity, as of the date set forth on the first page hereof.

[EXECUTION PAGE FOLLOWS]

**Exhibit A**

*Website maintenance services agreement. For the amount of \$350 per month, under website maintenance, and email marketing for the Montrose District, Chris Labod will do the following:*

## MontroseDistrict.org Maintenance Plan

### Maintenance Plan

\$350 / month

#### Maintenance of the website and email database

##### Website Maintenance

- Regular security scans
- Daily back-up of database, weekly back-up of complete website
- Update of WordPress core system as needed
- Update of plug-ins as needed
- Upload of board books, agendas, minutes and other files

##### Mass eMail based on posts to the site

- Setup and maintenance of email database
- Detailed campaign reports available

##### Social Media

- Assistance with social media accounts if needed

Owner:

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Bill Calderon, Executive Director, Montrose District

Contractor:

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Chris Labod



## STRATEGIC ALLIANCE AGREEMENT

This Strategic Alliance Agreement (the "Agreement"), is made as of this \_\_\_\_ day of \_\_\_\_\_ (the "Effective Date"), by and between the Houston Arts Alliance, Inc., a Texas not for profit corporation (or "Alliance") and The Montrose Management District, a Texas municipal management district ("District") (each a "Party" and together the "Parties").

### BACKGROUND:

WHEREAS, the Houston Arts Alliance owns Artshound.com, a comprehensive online arts and culture events calendar, and wishes to license its content to the District to promote arts and culture events on www.artshound.com.

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Houston Arts Alliance and District hereby agree as follows:

**1. License.** Subject to the terms and conditions of this Agreement, Houston Arts Alliance hereby grants District during the term of this Agreement a license to use Artshound.com content. All rights in or to the platform and services other than the limited license rights granted above are expressly reserved and retained by the Houston Arts Alliance.

### **2. Website Content**

**2.1 Listings.** Houston Arts Alliance agrees to provide accurate, edited content for a range of events including, but not limited to performing arts, visual arts, cultural, festivals, family attractions films, literary, workshops/conferences, job opportunities, venues and directory of cultural organizations. Additionally, Houston Arts Alliance will:

- Provide calendar of a modified feed of the following zip codes: 77006, 77098, 77019 from Artshound to District's calendar. Additional zip codes, up to five, may be added throughout the year.
- Provide administrative/technical support as needed from Artshound.com staff.
- Content may be all inclusive or selected at District's discretion.
- Artshound and HAA logos for use in online and collateral materials where calendar is referenced.
- The District will receive a one time, Artshound newsletter banner ad, valued at \$800 as a part of this renewal.

The District agrees to:

- Manage their own calendar and provide technical support once initial details are coordinated with Houston Arts Alliance.

- Artshound/HAA logo included on District's website (on calendar pages). Verbiage to be something similar to "The Artshound calendar in Partnership with Houston Arts Alliance."
- Artshound/Houston Arts Alliance logos on anything including print pieces, collateral, promotional items and e-blasts where calendar is promoted or referenced.

**2.1 Branding.** District will include on all pages where Houston Arts Alliance content is provided a 'Powered by Artshound' attribution.

**3. Maintenance Fee.** In addition to the compensation and consideration elsewhere specified in this Agreement, District will compensate the Houston Arts Alliance a \$3,000 annual fee.

**4. Quality Control.** District shall at all times provide service in accordance with the highest standards of professionalism and business practices, and in accordance with all applicable laws, rules and regulations and Houston Arts Alliance's standards. District agrees to provide the following disclosure link (<http://www.artshound.com/page/privacy>) where Artshound.com is referenced. Additionally the following disclaimer will be added to all classifieds listings: • **"Disclaimer:** Artshound.com assumes no responsibility for the accuracy or outcome of any classified listing. Please do not contact Artshound.com regarding any of the classified listings above."

## **5. Term and Termination.**

**5.1 Term.** The term of this Agreement shall commence on the Effective Date and shall expire on the first anniversary of the Effective Date ("Term"), unless the Parties mutually agree to an extension or unless earlier terminated hereunder. The terms of this Agreement may be modified by written agreement by both Parties.

