

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

June 11, 2012

Determine quorum; call to order;

The Board of Directors of the Montrose Management District held a meeting on Monday, June 11, 2012, at 12:00 p.m. Noon at 401 Branard Street, 2nd Floor, Room 106, Houston, TX 77006, inside the boundaries of the District, and open to the public. Secretary Stinson called the meeting to order at 12:06 p.m., and the roll was called of the duly appointed members of the Board, to wit:

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

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

and all of the above were present with the exception of Chairman Wynn and Directors Manning, Murland and Robinson, thus constituting a quorum. Vice Chairman Mitchmore joined the meeting in progress at 12:18 p.m. Also present at the meeting were Bill Calderon, Susan Hill, Josh Hawes and Ray Lawrence, all of Hawes Hill Calderon, L.L.P.; Clark Lord, Bracewell & Giuliani, L.L.P.; Patricia Hall, Equi-Tax, Inc.; and Darrell Hawthorne, Municipal Accounts and Consulting, L.P. Others present at the meeting were Daphne Scarbrough, Richmond Avenue Coalition; Officer Victor Beserra, Houston Police Department; Barry Abrams, Blank Rome, L.L.P.; Gene Ruple, Grand Services; and Cody Lutsch, Westmoreland Civic Association / Fat Property.

Approve minutes of meeting held May 14, 2012.

Upon a motion duly made by Director Grover and being seconded by Director Llewellyn, the Board voted unanimously to approve the minutes of its meeting held on May 14, 2012.

Receive public comments.

Ms. Scarbrough addressed the Board and said that a court hearing was held recently with regards to the lawsuit for dissolution of the District. She commended the District's attorney on representing the District well and said it was disappointing that no Board members were present. No action was taken.

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

Ms. Hall presented the Report. She reported that the 2011 assessments are 93% collected to date on the East side of the District and 94% collected on the West side. She said that the property values have been certified by the Harris County Appraisal District for all properties located within the District. She noted that the District's Top Ten Assessment Payers and the Ten Largest Delinquent Accounts are both listed in the Board agenda materials, as well as a status report on delinquent accounts including lawsuit and arbitration details. Upon a motion duly made by Director Llewellyn and being seconded by Director Nagar, the Board voted unanimously to accept the District's Monthly Assessment Collection Reports and Billing and Assessment Summaries, Lawsuit and Arbitration Status Details, and Delinquent Assessment Reports.

Receive and consider Montrose Management District's monthly financial report, pay invoices and ratify previously approved movement of District accounts from Prosperity Bank to Compass Bank.

Mr. Hawthorne reviewed the financial statements included in the Board agenda materials. Following discussion, and upon a motion duly made by Director Llewellyn and being seconded by Director Grover, the Board voted unanimously to approve the Montrose Management District's monthly financial report and pay invoices.

Receive and consider recommendations from the Public Safety Committee related to:

a. Patrol Activity Report for the month of May.

Committee Chair Nagar said that there has been increased participation at the Public Safety Committee meetings by organizations including METRO and St. Thomas University. He said that the Committee hopes to continue to attract additional participants. He said that a sticker program to promote the District's security patrol services is being considered. It would consist of decals for telephones and static-cling window decals. The estimated cost is \$2,000.

He said the Committee is also planning to distribute a mailer to area businesses encouraging them to file Trespass Affidavits that would allow the District's officers access to private property. The letter would also include a survey to determine the location of all closed circuit cameras in the District that the patrol officers might access. Director Mitchmore arrived at this point in the meeting. It was noted that the mailer will be sent to all property owners and tenants in the District.

Officer Beserra then presented the Patrol Activity Report. He said that burglaries of motor vehicles (BMV) comprise one of the largest crime issues in the District. He said that last month, officers placed flyers on motor vehicles in shopping areas in an effort to educate drivers and to reduce the number of motor vehicle crimes. He said that there were 76 arrests during the month of May, 2012, including 14 felony arrests. No action was taken.

b. Detail/discuss retreat elements for the District Safety and Security programs.

Mr. Calderon presented a request received from the security patrol officers for an additional supply 911 of keys. He explained that the 911 keys are universal keys that allow officers direct access to properties such as apartment complexes and said the cost of six keys would be approximately \$30.00. Director Mitchmore suggested that there should be a sign-out process for the keys.

