

MONTROSE MANAGEMENT DISTRICT



Agenda and Agenda Materials
Meeting of the Board of Directors

April 11, 2011

MONTROSE MANAGEMENT DISTRICT

NOTICE OF MEETING

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

Notice is hereby given that a meeting of the Boards of Directors of the Montrose Management District will be held at 12:00 NOON on Monday, April 11, 2011, in the 1st floor meeting room of the Freed-Montrose Library, 4100 Montrose, Houston TX 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 March 7th, 2011;
3. Consider adoption of Resolution Adopting Policies and Procedures for Public Participation and Public Information;
4. Receive public comments;

NOTE: The Board receives comments from the public only during this part of the agenda. To speak please register on the Public Comment Sign-In sheet near the meeting entrance. Remarks are limited two minutes. Pursuant to the Texas Open Meetings Act, the Board may not deliberate or make any decision about an issue that does not appear on its published meeting agenda. The Board has four options for dealing with any non-posted issue brought before it:

- *respond with a statement of specific factual information or recite the existing policy on the issue*
- *direct you to visit a staff member about the issue*
- *place the issue on the agenda of a future meeting*
- *post the matter as an emergency if it meets the criteria for an emergency*

5. Receive and consider Montrose Management District's monthly financial report and pay invoices;
6. Receive Montrose Management District's monthly Assessment Collection Report and Billing and Assessment Summary, Lawsuit and Arbitration Status Detail, and Delinquent Assessment Report;
7. Receive and consider lease agreement for District office space;
8. Receive and consider updated contract with Greater East End Management District for graffiti abatement services.
9. Receive and consider recommendations from the Public Safety Committee related to:
 - a. Patrol Activity Report for the month of March;
10. Receive update and consider recommendations from the Business and Economic Development Committee related to:
 - a. District Logo design;
11. Receive and consider recommendations from the Visual Improvements and Cultural Promotions Committee related to:
 - a. Authorize the expenditure of funds related to the installation, labor and professional fees for relighting the Montrose bridge in an amount not to exceed \$39,000.
 - b. Approve partial funding towards the construction of the Wilson Wonderground SPARK Park in the amount of \$5,000 dollars plus an additional \$5,000 once SPARK designation has been granted by the city.
12. Consider recommendation from the Transportation Committee to fund a contract with Walter P Moore for completion of a Transportation Inventory of the West Service Area in the amount of \$129,500.
13. Receive Executive Director's Monthly Report on Action Initiatives in Support of the Montrose Management District;
14. Adjourn.



Executive Director

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

MONTROSE MANAGEMENT DISTRICT
CITY OF HOUSTON
HARRIS COUNTY, TEXAS

AGENDA MEMORANDUM

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

2. Approve minutes of meeting held March 7, 2011.

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

March 7, 2011

Determine quorum; call to order.

The Board of Directors of the Montrose Management District held a meeting on Monday, March 7, 2011, at 12:00 p.m. at 5020 Montrose Blvd., Suite 201, Houston, Texas 77006, inside the boundaries of the District, and open to the public. Chairman Wynn 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: Allen Ueckert
Position 3: Randy Mitchmore, *Vice Chairman*
Position 4: Cassie Stinson, *Secretary*
Position 5: Michael Carter
Position 6: Marchris Robinson
Position 7: Dennis Murland
Position 8: Robert Jara

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

and all of the above were present with the exception of Directors Carter, Grover, Nagar, Marchris Robinson, David Robinson, and Ueckert, thus constituting a quorum. Director Ellis joined the meeting in progress at 12:20 p.m. Also present at the meeting were David Hawes; Susan Hill, Ray Lawrence, Gretchen Larson and Josh Hawes, Hawes Hill Calderon, L.L.P.; Darrell Hawthorne, Municipal Accounts and Consulting, L.L.P.; Patricia Hall, Equi-Tax, Inc.; and Clark Lord, Vinson & Elkins, L.L.P. Also in attendance were Mack Armstrong, Bethany Morris and Julie Davis, Greystar Real Estate Partners; Pahl Samson, CURB Branding; Sina Hemmati; Bob Rose; Daphne Scarbrough, Richmond Avenue Coalition; and Francisco Valle.

Approve minutes of meeting held February 15, 2011.

Upon a motion duly made by Director Mitchmore and being seconded by Director Stinson, the Board voted unanimously to approve the minutes of its meeting held February 15, 2011.

Receive public comments.

Mr. Valle introduced himself and said that he attended the meeting to observe and learn.

Mr. Armstrong introduced himself and said that his firm represents two apartment complexes within the District.

Ms. Scarborough introduced herself and asked where and when the notices of the District's public meetings are published.

No action was taken.

Adopt resolution establishing additional meeting place of the Montrose Management District within the boundaries of the District;

Upon a motion duly made by Director Stinson and being seconded by Director Fricke, the Board voted unanimously to establish an additional meeting place for the Montrose Management District at 5020 Montrose Boulevard, Suite, 201, Houston, TX 77006.

Conduct annual review of Investment Policy and adopt Resolution Regarding Annual Review of Investment Policy;

Mr. Lord reviewed the Investment Policy and explained the need for the resolution regarding an annual review. Upon a motion duly made by Director Mitchmore and being seconded by Director Manning, the Board voted unanimously to adopt the resolution regarding an annual review of the Investment Policy.

Accept and authorize the filing of Disclosure Statements from Investment Officer/Bookkeeper;

Upon a motion duly made by Director Mitchmore, and being seconded by Director Manning, the Board voted unanimously to accept and authorize the filing of Disclosure Statements from the Investment Officer/Bookkeeper.

Consider Montrose Management District FY 2011 Operating Budget;

Mr. David Hawes reviewed the budget, which includes both East and West Zone service areas with separate but parallel Service Plans. *Director Ellis arrived at this point in the meeting.* It was noted that the District is considering leasing office space. There was discussion regarding funding for economic development, website maintenance, graffiti abatement, esplanade projects and special events such as Taste of Montrose that will showcase the Montrose area to the public. Upon a motion duly made by Director Manning and being seconded by Director Hubbard, the Board voted unanimously to accept the Montrose Management District FY 2011 Operating Budget.

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

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

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

Ms. Hall briefed the Board with regards to assessments received year-to-date, as well as the status of lawsuits and arbitration matters. No action was taken.

Receive report with regard to lease space for District office;

The Board tabled this agenda item until next month's meeting.

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

Patrol Activity Report for the month of February;

Purchase of chair for the Neartown Storefront;

Mr. Josh Hawes informed the Board that the mobile security cameras are proving to be highly successful at deterring crime. There was discussion about future locations for mobile security camera installations. Mr. Hawes explained that the Houston Police Department's Neartown Storefront is requesting that the District purchase a new chair for use at the Storefront. Director Jara asked about the ownership of such property, and Chairman Wynn explained that all District property is clearly identified and remains the property of the District regardless of location. Upon a motion duly made by Director Stinson and being seconded by Director Hubbard, the Board voted unanimously to approve the purchase of a chair for the Neartown Storefront.