**5.2.1 District Default.** In the event of a District Default (as defined below), Houston Arts Alliance may terminate this Agreement by giving written notice to District, in which event this Agreement and any rights granted hereunder shall terminate on the date specified in such notice. The following events shall constitute a "District Default":

(a) breach of any representation, warranty or covenant of District contained in this Agreement, and, to the extent it can be cured, such breach shall not have been cured within 15 days after written notice thereof shall have been given to District by Houston Arts Alliance;

(b) Non payment of maintenance fee.

(c) Any material violation by District of a law, regulation or order of any governmental or administrative body applicable to District which does adversely affect the reputation of Houston Arts Alliance, including without limitation any violation of any securities or privacy law or regulation.

**5.2.2 Houston Arts Alliance Default.** In the event of a Houston Arts Alliance Default (as defined below), District may terminate this Agreement by giving written notice to Houston Arts Alliance, in which event this Agreement and any other rights granted hereunder shall terminate on the date specified in such notice. The following events shall constitute a "Houston Arts Alliance Default":

(a) Material breach of any representation, warranty or covenant of Houston Arts Alliance contained in this Agreement, and, to the extent it can be cured, such breach shall not have been cured within 15 days after written notice thereof shall have been given to Houston Arts Alliance by District; or

(b) Any material violation by Houston Arts Alliance of a law, regulation or order of any governmental or administrative body applicable to Houston Arts Alliance which may adversely affect the reputation of District (including without limitation any violation of any securities or privacy law or regulation).

**5.2.3 General.** Either Party may terminate this Agreement for any reason upon sixty (60) days' written notice to the other Party. Upon the expiration or termination of the Agreement for any reason (a) all rights and licenses granted hereunder shall cease immediately; and (b) each Party shall promptly return to the other Party, or destroy and certify the destruction of, all Confidential Information (as hereinafter defined) of the other Party.

**5.3 Survival.** The following obligations of the parties will survive termination or expiration of this Agreement for a period of three (3) years: Sections 6, 7, 8, and 10 and any payment or reporting obligations of a party that accrue prior to such termination or expiration.

## **6. Representations and Warranties; Indemnification; Disclaimer**

**6.1 By Houston Arts Alliance.** Houston Arts Alliance hereby represents and warrants to District that it has the authority required to enter into this Agreement according to its terms, and that the execution, delivery, and performance of this Agreement will not, with or without the giving of notice or the passage of time, or both, violate any provision of law, rule or regulation to which it is subject, or conflict with or result in a breach or default under any agreement or other instrument to which Houston Arts Alliance is a party or by which it may be bound. It owns all right, title and interest in, or otherwise possesses all permission, consents and licenses necessary to license the content and as set forth in this Agreement, including, without limitation, all necessary rights to the software, technology and other elements required in connection with the operation of the products and services offered hereunder; and Houston Arts Alliance will make reasonable commercial efforts to make sure that the content provided by in advertisements, if any, shall not infringe the copyright or other intellectual property rights of any third party, or contain knowingly libelous, slanderous or defamatory material. Houston Arts Alliance will use its best efforts to ensure the accuracy of all provided information or content for **Artshound.com**.

**6.2 By District.** District hereby represents and warrants to Houston Arts Alliance that: it has the authority required to enter into this Agreement according to its terms, and that the execution, delivery, and performance of this Agreement will not, with or without the giving of notice or the passage of time, or both, violate any provision of law, rule or regulation to which it is subject, or conflict with or result in a breach or default under any agreement or other instrument to which it is a party or by which it may be bound and it is and shall remain in compliance with all applicable laws and regulations with respect to its obligations under this Agreement.

**6.3 Indemnification** If a third party brings a claim, suit or action against either party hereto or its respective affiliates, directors, officers, employees or independent contractors (each, an "indemnified party" or collectively, the "indemnified parties") as a result of or arising from a breach by the other party to this Agreement (the "indemnifying party") of any representation, warranty, covenant or agreement contained in this Agreement, or arising out of the actions of the indemnifying party, including from breaches of any and all material contained within the Content, then the indemnifying party, at its expense, will defend such claim, suit or action, and will indemnify and hold harmless the indemnified

parties, including the indemnified parties' parent, subsidiaries, affiliates, and their respective directors, officers, employees, representatives, agents and assigns, from and against any damages assessed, awarded, and/or fined in such claim, suit, or action by a court of competent jurisdiction or pursuant to an arbitration proceeding, or any amounts due pursuant to a settlement of such claim, suit or action.