Mr. Calderon also thanked Committee Chair Nagar for donating an extensive amount of time creating a database to better track the crime reports that are provided by the Houston Police Department.

Mr. Calderon distributed a report titled, "District Services," dated June 11, 2012, hereby attached as Exhibit A. He explained that the District has allocated a sum of \$499,355.00 for public safety services during this fiscal year, which comprises the District's largest, single budget category. Upon a motion duly made by Director Stinson, and being seconded by Director Llewellyn, the Board voted unanimously to accept the Report.

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.

Vice Chairman Mitchmore recommended that the Board convene in Executive Session. The Board convened in Executive Session at 12:31 p.m.

Reconvene in Open Session and authorize appropriate action by legal counsel related to Item #7 on the agenda.

The Board reconvened in Open Session at 1:30 p.m. Upon a motion duly made by Director Stinson and being seconded by Director Llewellyn, the Board voted unanimously to amend the District's original engagement letter with Blank Rome, L.L.P. to authorize that District officials, including Board members and the Executive Director, who have been or who may be sued will be represented by said law firm and to cause the District to be responsible for all costs of such litigation, including court costs, legal fees and related expenses.

Receive Executive Director's Monthly Report on Action Initiatives in Support of the Montrose Management District;

Mr. Calderon said that the Executive Director's Monthly Report is included in the Board agenda materials. He said that plans are moving forward on the holiday lighting project, with a cost estimate expected from Mr. Tony Huffman in the near future. He also said that costs of street sweeping services are being researched. He distributed a document titled, "HCID #6 Unclaimed Property Report," dated June 11, 2012, hereby attached as Exhibit B. Director Llewellyn said that next recycling event will be held on July 21, 2012 at HEB for recycling glass products and that additional recycling events are being planned. No action was taken.

Adjourn.

There being no further business to come before the Board, Vice Chairman Mitchmore adjourned the meeting at 1:35 p.m.

Cassie B. Stinson

Secretary, Board of Directors
Montrose Management District

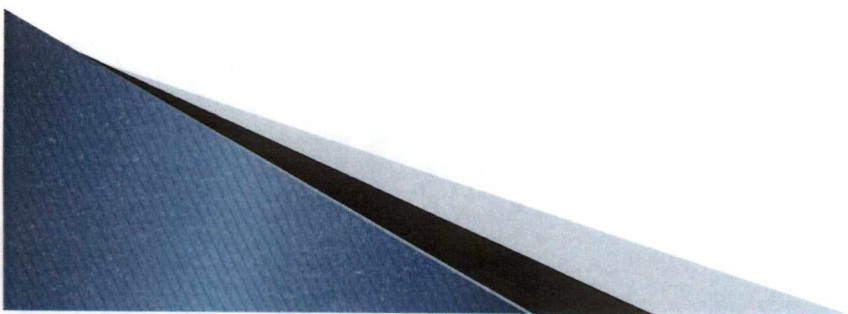


List of Exhibits:

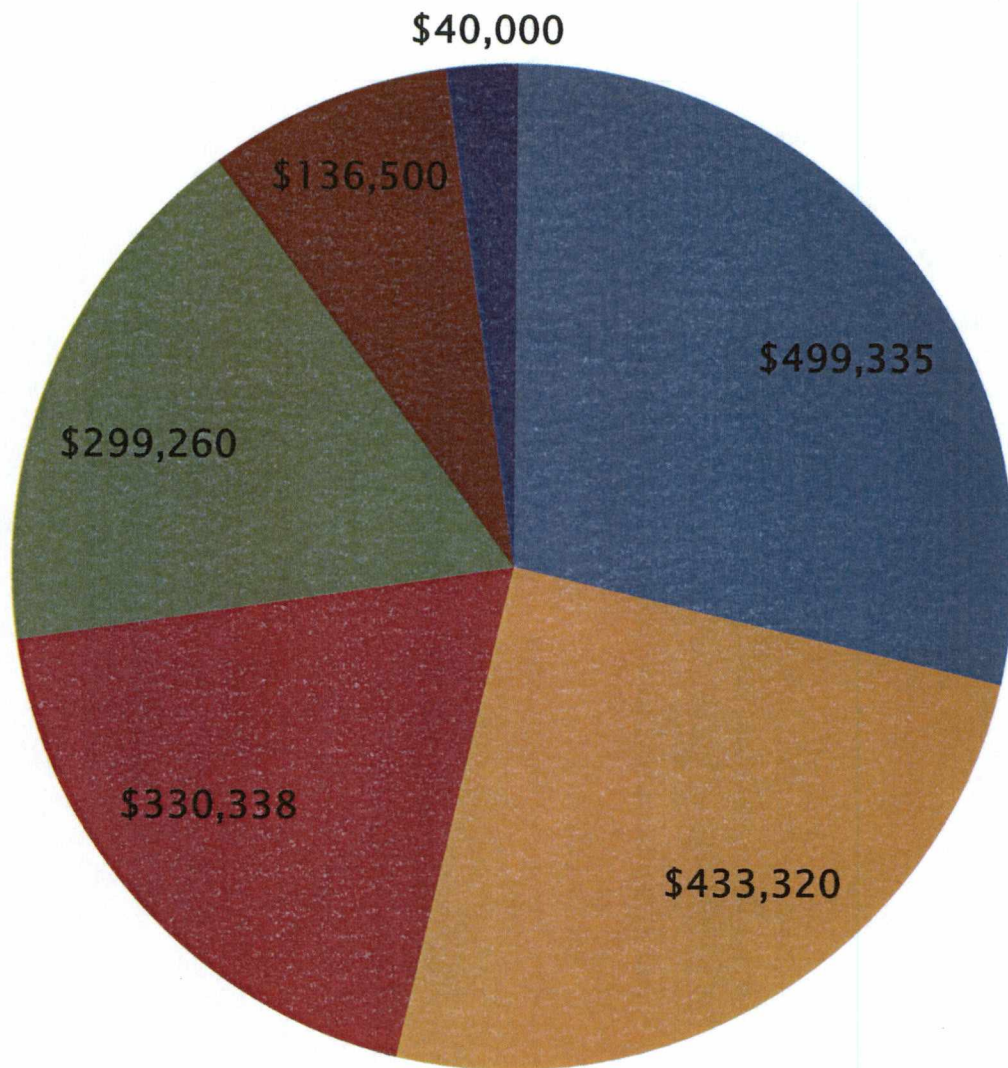
Exhibit A: "District Services," dated June 11, 2012

Exhibit B: "HCID #6: Unclaimed Property Report," dated June 11, 2012

District Services



2012 Budget




- Public Safety
- Visual Improvements
- Business Development
- Admin and Staffing
- Mobility & Transportation
- District Creation

Security and Public Safety

The strides that the District expects to make in public safety are tied to enhanced communication and cooperation with property owners, tenants, and law enforcement agencies.

The result will be to enhance the District's current levels of public safety, allowing the community to grow economically and become a welcome place for residential and business property owners, tenants, guests, visitors, and consumers.



Total Budget \$499,335

MISSION: *To preserve and develop the District as a destination by providing a safe environment in both perception and reality with focused public safety programs.*

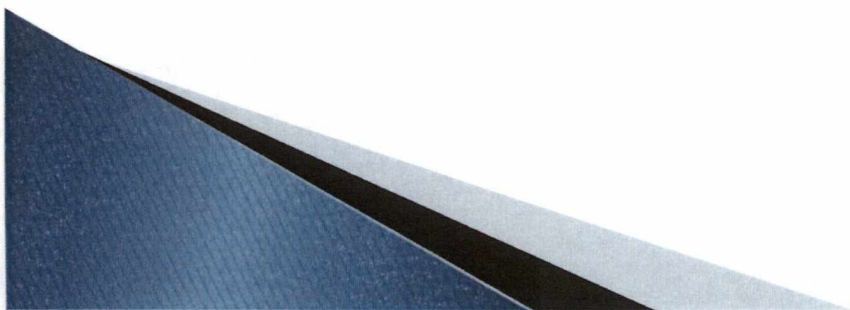
PROGRAMS and PROJECTS:

- ▶ Develop a plan with CenterPoint Energy, the City of Houston, retail electric providers, and others to increase and maintain consistent street lighting in public areas.
- ▶ Partner with HPD, Metro, and other law enforcement agencies to proactively reduce conditions conducive to crime and provide focused attention on the safety needs of the area.
- ▶ Establish strong relationship with HPD's Positive Interaction Program (PIP) and supplement programs as necessary and appropriate.
- ◉ ▶ Coordinate with the city to provide adequate and appropriate traffic control devices where necessary.
- ▶ Build positive relationships between property owners and public safety agencies through sponsorship of safety awareness programs and activities.
- ▶ On behalf of property owners, advocate for regional security needs with county, city, state, and federal law enforcement agencies.