Receive update and consider recommendations from the Business and Economic Development Committee related to:

An agreement with CURB Branding in the amount of \$8,100 to develop a District logo;

Ms. Larson presented the recommendations from the Business and Economic Development Committee to enter into an Agreement with CURB Branding in the amount of \$8,100 for development of a District logo, as well funding to reimburse the firm for direct, project-related expenses in an amount not to exceed \$400. Upon a motion duly made by Director Mitchmore and being seconded by Director Fricke, the Board voted unanimously to approve the recommendation and enter into the Agreement with CURB Branding to develop a District logo.

Receive and consider resolution in support of the Texas Bottle Bill;

Chairman Wynn explained that the Texas Bottle Bill would create a deposit and refund system to decrease the amount of litter created by aluminum, plastic and glass beverage containers, including beer bottles. He noted that such bottles are frequently discarded as trash into Buffalo Bayou. He said that the Board has been asked to pass a resolution in support of the Bill. Following discussion, Board members decided that it may be best if directors take individual stands on the matter. They requested that staff distribute a copy of the Bill to all directors via email. No action was taken.

Ratify existing contracts with the former East Montrose Management District (HCID No. Six);

Mr. Lord reviewed the seven existing contracts, copies of which were included in the Board agenda materials, and he recommended their ratification. Following discussion, and upon a motion duly made by Director Manning and being seconded by Director Murland, the Board voted unanimously to ratify the existing contracts with the former East Montrose Management District (HCID No. Six);

Approve Professional Services and Project Management Contract with Hawes Hill Calderon, LLP;

Mr. David Hawes reviewed the proposed contract, including an Organization Chart and List of Services to be provided. Upon a motion duly made by Director Mitchmore and being seconded by Director Murland, the Board voted unanimously to approve the Professional Services and Project Management Contract with Hawes Hill Calderon, L.L.P.

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

Mr. David Hawes said that the items in his Report had already been covered during the meeting. He invited everyone to visit the District's website at: www.montrosedistrict.org.

Adjourn.

There being no further business to come before the Board, Chairman Wynn adjourned the meeting at 1:17 p.m.

Secretary, Board of Directors
Montrose Management District



MONTROSE MANAGEMENT DISTRICT
CITY OF HOUSTON
HARRIS COUNTY, TEXAS

AGENDA MEMORANDUM

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

3. Consider adoption of Resolution Adopting Policies and Procedures for Public Participation and Public Information.

RESOLUTION ADOPTING POLICIES AND PROCEDURES FOR PUBLIC
PARTICIPATION AND PUBLIC INFORMATION

WHEREAS, Montrose Management District (the "District") was created by Order of the State Legislature; and

WHEREAS, all meetings of the Board of Directors (the "Board") of the District will be held in open session, unless otherwise allowed or required by law; and

WHEREAS, in order to promote the orderly conduct of District business and provide guidance to the public regarding requests for public information about the District, the Board desires to establish a policies and procedures for public participation and public information at such meetings; Now, Therefore,

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF MONTROSE MANAGEMENT DISTRICT THAT:

Section 1: The Board of Directors of the District hereby adopts the Policy attached hereto.

Section 2: The provisions of this Resolution shall be effective as of the date of adoption and shall remain in effect until modified by action of the Board of Directors.

PASSED AND APPROVED this 11th day of April, 2011.

Chairman, Board of Directors

ATTEST:

Secretary, Board of Directors



CERTIFICATE FOR RESOLUTION

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

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

1. The Board of Directors of Montrose Management District convened in regular session on the 11th day of April, 2011, inside the boundaries of the District, and the roll was called of the duly constituted officers and members of the Board, to-wit:

Claude Wynn	Chairman
Randy Mitchmore	Vice Chairman
Marchris Robinson	Secretary
Dennis Murland	Assistant Secretary
Allen Ueckert	Director
Cassie Stinson	Director
Michael Carter	Director
Randall Ellis	Director
Brad Nagar	Director
Kathy Hubbard	Director
Tom Fricke	Director
Tammy Manning	Director
David Robinson	Director

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

RESOLUTION ADOPTING POLICIES AND PROCEDURES FOR PUBLIC PARTICIPATION AND
PUBLIC INFORMATION

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

2. That a true, full and correct copy of the aforesaid Resolution adopted at the meeting described in the above and foregoing paragraph is attached to and follows this certificate; that the Resolution has been duly recorded in the Board's minutes of the meeting; that the persons named in the above and foregoing paragraph are the duly chosen, qualified and acting officers and members of the Board as indicated therein; that each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place and purpose of the aforesaid meeting, and that the Resolution would be introduced and considered for adoption at the meeting, and each of the officers and members consented, in advance, to the holding of the meeting for such purpose; that the meeting was open to the public as required by law; and that public notice of the time, place and subject of the meeting was given as required by Chapter 551, Texas Government Code.

SIGNED AND SEALED on the 11th day of April, 2011.



Secretary, Board of Directors

MONTROSE MANAGEMENT DISTRICT

POLICIES AND PROCEDURES FOR PUBLIC PARTICIPATION AND PUBLIC INFORMATION

Purpose

The purpose of this document is to provide guidance on public participation in the meetings of the Board of Directors (the "Board") of the Montrose Management District (the "District") and requesting public information regarding the District. It is a goal of the District to efficiently (i) receive comments from members of the public at Board meetings, and (ii) provide accurate information to parties making a request for public information under the Texas Public Information Act (Chapter 552 of the Texas Government Code, referred to as the "TPIA"). The District has therefore adopted the following policies and procedures. The District shall fully comply with the requirements of the TPIA; nothing in this document shall be read to lessen the requirements of the TPIA.

Open Meetings; Meeting Notices; Mailing List

All meetings of the Board are held in compliance with the Texas Open Meetings Act (Chapter 551 of the Texas Government Code, referred to as the "TOMA"). Occasionally, and as authorized by the TOMA, the Board may meet in non-public, executive session.

To maximize public awareness of the District's activities, the Board endeavors to meet on a regularly scheduled basis and at a regularly scheduled location. Subject to time and scheduling constraints, regular monthly meetings of the Board are scheduled at 12:00 noon on the second Monday of every month. Periodically, a meeting at a different time or location may be necessary.

The District posts notices of its Board meetings in compliance with TOMA. Additionally, the District shall endeavor to send by facsimile, mail or e-mail notices of Board meetings to members of the public who request such notices. A member of the public who chooses to receive notices of Board meetings should request inclusion on the District's mailing list by contacting the District's Executive Director.

Procedures for Public Participation in Open Meetings

Board meetings are structured in a manner that best allows the Board to maintain order at a meeting to transact its business. The primary recipients of information and data presented at Board meetings are the members of the Board. The District requests that its consultants endeavor to provide a reasonable number of hand-outs for members of the public.

All members of the public are to remain seated during the board meeting unless to get refreshments or leave the meeting room. Any person in attendance at an open meeting may record all or any part of the open meeting by means of a tape recorder, video camera, or still camera. Persons desiring to record the open meeting must remain in the area designated for such use by the District. All persons recording an open meeting must do so in such a manner so as not to obstruct the view of another person or in any way disturb or interfere with the orderly conduct of the meeting at any time.