A party's obligation to indemnify the other party under this Agreement will be contingent on: (i) the indemnified party giving the indemnifying party prompt written notice of a claim, provided, however, that failure of a party to give prompt notice will not relieve the indemnifying party from its obligations under this Agreement unless the indemnifying party's ability to defend or the defense is materially prejudiced by such failure; (ii) the indemnified party not having waived any defense or compromising or settling any such claim. Upon receipt of notice of a claim from an indemnified party, the indemnifying party will, at its sole cost and expense, assume the defense of the claim using reputable and qualified counsel chosen by it; provided the indemnified party will have the right to make reasonable objections to the choice of such counsel. The indemnified party will be entitled to participate in the defense of such claim and to employ counsel at its own expense to assist in the handling of such claim. The indemnifying party will have the right to negotiate a settlement of the claim, subject to the indemnified party's prior written consent to the extent such settlement affects the rights or obligations of the indemnified party, which will not be unreasonably withheld or delayed. The indemnified party will provide the indemnifying party with such assistance, at the indemnifying party's expense, as may be reasonably requested by the indemnifying party in connection with any such defense, including, without limitation, providing the indemnifying party with such information, documents, records and reasonable access to the indemnified party as the indemnifying party may reasonably deem necessary. The indemnified party will reasonably assist the indemnifying party with the mitigation of any losses in connection with the indemnification obligations set forth in this Agreement.

**6.4 Limited Warranties.** EXCEPT AS EXPRESSLY PROVIDED IN THIS AGREEMENT, NEITHER PARTY MAKES ANY WARRANTIES, EXPRESS OR IMPLIED, INCLUDING THE WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, WITH RESPECT TO (A) ITS RESPECTIVE WORLD WIDE WEBSITES, ITS DATABASES, OR THE FUNCTIONALITY, PERFORMANCE OR RESULTS OF USE THEREOF, OR (B) ANY CONTENT, SOFTWARE, USAGE STATISTICS, OR OTHER MATERIALS OR INFORMATION PROVIDED TO THE OTHER PARTY.

## **7. Limitation of Liability.**

**7.1 Limitation.** NOTWITHSTANDING ANYTHING TO THE CONTRARY CONTAINED IN THIS AGREEMENT, EXCEPT AS SET FORTH BELOW, NEITHER PARTY WILL BE LIABLE TO ANY OTHER PARTY (NOR TO ANY PERSON CLAIMING RIGHTS DERIVED FROM THE OTHER PARTY'S RIGHTS) FOR INCIDENTAL, INDIRECT, CONSEQUENTIAL, SPECIAL, PUNITIVE OR EXEMPLARY DAMAGES OF ANY KIND - INCLUDING LOST REVENUES OR PROFITS, LOSS OF BUSINESS OR LOSS OF DATA - ARISING OUT OF THIS AGREEMENT (INCLUDING WITHOUT LIMITATION AS A RESULT OF ANY BREACH OF ANY WARRANTY OR OTHER TERM OF THIS AGREEMENT), REGARDLESS OF WHETHER THE PARTY LIABLE OR ALLEGEDLY LIABLE WAS ADVISED, HAD OTHER REASON TO KNOW, OR IN FACT KNEW OF THE POSSIBILITY THEREOF.

**7.2 Exclusions from Limitations.** UNLESS AND THEN ONLY TO THE EXTENT THIS AGREEMENT EXPRESSLY STATES OTHERWISE, NOTHING IN THIS AGREEMENT SHALL EXCLUDE OR LIMIT EITHER PARTY'S LIABILITY FOR: (A) BREACH OF THE EXCLUSIVITY OBLIGATIONS CONTAINED IN THIS AGREEMENT, (B) BREACHES OF ANY

CONFIDENTIALITY OBLIGATIONS CONTAINED IN THIS AGREEMENT, (C) INFRINGEMENT OR MISAPPROPRIATION OF THE OTHER PARTY'S INTELLECTUAL PROPERTY RIGHTS, OR (D) AMOUNTS PAYABLE TO THIRD PARTIES PURSUANT TO THE PARTIES' INDEMNIFICATION OBLIGATIONS HEREUNDER.