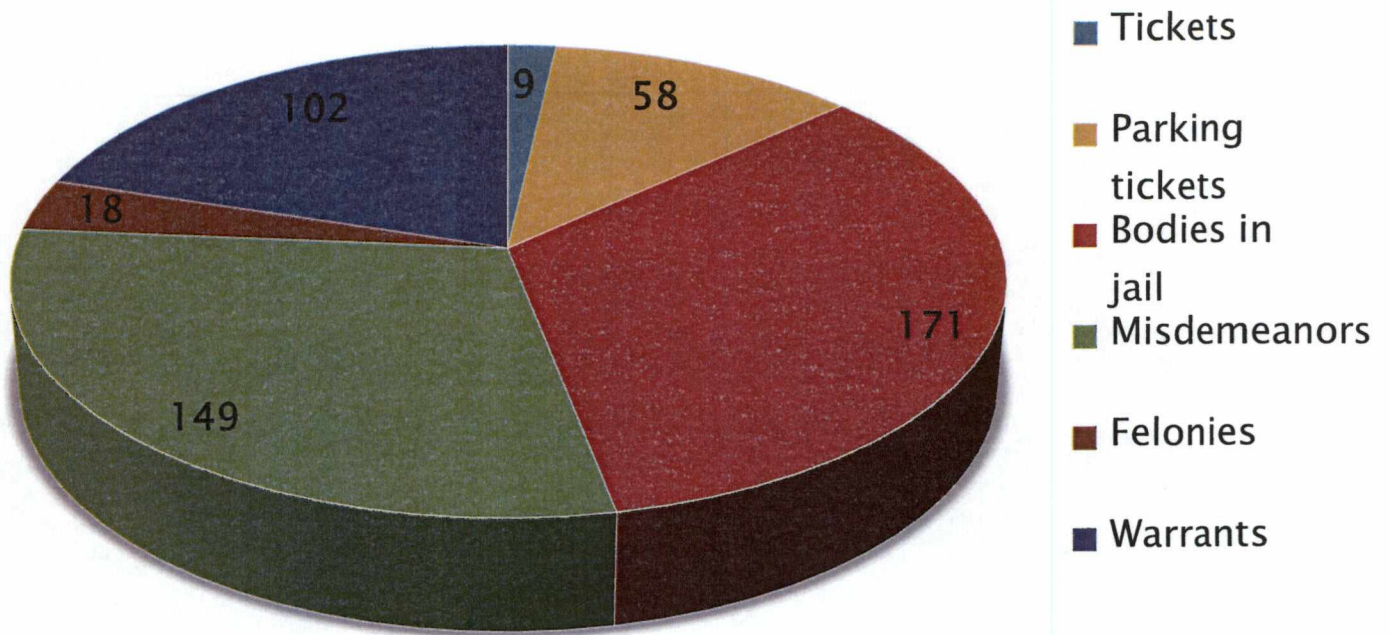


What have we done?