Public participation in Board meetings shall be limited to a public comment period. Subject to time and scheduling constraints, the Board shall endeavor to provide a designated time for public comment at each Board meeting. The purpose of such comment period is for the Board to receive comments from members of the public; public comments should not include questions or requests for information. As discussed below, any requests for information should be made separately and in writing. In addition, to maximize the efficiency of the public comment period, members of the public are asked to follow these rules when speaking during an open meeting:

- a. Prior to the comment period, sign up on the list provided.
- b. Keep all comments to less than 3 minutes in length.
- c. Questions or comments will be not be addressed by the Board.
- d. No person may obstruct the view of another person or in any other manner disturb or interfere with the orderly conduct of the meeting at any time. This includes talking out of turn or verbal utterances.
- e. No member of the public may applaud, boo, clap or otherwise audibly express approval or disapproval of the discussion by or actions being taken by the Board of Director in a loud and raucous manner calculated to disturb the meeting, except for public recognition initiated by the Board of Directors or District staff.
- f. Those persons who do not conduct themselves in an orderly and appropriate manner will be given a warning by the District

Chairperson. Any person who, after having been warned of his or her noncompliance, continues to conduct themselves in a disorderly or inappropriate manner will be asked to leave the meeting room and recognition to speak may be refused at subsequent meetings of the District. Any police officer or other person assigned to provide security for the District meeting shall assist in the removal of the person if deemed necessary. The operation of this rule shall not be construed to preclude any person from prosecution for violation of any applicable penal law.

In addition to the rules listed above, the following state laws apply to all conduct at public meetings:

Texas Penal Code, Section 38.13 – Hindering Proceedings by Disorderly Conduct

- (a) A person commits an offense if he intentionally hinders an official proceeding by noise or violent or tumultuous behavior or disturbance.
- (b) A person commits an offense if he recklessly hinders an official proceeding by noise or violent or tumultuous behavior or disturbance and continues after explicit official request to desist.
- (c) An offense under this section is a Class A misdemeanor.

Texas Penal Code, Section 42.05 – Disrupting Meeting or Procession

- (a) A person commits an offense if, with intent to prevent or disrupt a lawful meeting, procession, or gathering, he obstructs or interferes with the meeting, procession, or gathering by physical action or verbal utterance.
- (b) An offense under this section is a Class B misdemeanor.

Compliance with the Americans with Disabilities Act

The District will ensure that, to the maximum extent possible, all of its meetings comply with the Americans with Disabilities Act ("ADA"). Under the ADA, an individual with a disability must have equal opportunity for effective communication and participation in public meetings. Upon request, the District will endeavor to provide auxiliary aids and services, to the extent that the same does not impose an undue financial or administrative burden on the District. In determining the type of auxiliary aid or service, the District will give primary consideration to the individual's request. Those requesting auxiliary aids or services should notify the District's

Executive Director, by mail, e-mail, facsimile or telephone, at least two working days in advance of each meeting for which such aids or services are requested.

Procedures to Request Public Information

What is Public Information?

“Public Information” is defined by the TPIA as “information that is collected, assembled, or maintained under a law or ordinance or in connection with the transaction of official business by a governmental body for a governmental body and the governmental body owns the information or has a right of access to it.” Public information includes only information in existence at the time a request is made, and does not require the governmental body to prepare new information.

Not all questions are a request for Public Information

The TPIA does not require the District to prepare new information in response to a request. The TPIA does not require the District to prepare answers to questions or to research. Although members of the Board or consultants of the District may at times find it convenient to respond to and answer questions, limited time and resources prevent the District from answering all questions.

Requests must be addressed to the District’s Executive Director.

All requests for public information should be addressed to the District’s Executive Director. Contact information is provided at the end of this document. It is important to note that the District contracts with the firm of Hawes Hill Calderón LLP to provide the services of the Executive Director.

Requests must be in writing.

An official request for Public Information must be made **in writing** and submitted in person or by mail, fax, or email using the contact information listed at the end of this document. (See Government Code Section 552.301(a).) Verbal requests for information or questions posed are not official requests for Public Information.

Requests must include sufficient detail.

A written request for Public Information should include enough description and detail about the information requested to enable the District to accurately identify and locate the information requested. At times, the District may request a clarification or discuss ways to narrow the scope of a request so that Public Information may be efficiently provided to the requestor.

Requests for Public Information: Responsibilities of the District

The District’s responsibilities include:

- In general, when responding to requests for Public Information, promptly making Public Information available for inspection or copying. Under the TPIA, “promptly” means “within a reasonable time, without delay.”
- Informing the requestor if the information cannot be provided promptly and set a date and time to provide it within a reasonable time.
- Informing requestors of the estimated charges greater than \$40 and any changes in the estimates above 20 percent of the original estimate, and confirming that the requestor accepts the charges or has amended the request, in writing, before finalizing the request.
- Requesting a ruling from the Office of the Attorney General regarding any information the District believes may be withheld under the TPIA, and sending a copy of the request for ruling, or a redacted copy, to the requestor.

Requests for Public Information: Responsibilities of the Requestor

In order to minimize disruptions in the District’s daily business, requestors are asked to follow these guidelines:

- Respond promptly in writing to all written communications from the Authority. Respond to any written estimate of charges within 10 business days of the date the governmental body sent it or the request is considered automatically withdrawn.
- Keep all appointments to inspect records and to pick up copies. Failure to keep appointments may result in losing the opportunity to inspect the information at the time requested.
- Make a timely payment for all valid charges.

Contact Information

Please address all written requests for Public Information to the District using one of the following:

By mail to: Hawes Hill Calderon LLP, PO Box 22167, Houston TX 77227-2167
By fax to: (713) 595-1295

**Additional information regarding the TPIA is available on the attached bulletin
issued by the Texas Attorney General's Office.**

The Public Information Act

Texas Government Code, Chapter 552, gives you the right to access government records; and an officer for public information and the officer's agent may not ask why you want them. All government information is presumed to be available to the public. Certain exceptions may apply to the disclosure of the information. Governmental bodies shall **promptly** release requested information that is not confidential by law, either constitutional, statutory, or by judicial decision, or information for which an exception to disclosure has not been sought.

Rights of Requestors

You have the right to:

- Prompt access to information that is not confidential or otherwise protected;
- Receive treatment **equal** to all other requestors, including accommodation in accordance with the Americans with Disabilities Act (ADA) requirements;
- Receive certain kinds of **information without exceptions**, like the voting record of public officials, and other information;
- Receive a **written statement of estimated charges**, when charges will exceed \$40, in advance of work being started and opportunity to modify the request in response to the itemized statement;
- Choose whether to inspect the requested information (most often at no charge), receive copies of the information or both;
- A **waiver** or reduction of charges if the governmental body determines that access to the information primarily benefits the general public;
- Receive a copy of the communication from the governmental body asking the Office of the Attorney General for a ruling on whether the information can be withheld under one of the accepted exceptions, or if the communication discloses the requested information, a redacted copy;
- Lodge a written complaint about overcharges for public information with the Office of the Attorney General. Complaints of other possible violations may be filed with the county or district attorney of the county where the governmental body, other than a state agency, is located. If the complaint is against the county or district attorney, the complaint must be filed with the Office of the Attorney General.