## **8. Confidentiality.**

**8.1 Generally.** Each Party will keep the specific terms of this Agreement confidential and not disclose any portion of them to any third party (other than to its attorneys, accountants, advisors and potential investors who are bound to keep such information confidential) without the other Party's prior written consent, except as required by law.

**8.2** In connection with the negotiation and performance of this Agreement, a Party (the "Receiving Party") may receive or may have received information of the other Party (the "Disclosing Party") which is confidential or proprietary in nature, including without limitation information about a Party's products, databases, services, finances, marketing, competitors and future plans ("Confidential Information"). Subject to Section 8.3 below, information will be considered "Confidential Information" hereunder only if labeled "Confidential" or "Proprietary" or if the Receiving Party had reason to know of its confidential or proprietary status. The Receiving Party agrees that, during the Term of this Agreement and for a period of three (3) years thereafter, it will keep the Confidential Information in strictest confidence and protect such Confidential Information by similar security measures as it takes to protect its own Confidential Information of a similar nature, but in no event shall the Receiving Party take less than reasonable care with the Confidential Information of the Disclosing Party. The Receiving Party also agrees that it will not use any Confidential Information for any purpose other than in connection with the performance of its obligations under this Agreement. This Section is intended to cover information that may have been provided by one Party to the other prior to the execution of this Agreement as well as subsequent to its execution.

**8.3** The term "Confidential Information" shall not include information which is or becomes generally available to the public without breach of this Agreement, is in the possession of the Receiving Party prior to its disclosure by the Disclosing Party, becomes available from a third party not in breach of any obligations of confidentiality, is independently developed by the Receiving Party, or is required to be disclosed by the Receiving Party pursuant to law, rule, regulation, subpoena or court order.

The Parties recognize that the disclosure or use of a Disclosing Party's Confidential Information by the Receiving Party in violation of the provisions of this Section may cause irreparable injury to the Disclosing Party; therefore, in the event either Party breaches the provisions of this section, the other Party, in addition to any other remedies it may have, shall be entitled to seek preliminary and permanent injunctive relief.

## **9. Publicity.**

**9.1 Press Release.** Only upon the prior written consent of the other Party hereto, which will not be reasonably withheld, may Houston Arts Alliance and District issue any press release with respect to the subject matter of this Agreement or a business relationship between the Parties.

## **10. Miscellaneous.**

**10.1 Amendment and Modification.** This Agreement may not be amended, modified or supplemented in any manner, whether by course of conduct or otherwise, except by an instrument in writing signed on behalf of each party and otherwise as expressly set forth herein.

**10.2 Waiver.** No failure or delay of any party in exercising any right or remedy hereunder shall operate as a waiver thereof, nor shall any single or partial exercise of any such right or power, or any abandonment or discontinuance of steps to enforce such right or power, or any course of conduct, preclude any other or further exercise thereof or the exercise of any other right or power. The rights and remedies of the parties hereunder are cumulative and are not exclusive of any rights or remedies which they would otherwise have hereunder. Any agreement on the part of any party to any such waiver shall be valid only if set forth in a written instrument executed and delivered by a duly authorized officer on behalf of such party.

**10.3 Notices.** All notices and other communications hereunder shall be in writing and shall be deemed duly given by registered or certified mail, return receipt requested, postage prepaid, or via overnight delivery by a reputable carrier like UPS or Federal Express. All notices hereunder shall be delivered, if to District, to the address set forth below, or if to Houston Arts Alliance, to the addresses set forth below, or pursuant to such other instructions as may be designated in writing by the party to receive such notice:

Attention: Johnathan Glus  
President & CEO  
3201 Allen Parkway, Suite 250  
Houston, Texas 77019  
FAX: 713-630-5210

Attention: Bill Calderon  
Executive Director  
5020 Montrose, Suite 311  
Houston, Texas 77006  
FAX: 713-595-1295

**10.4 Interpretation.** When a reference is made in this Agreement to a Section, Schedule, Article or Exhibit such reference shall be to a Section, Schedule, Article or Exhibit of this Agreement unless otherwise indicated. The table of contents and headings contained in this Agreement or in any Exhibit are for convenience of reference purposes only and shall not affect in any way the meaning or interpretation of this Agreement. All words used in this Agreement will be construed to be of such gender or number as the circumstances require. Any capitalized terms used in any Exhibit or Schedule but not otherwise defined therein shall have the meaning as defined in this Agreement. All Exhibits and Schedules annexed hereto or referred to herein are hereby incorporated in and made a part of this Agreement as if set forth herein. The word "including" and words of similar import when used in this Agreement will mean "including, without limitation", unless otherwise specified.