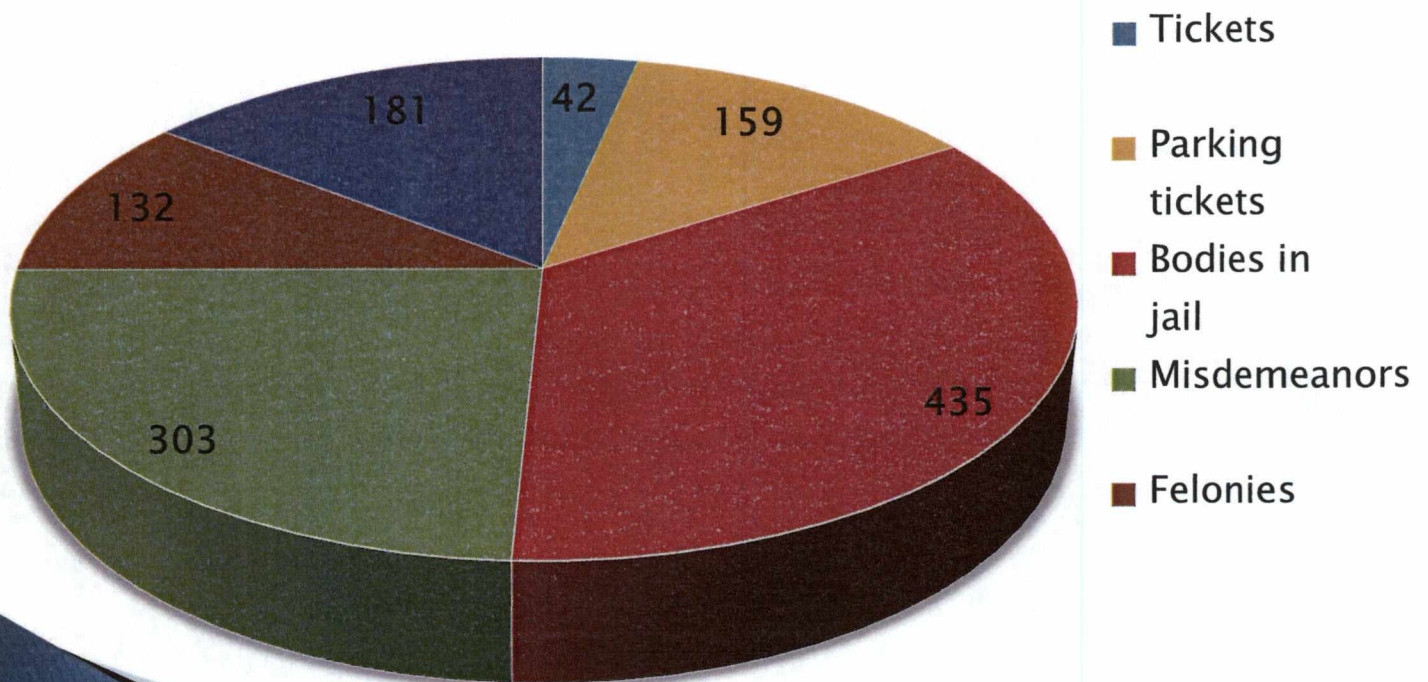
- ▶ Contracted with 20 off duty HPD officers
- ▶ Installed six internet accessible mobile cameras
- ▶ Begun the expansion of the security committee to include other agencies and significant property owners
- ▶ Established sharing of information with HPD PIP program
- ▶ Established a graffiti abatement program
- ▶ Conducted monthly light surveys of the district and reported results to Center Point energy.



YTD January – April 2012



2011





MUNICIPAL ACCOUNTS
& CONSULTING, L.P.

Exh. B
(INFORMATION
Only - not discussed)

June 11, 2012

Mr. Clark Lord
Bracewell & Giuliani LLP
711 Louisiana Street
Suite 2300
Houston, TX. 77002-2770

Re: Harris County Improvement District No. 6
Unclaimed Property for the Reporting Period July 1, 2008 - June 30, 2009

Dear Mr. Lord:

For the reporting period referenced above, please be advised that Harris County Improvement District No. 6 has:

- ☐ No unclaimed property to report
- ☒ Unclaimed property to report (see attached)

Should you have any questions regarding the above, please do not hesitate to call me.

Sincerely,

Darrell Hawthorne
Bookkeeper

TEXAS UNCLAIMED PROPERTY HOLDER REPORT AND PAYMENT

Holder federal employer identification number
(FEIN) **61-1641684**

AGENCY USE ONLY

Div	Year	Seq	Type
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Holder name and address

Harris County Improvement District # 6
1300 Post Oak Blvd, Ste 1600
Houston TX 77056

State of incorporation or charter

Texas

Date of incorporation or charter

**REPORT
DUE DATE**

REPORT CONTACT

Phone number

713-623-4539

CLAIMS CONTACT

Phone number

713-623-4539

Name

Darrell Hawthorne

Mailing address

1300 Post Oak Blvd
Ste. 1600
Houston, TX 77056

Name

Darrell Hawthorne

Mailing address

1300 Post Oak Blvd
Ste. 1600
Houston, TX 77056

E-mail address

dhawthorne@municipalaccounts.com

E-mail address

dhawthorne@municipalaccounts.com

FAX number

713-629-6859

FAX number

713-629-6859

PLEASE MARK ANY CHANGES TO THE ABOVE INFORMATION

Holder's primary business activity:

SIC code:

Circle all report media used and provide report totals. Confirmation number must be included if filing via Internet	NUMBER OF ITEMS	SHARES	CASH
Forms 53-105 / 53-119	2		\$ 1,010.78
Diskette (Number of diskettes)			\$
Magnetic tape/cartridge			\$
Internet (Transmission confirmation number E			\$

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

PAYMENT AMOUNT

\$ 1,010.78

MAIL THIS FORM WITH YOUR PAYMENT TO:

TEXAS STATE COMPTROLLER
Unclaimed Property Division
Holder Reporting Section
P.O. Box 12019
Austin, TX 78711-2019

For assistance, call 1-800-321-2274,
extension 6-6246, toll free nationwide,
or in Austin, call 512/936-6246.

sign
here

Title

Bookkeeper for the District

*** DO NOT DETACH ***

PAYMENT FOR UNCLAIMED PROPERTY

Complete one copy for each check submitted.

- T code 1. **90100** **PAYMENT**
- Deposit code 3. **552**
- Federal Employer's Identification Number (FEIN) 4. **1** **611641684**
- Amount of check (Dollars and cents) 5. **1,010.78**

AGENCY USE ONLY

Holder name

Harris County Improvement District # 6

PM

COMPTROLLER OF PUBLIC ACCOUNTS
UNCLAIMED PROPERTY HOLDER REPORTING SECTION

TEXAS REPORT OF UNCLAIMED PROPERTY

PAGE 1 OF 1

Holder name Harris County Improvement District # 6	Federal Employer Identification Number (FEIN) 61-1641684
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Item no. 1	Property type MS05	Property description Customer Overpayments	
Owner last name Tapp		First name/middle initial Donald	Title
Mailing address 1406 Columbus St		City, state, ZIP code Houston, TX 77019-4315	Country, if <i>not</i> U.S.A.
Date of last contact 9/17/08	OR FROM	Periodic payments TO	Owner Social Security Number (SSN) Amount remitted to Comptroller \$ 592.96
Owner driver's license number		Owner e-mail address	

COMPLETE ADDITIONAL OWNER BOXES (BELOW) IF THERE IS MORE THAN ONE OWNER FOR THIS PROPERTY.

Additional owner last name	First name/middle initial	Additional owner title	Additional owner SSN
Additional owner last name	First name/middle initial	Additional owner title	Additional owner SSN

Item no. 2	Property type MS05	Property description Customer Overpayments	
Owner last name Roba		First name/middle initial Anteneh T.	Title
Mailing address 223 Westheimer Rd		City, state, ZIP code Houston, TX 77006-3221	Country, if <i>not</i> U.S.A.
Date of last contact 5/20/09	OR FROM	Periodic payments TO	Owner Social Security Number (SSN) Amount remitted to Comptroller \$ 417.82
Owner driver's license number		Owner e-mail address	

COMPLETE ADDITIONAL OWNER BOXES (BELOW) IF THERE IS MORE THAN ONE OWNER FOR THIS PROPERTY.

Additional owner last name	First name/middle initial	Additional owner title	Additional owner SSN
Additional owner last name	First name/middle initial	Additional owner title	Additional owner SSN

Item no.	Property type	Property description	
Owner last name		First name/middle initial	Title
Mailing address		City, state, ZIP code	Country, if <i>not</i> U.S.A.
Date of last contact	OR FROM	Periodic payments TO	Owner Social Security Number (SSN) Amount remitted to Comptroller \$
Owner driver's license number		Owner e-mail address	
COMPLETE ADDITIONAL OWNER BOXES (BELOW) IF THERE IS MORE THAN ONE OWNER FOR THIS PROPERTY.			
Additional owner last name	First name/middle initial	Additional owner title	Additional owner SSN
Additional owner last name	First name/middle initial	Additional owner title	Additional owner SSN

IF LAST PAGE, ENTER
GRAND TOTAL REMITTED \$ **1,010.78**

PAGE TOTAL \$ **1,070.78**