Responsibilities of Governmental Bodies

All governmental bodies responding to information requests have the responsibility to:

- Establish **reasonable procedures** for inspecting or copying public information and inform requestors of these procedures;
- Treat **all** requestors uniformly and shall give to the requestor all reasonable comfort and facility, including accommodation in accordance with ADA requirements;
- Be informed about open records laws and educate employees on the requirements of those laws;
- Inform requestors of the estimated charges greater than \$40 and any changes in the estimates above 20 percent of the original estimate, and **confirm that the requestor** accepts the charges, has amended the request, or has sent a complaint of overcharges to the Office of the Attorney General, in writing before finalizing the request;
- Inform the requestor if the information cannot be provided promptly and set a **date and time to provide it** within a reasonable time;
- Request a **ruling from the Office of the Attorney General** regarding any information the governmental body wishes to withhold, and send a copy of the request for ruling, or a redacted copy, to the requestor;
- **Segregate** public information from information that may be withheld and provide that public information **promptly**;
- Make a good faith attempt to **inform third parties** when their proprietary information is being requested from the governmental body;
- Respond in writing to all written communications from the Office of the Attorney General regarding charges for the information. Respond to the Office of the Attorney General regarding complaints about violations of the Act.

Procedures to Obtain Information

- ✓ Submit a request by mail, fax, email or in person according to a governmental body's reasonable procedures.
- ✓ Include enough description and detail about the information requested to enable the governmental body to accurately identify and locate the information requested.
- ✓ Cooperate with the governmental body's reasonable efforts to clarify the type or amount of information requested.

A. Information to be released

- You may review it promptly, and if it cannot be produced within 10 working days the public information officer will notify you in writing of the reasonable date and time when it will be available.
- Keep all appointments to inspect records and to pick up copies. Failure to keep appointments may result in losing the opportunity to inspect the information at the time requested.

Cost of Records

- **You must respond to any written estimate of charges within 10 business days of the date the governmental body sent it or the request is considered automatically withdrawn.**
- If estimated costs exceed \$100.00 (or \$50.00 if a governmental body has fewer than 16 full time employees) the governmental body may require a bond, prepayment or deposit.
- You may ask the governmental body to determine whether providing the information primarily benefits the general public, resulting in a waiver or reduction of charges.
- Make a timely payment for all mutually agreed charges. A governmental body can demand payment of overdue balances exceeding \$100.00, or obtain a security deposit, before processing additional requests from you.

B. Information that may be withheld due to an exception

- By the 10th business day after a governmental body receives your written request, a governmental body must:
 1. request an Attorney General opinion and state which exceptions apply;
 2. notify the requestor of the referral to the Attorney General; and
 3. notify third parties if the request involves their proprietary information.
- Failure to request an Attorney General opinion and notify the requestor within 10 business days will result in a presumption that the information is open unless there is a compelling reason to withhold it.
- Requestors may send a letter to the Attorney General arguing for release, and may review arguments made by the governmental body. If the arguments disclose the requested information, the requestor may obtain a redacted copy.
- The Attorney General must issue a decision no later than the 45th working day from the day after the attorney general received the request for a decision. The attorney general may request an additional 10 working day extension.
- Governmental bodies may not ask the Attorney General to "reconsider" an opinion.

For complaints regarding failure to release public information please contact your local County or District Attorney at:

- You may also contact the **Office of the Attorney General**, Open Government Hotline, at 478-6736 or toll-free at 1-877-673-6839.
- For complaints regarding overcharges, please contact the **Office of the Attorney General's Cost Rules Administrator** at 512-475-2497.

MONTROSE MANAGEMENT DISTRICT
CITY OF HOUSTON
HARRIS COUNTY, TEXAS

AGENDA MEMORANDUM

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

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



MUNICIPAL ACCOUNTS
& CONSULTING, L.P.

Montrose Management District

Bookkeeper's Report

April 11, 2011

Harris County ID No. 6 -GOF
Cash Flow Report - Checking Account
As of April 11, 2011

Num	Name	Memo	Amount	Balance
BALANCE AS OF 3/8/2011				\$4,865.85
Receipts				
	Int Earned on Temp Investment		155.45	
	Assessment Revenue		1,582.15	
	Interest		<u>7.50</u>	
Total Receipts				1,745.10
Disbursements				
	No Disbursements Activity		<u>0.00</u>	
Total Disbursements				<u>0.00</u>
BALANCE AS OF 4/11/2011				<u><u>\$6,610.95</u></u>

Montrose Management District
Cash Flow Report - Checking Account
As of April 11, 2011

Num	Name	Memo	Amount	Balance
BALANCE AS OF 3/8/2011				\$2,085.86
Receipts				
	Wire Transfer		2,000.00	
	Wire Transfer		5,000.00	
	Interest		5.86	
	Wire Transfer		5,000.00	
	Wire Transfer		40,000.00	
	Wire Transfer		80,000.00	
Total Receipts				132,005.86
Disbursements				
2451	Pahl Samson	Phase I Logo Work	(2,280.00)	
2452	B&P Residential LLC	Overpayment Refund	(408.02)	
2453	Aaron Day	Security Expense	(210.00)	
2454	Alaina Gimdt	Security Expense	(1,680.00)	
2455	John Obenhaus	Security Expense	(1,470.00)	
2456	Keith Mountain	Security Expense	(1,050.00)	
2457	Lee Jaquarya	Security Expense	(210.00)	
2458	Leon Laureano	Security Expense	(840.00)	
2459	Richard Kuo	Security Expense	(840.00)	
2460	Victor Beserra	Security Expense	(2,993.00)	
2461	4119 Montrose LTS	Assessment Refund	(33.75)	
2462	Center for Womens Health Care	Assessment Refund	(955.27)	
2463	Demeris Properties LTD	Assessment Refund	(44.20)	
2464	First American Title Co.	Assessment Refund	(72.84)	
2465	James M. Wheeler	Assessment Refund	(51.87)	
2466	Joe T. Presswood	Assessment Refund	(281.19)	
2467	Khristen Lister	Assessment Refund	(532.45)	
2468	Memorial Trails Apartments Inc.	Assessment Refund	(122.91)	
2469	Phat V. Lam	Assessment Refund	(423.50)	
2470	Startex Title Company LLC	Assessment Refund	(38.12)	
2471	The Crim Law Firm PC	Assessment Refund	(31.25)	
2472	Demeris Properties LTD	Assessment Refund	(81.58)	
2473	Cracked Fox	Web Survey	(50.00)	
2474	Esquire Deposition Solutions	Deposition Services	(1,255.88)	
2475	Intel Security & Communications	Mobile Camera Program	(2,150.00)	
2476	McCall, Gibson, Swedlund, Barfoot, PLLC	Audit Expense	(4,500.00)	
2477	Municipal Accounts & Consulting, L.P.	Bookkeeping Fees	(1,560.08)	
2478	Shooter and Lindsey, Inc.	Landscape Maintenance	(1,053.00)	
2479	Vinson & Elkins, LLP	Legal Fees-Special Counsel	(52,419.85)	
2480	Vinson & Elkins, LLP	Legal Fees-2007 Legislative Session	(20,042.81)	
2481	Equi-Tax, Inc.	Tax Services	(1,374.34)	
2482	Greater East End Management District	Graffiti Abatement Services	(2,560.00)	
2483	Hawes Hill Calderon, LLP	Consulting & Admin Fee	(13,917.71)	
2484	Perdue Brandon, Fielder, Collins & Mott	Delinquent Tax Coll	(1,530.86)	
2485	Hawes Hill Calderon, LLP	Website Database Development	(500.00)	
	Bank Chg Tradition Bank	Wire Transfer Fees	(20.00)	
Total Disbursements				(117,584.48)
BALANCE AS OF 4/11/2011				<u><u>\$16,507.24</u></u>