**10.5 Entire Agreement.** This Agreement and the delivered in connection herewith constitute the entire agreement, and supersede all prior written agreements, arrangements, communications and understandings and all prior and contemporaneous oral agreements, arrangements, communications and understandings among the parties with respect to the subject matter hereof and thereof.

**10.6 No Third-Party Beneficiaries.** Nothing in this Agreement, express or implied, is intended to or shall confer upon any other person other than the parties and their respective successors and permitted assigns any legal or equitable right, benefit or remedy of any nature under or by reason of this Agreement.

**10.7 Governing Law.** This Agreement and all disputes or controversies arising out of or

relating to this Agreement or the transactions contemplated hereby shall be governed by, and construed in accordance with, the internal laws of the State of Texas, without regard to the laws of any other jurisdiction that might be applied because of the conflicts of laws principles of the State of Texas.

**10.8 Submission to Jurisdiction.** Each of the parties agree that any legal action or proceeding arising out of or relating to this Agreement brought by the other party or its successors or assigns shall be brought and determined in the courts of the State of Texas, and each of the parties hereby submits to the exclusive jurisdiction of the aforesaid courts for itself and with respect to its property, generally and unconditionally, with regard to any such action or proceeding arising out of or relating to this Agreement and the transactions contemplated hereby. Each of the parties agrees not to commence any action, suit or proceeding relating thereto except in the courts described above in Texas, other than actions in any court of competent jurisdiction to enforce any judgment, decree or award rendered by any such courts in Texas.

**10.9 Assignment; Successors.** Neither this Agreement nor any of the rights, interests or obligations under this Agreement may be assigned or delegated, in whole or in part, by operation of law or otherwise, by either party without the prior written consent of the other party, and any such assignment without such prior written consent shall be null and void. Subject to the preceding sentence, this Agreement will be binding upon, inure to the benefit of, and be enforceable by, the parties and their respective successors and assigns. Consent for assignment may not be unreasonably withheld.

**10.10** The parties agree that irreparable damage would occur in the event that any of the provisions of this Agreement were not performed in accordance with their specific terms or were otherwise breached. Accordingly, each of the parties shall be entitled to specific performance of the terms hereof, including an injunction or injunctions to prevent breaches of this Agreement and to enforce specifically the terms and provisions of this Agreement in the courts of the State of Texas, this being in addition to any other remedy to which such party is entitled at law or in equity. Each of the parties hereby further waives (a) any defense in any action for specific performance that a remedy at law would be adequate and (b) any requirement under any law to post security as a prerequisite to obtaining equitable relief.

**10.11 Severability.** Whenever possible, each provision or portion of any provision of this Agreement shall be interpreted in such manner as to be effective and valid under applicable law, but if any provision or portion of any provision of this Agreement is held to be invalid, illegal or unenforceable in any respect under any applicable law or rule in any jurisdiction, such invalidity, illegality or unenforceability shall not affect any other provision or portion of any provision in such jurisdiction, and this Agreement shall be reformed, construed and enforced in such jurisdiction as if such invalid, illegal or unenforceable provision or portion of any provision had never been contained herein.

**10.12 Counterparts.** This Agreement may be executed in two or more counterparts, all of which shall be considered one and the same instrument and shall become effective when one or more counterparts have been signed by each of the parties and delivered to the other party.

**10.13 Facsimile Signature.** This Agreement may be executed by facsimile and/or scanned signature and either signature shall constitute an original for all purposes.

[Remainder of this page intentionally left blank.]

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement by their duly authorized representatives.

**HOUSTON ARTS ALLIANCE**

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**MONTROSE MANAGEMENT DISTRICT**

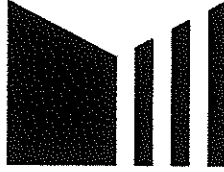
By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_





## MONTROSE DISTRICT AGENDA MEMORANDUM

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TO: Montrose Management District Board of Directors  
FROM: Bill Calderon, Executive Director  
DATE: November 10, 2014  
ITEM: Receive report from Marketing and Business Relations Committee

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**Staff note:** The minutes of the committee meeting of October 22 are attached for review.

**THE COMMITTEE CONSIDERED THE FOLLOWING ACTION ITEM(S):**

Consider an agreement with Chris Labod, LLC for monthly website maintenance and updates.

Consider an agreement with the Houston Arts Alliance (HAA) for event calendar feed.

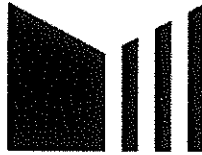
**Committee Recommendations:**

The committee recommends approval of the agreement with Chris Labod, LLC for maintenance of the District website in the amount of \$350 per month.

The committee recommends approval of the agreement with Houston Arts Alliance (HAA) for website calendar feed in the amount of \$250 per month.

**Fiscal Notes:**

There is sufficient funding in the FY 2014 marketing budget for the proposed expenditures.



## MEMORANDUM

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TO: Montrose District Board of Directors  
FROM: District Executive Director  
DATE: November 10, 2014  
SUBJECT: Marketing and Business Relations Committee Meeting Minutes

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The Marketing and Business Relations Committee met on Wednesday, October 22 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 Robert Jara.

Staff and vendors present: Marketing Director Gretchen Larson, Executive Director Bill Calderon, Business Ambassador Dennis Beedon and Social Media Strategist Tawny Tidwell.

### **THE COMMITTEE WAS CONSIDERED THE FOLLOWING:**

#### **Receive updates on 2014 project work plan.**

Marketing Director Larson provided an overview of events for the remainder of the year which included the October 25 recycling event, November 12 annual lighting ceremony "flip the switch" event at Niko Nikos, December 18 business mixers at Rivas and the holiday decorating contest kickoff.

#### **Updates on website redesign effort**

#### **Consider an agreement with Chris Labod, LLC for monthly website maintenance and updates.**

Executive Director Calderon stated that a new website maintenance provider was being recommended for site maintenance. He stated that the previous provider, MUSE, had declined to provide services as he wanted a hold harmless clause in his agreement with the District which Clark Lord determined the District could not do. Director Calderon stated that Chris Labod was being recommended to service the site while redesign was underway and to stay on thereafter. The monthly fee proposed by Mr. Labod is \$350 per month. Upon conclusion of the discussions, the committee recommended that the agreement with Chris Labod for website maintenance be forward to the board for consideration.

#### **Consider an agreement with the Houston Arts Alliance (HAA) for event calendar feed.**

Executive Director Calderon stated that renewal with HAA was being recommended for approval. He stated that HAA had offered to maintain the same pricing as last year and add a one time on line ad of our time and choosing valued at \$800. He stated that the monthly fee will be \$250 per

month. Staff stated that they had looked at a variety of options for calendar services and that HAA was the really the most viable option available for both the price and the amount of content provided. The Committee Members stated that they were pleased with the information provided by HAA and felt that the relationship was mutually beneficial. Upon conclusion of the discussions, the committee recommended that the agreement with HAA for website calendar feed be forward to the board for consideration.

**Receive updates from Business Ambassadors.**

BA's Cortes and Beedon gave the committee updates regarding visits for the past month. They stated that they continue to be well received and that feedback from businesses on the work the District was doing was very positive.

There being no further business to discuss the meeting adjourned at 5:00 p.m.

## Memorandum

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TO: Montrose Management District Board of Directors  
FROM: District Executive Director  
DATE: October 22, 2014  
SUBJECT: Business & Economic Development Committee Meeting Minutes

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The Business & Economic Development Committee of the Montrose Management District held its October meeting on Wednesday, October 22, 2014 at Tradition Bank, 5020 Montrose Blvd., Houston, TX 77006. Committee members attending were Claude Wynn, Charlie Norris, Steve Madden and Ryan Haley. Staff attending were Bill Calderon, Ray Lawrence and Tawny Tidwell. The meeting was called to order at 12:11 PM.

### **Approval of Minutes**

Minutes of the September 24 committee meeting were approved as written.