TRADITION BANK - #XXXXX9069

Harris County ID No. 6

Account Balances

As of April 11, 2011

Financial Institution (Acct Number)	Issue Date	Maturity Date	Interest Rate	Account Balance	Notes
Fund: General					
Certificates of Deposit					
GREEN BANK (XXXX1704)	03/07/2011	09/06/2011	0.65 %	25,000.00	
Checking Account(s)					
TRADITION BANK (XXXX1135)			0.25 %	6,610.95	Checking Account
Totals for General Fund:				\$31,610.95	
Grand total for Harris County ID No. 6:				\$31,610.95	

Montrose Management District

Account Balances

As of April 11, 2011

Financial Institution (Acct Number)	Issue Date	Maturity Date	Interest Rate	Account Balance	Notes
Fund: Operating					
Money Market Funds					
PROSPERITY BANK. (XXXX4371)	05/28/2008		0.00 %	505,113.87	(East Zone) Tax
PROSPERITY BANK. (XXXX0163)	02/23/2011		0.00 %	374,138.56	(West Zone) Tax
Checking Account(s)					
TRADITION BANK (XXXX9069)			0.25 %	16,507.24	Checking Account
Totals for Operating Fund:				\$895,759.67	
Grand total for Montrose Management District:				\$895,759.67	

Montrose Management District
Profit Loss Budget vs. Actual East Zone
 March 2011

	Mar 11	Budget	\$ Over Budget	% of Budget	Jan - Mar 11	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
Sources of Funds									
14110 - Assessments	22,740.28	34,706.60	(11,966.32)	65.52%	265,599.85	104,119.80	161,480.05	255.09%	416,479.20
14112 - Assessment Refunds	(199.39)	(5,070.00)	4,870.61	3.93%	6,229.96	(15,210.00)	21,439.96	-40.96%	(60,840.00)
14310 - Penalties & Interest	1,862.64	833.33	1,029.31	223.52%	2,083.66	2,500.03	(416.37)	83.35%	10,000.00
14370 - Interest Earned on Temp. Invest	0.00	20.83	(20.83)	0.0%	0.00	62.53	(62.53)	0.0%	250.00
14380 - Interest	1.90	7.08	(5.18)	26.84%	13.16	21.28	(8.12)	61.84%	85.00
14390 - Ending FY 2010 Fund Balance	0.00	27,778.23	(27,778.23)	0.0%	0.00	83,334.66	(83,334.66)	0.0%	333,338.73
Total Sources	24,405.43	58,276.07	(33,870.64)	41.88%	273,926.63	174,828.30	99,098.33	156.68%	699,312.93
Uses of Funds									
Business Development									
16124 - Marketing & Public Rel Director	487.18	487.18	0.00	100.0%	3,209.26	1,461.59	1,747.67	219.57%	5,846.21
16125 - Marketing & Public Relations	0.00	7,727.94	(7,727.94)	0.0%	0.00	23,183.80	(23,183.80)	0.0%	92,735.26
16131 - Web Site Development	125.69	216.53	(90.84)	58.05%	456.89	649.55	(192.66)	70.34%	2,598.32
16135 - Economic Development Services	324.79	324.79	0.00	100.0%	649.58	974.36	(324.78)	66.67%	3,897.47
16140 - Web Site Main./Host/I.T.	81.20	162.40	(81.20)	50.0%	412.40	487.14	(74.74)	84.66%	1,948.74
Total Business Development	1,018.86	8,918.84	(7,899.98)	11.42%	4,728.13	26,756.44	(22,028.31)	17.67%	107,026.00
Mobility & Transportation									
17001 - Transportation Inv. Contract	0.00	6,666.67	(6,666.67)	0.0%	0.00	19,999.97	(19,999.97)	0.0%	80,000.00
Total Mobility & Transportation	0.00	6,666.67	(6,666.67)	0.0%	0.00	19,999.97	(19,999.97)	0.0%	80,000.00
Project Staffing & Admin									
16150 - Admin & Management	682.06	682.06	0.00	100.0%	3,464.12	2,046.15	1,417.97	169.3%	8,184.69
16160 - Reimbursable Expenses	526.74	202.99	323.75	259.49%	1,958.62	609.01	1,349.61	321.61%	2,435.92
16170 - Reimbursable Mileage	128.17	67.66	60.51	189.43%	508.51	203.03	305.48	250.46%	811.97
16180 - Postage, Deliveries	10.47	67.66	(57.19)	15.47%	610.19	203.03	407.16	300.54%	811.97
16190 - Printing & Reproduction	47.61	162.40	(114.79)	29.32%	805.80	487.14	318.66	165.41%	1,948.74
16200 - Public Notices, Advertising	540.71	32.48	508.23	1,664.75%	4,100.55	97.43	4,003.12	4,208.71%	389.75
16210 - Project Management	1,266.68	1,266.68	0.00	100.0%	7,433.36	3,800.03	3,633.33	195.61%	15,200.15
16215 - Director Of Services	1,309.59	1,309.58	0.01	100.0%	6,651.29	3,928.72	2,722.57	169.3%	15,714.94
16220 - Legal Services	0.00	324.79	(324.79)	0.0%	14,347.48	974.36	13,373.12	1,472.5%	3,897.47
16250 - Bookkeeping	617.10	197.58	419.52	312.33%	1,341.46	592.74	748.72	226.32%	2,370.96
16260 - Assess Data Mgmt & Billing Svcs	446.37	694.24	(247.87)	64.3%	2,504.91	2,082.66	422.25	120.28%	8,330.82
16270 - Office Supplies	0.00	97.44	(97.44)	0.0%	0.00	292.28	(292.28)	0.0%	1,169.24
16280 - Other	6.50	8.33	(1.83)	78.03%	31.50	25.03	6.47	125.85%	100.00
16290 - Office Lease Space	0.00	392.45	(392.45)	0.0%	0.00	1,177.40	(1,177.40)	0.0%	4,709.45
16291 - Office Equipment	0.00	216.53	(216.53)	0.0%	0.00	649.55	(649.55)	0.0%	2,598.32
16340 - Auditing Fees	7,900.00	7,900.00	0.00	100.0%	7,900.00	7,900.00	0.00	100.0%	11,000.00
16530 - Insurance & Surety Bond	0.00	13,622.87	(140.87)	98.97%	51,657.79	25,068.56	26,589.23	206.07%	1,136.76
Total Project Staffing & Admin	13,482.00	13,622.87	(140.87)	98.97%	51,657.79	25,068.56	26,589.23	206.07%	80,811.15