### **2014 Real Estate Forum Luncheon**

Arrangements for the Real Estate Forum luncheon to be held at the Grand Salon of La Colombe d'Or on November 19 are almost complete. After Tawny Tidwell had installed the Brown Paper Tickets software for recording guest registrations, invitation flyers have been sent out to members of the board, the B&ED Committee, a number of public officials and a list of 350 real estate and business professionals. So far, 44 have registered. A deposit of \$2,500 has been paid and Ray Lawrence has met with Mary Rosenstein at the location. The table arrangement will be similar to last year's except that more tables are expected to be needed to accommodate up to 200 expected attendees. The menu will be the same as last year's with Red Snapper as the entrée. Claude Wynn will MC the event and make a few welcoming remarks after which Steve Zimmerman will describe the history of the room. The speakers, in order of introduction, are Jason Baker (Baker Katz), Scott McClelland (H-E-B) and Bobby Heugel (Anvil/Hay Market). The sponsors at \$1,000 each are Tradition Bank, Boyar Miller, Claude Wynn Interests, PMRG and Chas. Schwab. La Colombe d'Or is also considered a sponsor for providing the room at no cost. Each of the monetary sponsors is entitled to a table for nine. Ray Lawrence has requested that sponsors supply him with a list of guests, their organizations and email addresses, so they can be registered as required, have seats reserved and be directed to their proper tables upon arrival.

Bill Calderon suggested that sponsor logos be displayed on a screen in back of the speakers table and podium. A sign highlighting the event will also be placed on the front of the podium. Gretchen Larson will arrange for the microphone and sound system. She will also be asked to invite representatives of the press to attend. Name tags will be produced from the list of guests that have RSVPd for the event.

### **Progress Report on Updated District Brochure**

Assisted by Patrick Horton with new District profile numbers, Ray Lawrence expects to complete the draft of the new sections for the updated brochure by no later than Friday the 24<sup>th</sup>. At that point, he

will circulate it to all committee members for any corrections or other suggested changes. The New Development section will be enlarged to include Hanover's high rise and other projects that are under construction or planned.

### **Alabama Row Project**

Ray Lawrence met with Bruce Frankel on Tuesday the 21<sup>st</sup> to obtain information – including project brochure and floor plan – about the “Alabama Row” project he plans to develop on behalf of Sloan Properties LLC headed by Mark Brinker. The location is the northeast corner of Mandell and Alabama where Brinker had acquired four single-family properties over time. The project will include 11,300 SF of ground floor lease space over which a 2 ½ story 120 space garage will be constructed with both elevator and open stair access. The lease space is expected to be divided into four store spaces – all designed for restaurant or coffee shop use. Facility design is by Johnson Design Group. If successful, the project will demonstrate the feasibility of commercial development on shallow properties which may represent the majority of redevelopment opportunities in the Montrose District.

### **Adjournment**

The meeting was adjourned at 1:18 PM.

Montrose District  
Social Media Report  
October 2014

prepared by  
Tawny Tidwell

November 1, 2014

# Stats

## TWITTER:

Number of total tweets from Oct 01-Oct 31:	95
Increase in Followers for October 2014:	187
Total Followers:	4,065

## FACEBOOK:

Total number of 'likes': (Up from 6,647 in September 2014)	7,547
---	-------

Total page views this month:	192,800 by 109,000 Indiv. Users
Total page views in September:	179,600 by 103,200 Indiv. Users

## Top 5 Posts:

Story on Montrose Crawl	11,300
Best Comfort Food in Montrose	6,800
Bungalow Coffee Story	6,200
Niko Niko's Expansion	5,500
"Skip Austin, Visit Houston"	4,500