Montrose Management District
Profit Loss Budget vs. Actual East Zone
March 2011

	Mar 11	Budget	\$ Over Budget	% of Budget	Jan - Mar 11	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
Security and Public Safety									
15415 • Vehicle Maint & Operations	0.00	108.26	(108.26)	0.0%	163.47	324.82	(161.35)	50.33%	1,299.16
15420 • Contract Public Safety Services	9,293.00	8,333.33	959.67	111.52%	28,022.10	25,000.03	3,022.07	112.09%	100,000.00
15425 • Mobile Camera Program	1,150.00	1,500.00	(350.00)	76.67%	4,150.00	4,500.00	(350.00)	92.22%	18,000.00
15430 • Cell Phone	0.00	33.56	(33.56)	0.0%	85.36	100.70	(15.34)	84.77%	402.74
15450 • Public Safety Insurance	0.00	108.26	(108.26)	0.0%	0.00	324.82	(324.82)	0.0%	1,299.16
16100 • Store Front Equipment	0.00	40.60	(40.60)	0.0%	0.00	121.78	(121.78)	0.0%	487.18
16101 • Public Safety Training	0.00	270.66	(270.66)	0.0%	0.00	811.95	(811.95)	0.0%	3,247.89
16102 • Public Safety Equipment	0.00	270.66	(270.66)	0.0%	0.00	811.95	(811.95)	0.0%	3,247.89
16110 • Graffiti Abatement	2,560.00	2,916.67	(356.67)	87.77%	7,680.00	8,749.97	(1,069.97)	87.77%	35,000.00
16111 • Light Outage Survey	0.00	49.26	(49.26)	0.0%	0.00	147.78	(147.78)	0.0%	591.12
Total Security and Public Safety	13,003.00	13,631.26	(628.26)	95.39%	40,100.93	40,893.80	(792.87)	98.06%	163,575.14
Visual Improvements & Cultural									
16212 • Beautification Design & Install	740.52	8,333.33	(7,592.81)	8.89%	2,846.52	25,000.03	(22,153.51)	11.39%	100,000.00
Total Visual Improvements & Cultural	740.52	8,333.33	(7,592.81)	8.89%	2,846.52	25,000.03	(22,153.51)	11.39%	100,000.00
Total Uses of Funds	28,244.38	51,172.97	(22,928.59)	55.19%	99,333.37	137,718.80	(38,385.43)	72.13%	531,412.29
Planned Reserves	(3,838.95)	7,103.10	(10,942.05)	-54.05%	174,593.26	37,109.50	137,483.76	470.48%	167,900.64

Montrose Management District
Profit Loss Budget vs. Actual West Zone
March 2011

	Mar 11	Budget	\$ Over Budget	% of Budget	Jan - Mar 11	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
Sources of Funds									
14110-1 · Assessments.	284,752.14	72,152.16	212,599.98	394.60%	539,455.44	216,456.44	322,999.00	249.22%	865,825.88
14112-1 · Assessment Refunds.	9,705.21	(741.67)	10,446.88	-1308.56%	9,830.99	(2,224.97)	12,055.96	-441.85%	(8,900.00)
14310-1 · Penalties & Interest.	0.00	833.33	(833.33)	0.00%	0.00	2,500.03	(2,500.03)	0.0%	10,000.00
14370-1 · Interest Earned on Temp. Inves	0.00	41.67	(41.67)	0.00%	0.00	124.97	(124.97)	0.0%	500.00
14380-1 · Interest.	3.96	14.17	(10.21)	27.95%	3.96	42.47	(38.51)	9.32%	170.00
Total Sources	294,461.31	72,299.66	222,161.65	407.28%	549,290.39	216,898.94	332,391.45	253.25%	867,595.88
Uses of Funds									
Business Development									
16124-1 · Marketing & Public Rel Dir	1,012.82	1,012.82	0.00	100.00%	2,025.64	3,038.41	(1,012.77)	66.67%	12,153.79
16125-1 · Marketing & Public Relation	0.00	3,938.73	(3,938.73)	0.00%	0.00	11,816.17	(11,816.17)	0.0%	47,264.74
16131-1 · Web Site Development.	261.28	450.14	(188.86)	58.04%	430.08	1,350.42	(920.34)	31.85%	5,401.68
16135-1 · Economic Development Service	675.21	675.21	0.00	100.00%	1,350.42	2,025.64	(675.22)	66.67%	8,102.53
16140-1 · Web Site Main./Host/I.T..	168.80	337.61	(168.81)	50.00%	337.60	1,012.77	(675.17)	33.33%	4,051.26
Total Business Development	2,118.11	6,414.51	(4,296.40)	33.02%	4,143.74	19,243.41	(15,099.67)	21.53%	76,974.00
HCID II Creation Costs									
16500 · Hawes Hill Calderon	0.00	0.00	0.00	0.00%	66,251.14	66,300.00	(48.86)	99.93%	66,300.00
16510 · Vinson & Elkins	55,667.81	35,625.00	20,042.81	156.26%	55,667.81	35,625.00	20,042.81	156.26%	69,345.13
16515 · Equi Tax	0.00	0.00	0.00	0.00%	6,770.96	6,771.00	(0.04)	100.07%	6,771.00
Total HCID II Creation Costs	55,667.81	35,625.00	20,042.81	156.26%	128,689.91	108,696.00	19,993.91	118.39%	142,416.13
Project Staffing & Admin									
16150-1 · Admin & Management	1,417.94	1,417.94	0.00	100.00%	2,835.88	4,253.85	(1,417.97)	66.67%	17,015.31
16160-1 · Reimbursable Expenses.	575.32	422.01	153.31	136.33%	943.12	1,265.99	(322.87)	74.5%	5,064.08
16170-1 · Reimbursable Milenge.	266.47	140.67	125.80	189.43%	465.63	422.00	43.63	110.34%	1,688.03
16180-1 · Postage, Deliveries	21.77	140.67	(118.90)	15.48%	193.64	422.00	(228.36)	45.89%	1,688.03
16190-1 · Printing & Reproduction	98.99	337.61	(238.62)	29.32%	335.73	1,012.77	(677.04)	33.15%	4,051.26
16200-1 · Public Notices, Advertising	6.08	67.52	(61.44)	9.01%	2,165.97	202.57	1,963.40	1,069.25%	810.25
16210-1 · Project Management	2,633.32	2,633.32	0.00	100.00%	5,266.64	7,899.97	(2,633.33)	66.67%	31,599.85
16215-1 · Director Of Services	2,722.52	2,722.51	0.01	100.00%	5,445.04	8,167.47	(2,722.43)	66.67%	32,670.06
16220-1 · Legal Services.	0.00	675.21	(675.21)	0.00%	11,340.06	2,025.64	9,314.42	559.83%	8,102.53
16250-1 · Bookkeeping.	1,282.90	410.75	872.15	312.33%	1,728.54	1,232.29	496.25	140.27%	4,929.04
16260-1 · Assess Data Mgmt & Billing Svc	927.97	1,096.77	(168.80)	84.61%	927.97	3,290.33	(2,362.36)	28.2%	13,161.26
16270-1 · Office Supplies.	0.00	202.56	(202.56)	0.00%	0.00	607.72	(607.72)	0.0%	2,430.76
16280-1 · Other.	13.50	8.33	5.17	162.07%	13.50	25.03	(11.53)	53.94%	100.00
16290-1 · Office Lease Space.	0.00	815.88	(815.88)	0.00%	0.00	2,447.63	(2,447.63)	0.0%	9,790.55
16291-1 · Office Equipment.	0.00	450.14	(450.14)	0.00%	0.00	1,350.42	(1,350.42)	0.0%	5,401.68
16530-1 · Insurance & Surety Bond.	0.00				0.00				2,363.24
Total Project Staffing & Admin	9,966.78	11,541.89	(1,575.11)	86.35%	31,661.72	34,625.68	(2,963.96)	91.44%	140,865.93
Security and Public Safety									

Montrose Management District
Profit Loss Budget vs. Actual West Zone

March 2011

15415-1 · Vehicle Maint. & Operations.	0.00	225.07	(225.07)	0.00%	0.00	675.21	(675.21)	0.0%	2,700.84
15420-1 · Contract Public Safety Service	0.00	10,000.00	(10,000.00)	0.00%	0.00	30,000.00	(30,000.00)	0.0%	120,000.00
15425-1 · Mobile Camera Program.	0.00	1,500.00	(1,500.00)	0.00%	0.00	4,500.00	(4,500.00)	0.0%	18,000.00
15430-1 · Cell Phone.	0.00	69.77	(69.77)	0.00%	0.00	209.33	(209.33)	0.0%	837.26
15450-1 · Public Safety Insurance.	0.00	225.07	(225.07)	0.00%	0.00	675.21	(675.21)	0.0%	2,700.84
16100-1 · Store Front Equipment.	0.00	84.40	(84.40)	0.00%	0.00	253.22	(253.22)	0.0%	1,012.82
16101-1 · Public Safety Training.	0.00	562.68	(562.68)	0.00%	0.00	1,687.99	(1,687.99)	0.0%	6,752.11
16102-1 · Public Safety Equipment.	0.00	562.68	(562.68)	0.00%	0.00	1,687.99	(1,687.99)	0.0%	6,752.11
16103-1 · Vehicle and Equipment.	0.00	3,333.33	(3,333.33)	0.00%	0.00	10,000.03	(10,000.03)	0.0%	40,000.00
16110-1 · Graffiti Abatement.	0.00	3,333.33	(3,333.33)	0.00%	0.00	10,000.03	(10,000.03)	0.0%	40,000.00
16111-1 · Light Outage Survey.	0.00	102.41	(102.41)	0.00%	0.00	307.19	(307.19)	0.0%	1,228.88
Total Security and Public Safety	0.00	19,998.74	(19,998.74)	0.00%	0.00	59,996.20	(59,996.20)	0.0%	239,984.86
Visual Improvements & Cultural									
16212-1 · Beautification Design & Instal	1,539.48	2,083.33	(543.85)	73.90%	1,539.48	6,250.03	(4,710.55)	24.63%	25,000.00
Total Visual Improvements & Cultural	1,539.48	2,083.33	(543.85)	73.90%	1,539.48	6,250.03	(4,710.55)	24.63%	25,000.00
Total Uses	69,292.18	75,663.47	(6,371.29)	91.58%	166,034.85	228,811.32	(62,776.47)	72.56%	625,240.92
Planned Reserves	225,169.13	(3,363.81)	228,532.94	-6693.87%	383,255.54	(11,912.38)	395,167.92	-3,217.29%	242,354.96

Montrose Management District
Profit Loss Budget vs. Actual Total Zone
March 2011

Sources of Funds	Mar 11	Budget	\$ Over Budget	% of Budget	Jan - Mar 11	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
14110-1 - Assessments.	284,752.14	72,152.16	212,599.98	3.95	539,455.44	216,456.44	322,999.00	2.49	865,825.88
14110 - Assessments	22,740.28	34,706.60	(11,966.32)	0.66	265,599.85	104,119.80	161,480.05	2.55	416,479.20
14112-1 - Assessment Refunds.	9,705.21	(741.67)	10,446.88	(13.09)	9,830.99	(2,224.97)	12,055.96	(4.42)	(8,900.00)
14112 - Assessment Refunds	(199.39)	(5,070.00)	4,870.61	0.04	6,229.96	(15,210.00)	21,439.96	(0.41)	(60,840.00)
14310-1 - Penalties & Interest.	0.00	833.33	(833.33)	0.00	0.00	2,500.03	(2,500.03)	0.00	10,000.00
14310 - Penalties & Interest	1,862.64	833.33	1,029.31	2.24	2,083.66	2,500.03	(416.37)	0.83	10,000.00
14370-1 - Interest Earned on Temp. Inves	0.00	41.67	(41.67)	0.00	0.00	124.97	(124.97)	0.00	500.00
14370 - Interest Earned on Temp. Invest	0.00	20.83	(20.83)	0.00	0.00	62.53	(62.53)	0.00	250.00
14380-1 - Interest.	3.96	14.17	(10.21)	0.28	3.96	42.47	(38.51)	0.09	170.00
14380 - Interest	1.90	7.08	(5.18)	0.27	13.16	21.28	(8.12)	0.62	85.00
14390 - Ending FY 2010 Fund Balance	0.00	27,778.23	(27,778.23)	0.00	0.00	83,334.66	(83,334.66)	0.00	333,338.73
Total Sources	318,866.74	130,575.73	188,291.01	2.44	823,217.02	391,727.24	431,489.78	2.10	1,566,908.81
Uses of Funds									
Business Development									
16124-1 - Marketing & Public Rel Dir	1,012.82	1,012.82	0.00	1.00	2,025.64	3,038.41	(1,012.77)	0.67	12,153.79
16124 - Marketing & Public Rel Director	487.18	487.18	0.00	1.00	3,209.26	1,461.59	1,747.67	2.20	5,846.21
16125-1 - Marketing & Public Relation	0.00	3,938.73	(3,938.73)	0.00	0.00	11,816.17	(11,816.17)	0.00	47,264.74
16125 - Marketing & Public Relations	0.00	7,727.94	(7,727.94)	0.00	0.00	23,183.80	(23,183.80)	0.00	92,735.26
16131-1 - Web Site Development.	261.28	450.14	(188.86)	0.58	430.08	1,350.42	(920.34)	0.32	5,401.68
16131 - Web Site Development	125.69	216.53	(90.84)	0.58	456.89	649.55	(192.66)	0.70	2,598.32
16135-1 - Economic Development Service	675.21	675.21	0.00	1.00	1,350.42	2,025.64	(675.22)	0.67	8,102.53
16135 - Economic Development Services	324.79	324.79	0.00	1.00	649.58	974.36	(324.78)	0.67	3,897.47
16140-1 - Web Site Main./Host/I.T..	168.80	337.61	(168.81)	0.50	337.60	1,012.77	(675.17)	0.33	4,051.26
16140 - Web Site Main./Host/I.T.	81.20	162.40	(81.20)	0.50	412.40	487.14	(74.74)	0.85	1,948.74
Total Business Development	3,136.97	15,333.35	(12,196.38)	0.20	8,871.87	45,999.85	(37,127.98)	0.19	184,000.00
HCID II Creation Costs									
16500 - Hawes Hill Calderon	0.00	0.00	0.00	0.00	66,251.14	66,300.00	(48.86)	1.00	66,300.00
16510 - Vinson & Elkins	55,667.81	35,625.00	20,042.81	1.56	55,667.81	35,625.00	20,042.81	1.56	69,345.13
16515 - Equi Tax	0.00	0.00	0.00	0.00	6,770.96	6,771.00	(0.04)	1.00	6,771.00
Total HCID II Creation Costs	55,667.81	35,625.00	20,042.81	1.56	128,689.91	108,696.00	19,993.91	1.18	142,416.13
Mobility & Transportation									
17001 - Transportation Inv. Contract	0.00	6,666.67	(6,666.67)	0.00	0.00	19,999.97	(19,999.97)	0.00	80,000.00
Total Mobility & Transportation	0.00	6,666.67	(6,666.67)	0.00	0.00	19,999.97	(19,999.97)	0.00	80,000.00
Project Staffing & Admin									
16150-1 - Admin & Management	1,417.94	1,417.94	0.00	1.00	2,835.88	4,253.85	(1,417.97)	0.67	17,015.31
16150 - Admin & Management	682.06	682.06	0.00	1.00	3,464.12	2,046.15	1,417.97	1.69	8,184.69
16160-1 - Reimbursable Expenses.	575.32	422.01	153.31	1.36	943.12	1,265.99	(322.87)	0.74	5,064.08
16160 - Reimbursable Expenses	526.74	202.99	323.75	2.59	1,958.62	609.01	1,349.61	3.22	2,435.92
16170-1 - Reimbursable Mileage.	266.47	140.67	125.80	1.89	465.63	422.00	43.63	1.10	1,688.03
16170 - Reimbursable Mileage	128.17	67.66	60.51	1.89	508.51	203.03	305.48	2.50	811.97