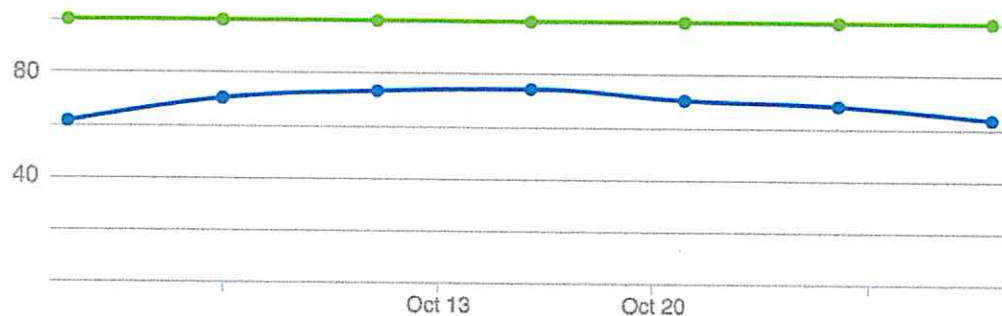
## THREE MONTH RECAP

	August	September	October
Twitter	3782	3899	4065
Facebook	5901	6647	7547

# Graphs

## MY SOCIAL SCORES

ENGAGEMENT **63%** INFLUENCE **100%**



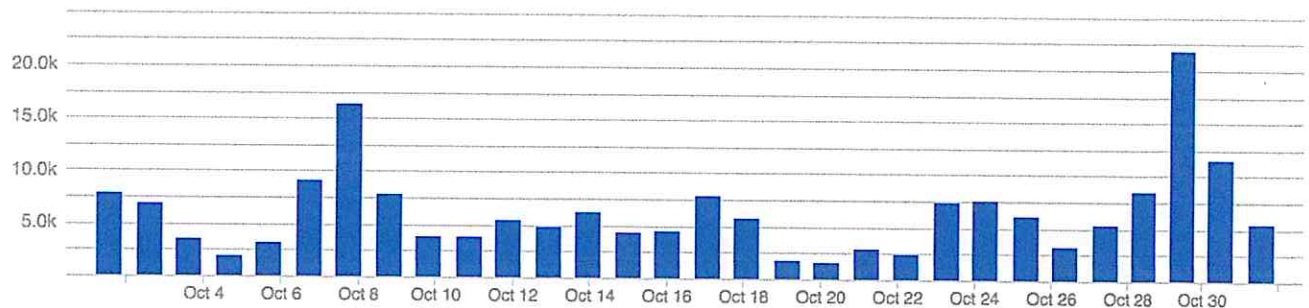
Interactive Stats (above):

Engagement: Conversing with people on Twitter who talk about our content, and retweeting others' content.

Influence: This indicates the growth and interest level of our audience.

## PAGE IMPRESSIONS

Impressions **192.8k** by **109.0k** Users



Our engagement is up on Facebook by a pretty great margin, thanks to our new content-driven approach. People are really responding well to our original content.



# Observations

**The Montrose District**  
October 17 at 12:00am · 🌐

"Fourteen years ago, palms calloused, scalp full of grease, Denise Skorka made a Scarlett O'Hara vow. She and husband David had been running The Auto Doc, a well-regarded Montrose car repair and maintenance business, and while she didn't mind helping out, Denise decided she was not going to spend the rest of her life under a car. "Someday," she promised herself, "someday, I'm going to do something girly.""



**Brewing Change: Bungalow Evolves From a Hobby to a Neighborhood's Heart**

Bungalow founder Denise Skorka wanted something girly to do. Coffee and cute gifts were her solution. Photo by Juan Islas.

MONTROSEDISTRICT.ORG | BY MMD

6,196 people reached

Boost Post

I tried some new strategies this month, and they initially paid off. Posting at midnight increased our engagement by roughly 2,000 people a post for about a week. This is because there are more opportunities for people to see our content when we are not competing with hundreds of other Pages for their views.

However, a week later Facebook retooled their algorithm to punish night-posting, and I returned to posting in the late morning as usual. I will continue to research strategies to increase engagement as the algorithm continually changes.

We are seeing a general spike in organic reach though, which is great!

On Twitter, we are getting more and more engagement in the form of retweets, where people essentially republish our content onto their own page. I can't be certain of this, but I think our promotion of the Cherryhurst Pup Crawl got a local news crew out there to cover it. I say this because we got mentioned in all of their reporters adorable pup crawl tweets.

**Samica Knight** @SamicaKnig... 5d

This #spiderman #cutie was so tiny he stayed in the palm of mom's hand mostly all day.

@MontroseHTX Pup Crawl #abc13  
[pic.twitter.com/VVT2NdUbuN](http://pic.twitter.com/VVT2NdUbuN)



**Samica Knight** @SamicaKnig... 5d

Had the best time @MontroseHTX #Halloween Pup Crawl yest! Guest Judge:) #halloweencostume #abc13 @DavidW\_Robinson  
[pic.twitter.com/IHfBRO0SQ7](http://pic.twitter.com/IHfBRO0SQ7)



Not only are these cute pictures, but it is a good example of us not only promoting businesses, but also neighborhood civic associations and local residents!