Montrose Management District
Profit Loss Budget vs. Actual Total Zone

March 2011

16180-1 · Postage, Deliveries	21.77	140.67	(118.90)	0.15	193.64	422.00	(228.36)	0.46	1,688.03
16180 · Postage, Deliveries	10.47	67.66	(57.19)	0.15	610.19	203.03	407.16	3.01	811.97
16190-1 · Printing & Reproduction	98.99	337.61	(238.62)	0.29	335.73	1,012.77	(677.04)	0.33	4,051.26
16190 · Printing & Reproduction	47.61	162.40	(114.79)	0.29	805.80	487.14	318.66	1.65	1,948.74
16200-1 · Public Notices, Advertising	6.08	67.52	(61.44)	0.09	2,165.97	202.57	1,963.40	10.69	810.25
16200 · Public Notices, Advertising	540.71	32.48	508.23	16.65	4,100.55	97.43	4,003.12	42.09	389.75
16210-1 · Project Management	2,633.32	2,633.32	0.00	1.00	5,266.64	7,899.97	(2,633.33)	0.67	31,599.85
16210 · Project Management	1,266.68	1,266.68	0.00	1.00	7,433.36	3,800.03	3,633.33	1.96	15,200.15
16215-1 · Director Of Services	2,722.52	2,722.51	0.01	1.00	5,445.04	8,167.47	(2,722.43)	0.67	32,670.06
16215 · Director Of Services	1,309.59	1,309.58	0.01	1.00	6,651.29	3,928.72	2,722.57	1.69	15,714.94
16220-1 · Legal Services	0.00	675.21	(675.21)	0.00	11,340.06	2,025.64	9,314.42	5.60	8,102.53
16220 · Legal Services	0.00	324.79	(324.79)	0.00	14,347.48	974.36	13,373.12	14.73	3,897.47
16250-1 · Bookkeeping	1,282.90	410.75	872.15	3.12	1,728.54	1,232.29	496.25	1.40	4,929.04
16250 · Bookkeeping	617.10	197.58	419.52	3.12	1,341.46	592.74	748.72	2.26	2,570.96
16260-1 · Assess Data Mgmt & Billing Svc	927.97	1,096.77	(168.80)	0.85	927.97	3,290.33	(2,362.36)	0.28	13,161.26
16260 · Assess Data Mgmt & Billing Svc	446.37	694.24	(247.87)	0.64	2,504.91	2,082.66	422.25	1.20	8,330.82
16270-1 · Office Supplies	0.00	202.56	(202.56)	0.00	0.00	607.72	(607.72)	0.00	2,430.76
16270 · Office Supplies	0.00	97.44	(97.44)	0.00	0.00	292.28	(292.28)	0.00	1,169.24
16280-1 · Other	13.50	8.33	5.17	1.62	13.50	25.03	(11.53)	0.54	100.00
16280 · Other	6.50	8.33	(1.83)	0.78	31.50	25.03	6.47	1.26	100.00
16290-1 · Office Lease Space	0.00	815.88	(815.88)	0.00	0.00	2,447.63	(2,447.63)	0.00	9,790.55
16290 · Office Lease Space	0.00	392.45	(392.45)	0.00	0.00	1,177.40	(1,177.40)	0.00	4,709.45
16291-1 · Office Equipment	0.00	450.14	(450.14)	0.00	0.00	1,350.42	(1,350.42)	0.00	5,401.68
16291 · Office Equipment	0.00	216.53	(216.53)	0.00	0.00	649.55	(649.55)	0.00	2,598.32
16340 · Auditing Fees	7,900.00	7,900.00	0.00	1.00	7,900.00	7,900.00	0.00	1.00	11,000.00
16530-1 · Insurance & Surety Bond	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,363.24
16530 · Insurance & Surety Bond	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,136.76
Total Project Staffing & Admin	23,448.78	25,164.76	(1,715.98)	0.93	83,319.51	59,694.24	23,625.27	1.40	221,677.08
Security and Public Safety									
15415-1 · Vehicle Maint. & Operations	0.00	225.07	(225.07)	0.00	0.00	675.21	(675.21)	0.00	2,700.84
15415 · Vehicle Maint. & Operations	0.00	108.26	(108.26)	0.00	163.47	324.82	(161.35)	0.50	1,299.16
15420-1 · Contract Public Safety Service	0.00	10,000.00	(10,000.00)	0.00	0.00	30,000.00	(30,000.00)	0.00	120,000.00
15420 · Contract Public Safety Service	9,293.00	8,333.33	959.67	1.12	28,022.10	25,000.03	3,022.07	1.12	100,000.00
15425-1 · Mobile Camera Program	0.00	1,500.00	(1,500.00)	0.00	0.00	4,500.00	(4,500.00)	0.00	18,000.00
15425 · Mobile Camera Program	1,150.00	1,500.00	(350.00)	0.77	4,150.00	4,500.00	(350.00)	0.92	18,000.00
15430-1 · Cell Phone	0.00	69.77	(69.77)	0.00	0.00	209.33	(209.33)	0.00	837.26
15430 · Cell Phone	0.00	33.56	(33.56)	0.00	85.36	100.70	(15.34)	0.85	402.74
15450-1 · Public Safety Insurance	0.00	225.07	(225.07)	0.00	0.00	675.21	(675.21)	0.00	2,700.84
15450 · Public Safety Insurance	0.00	108.26	(108.26)	0.00	0.00	324.82	(324.82)	0.00	1,299.16
16100-1 · Store Front Equipment	0.00	84.40	(84.40)	0.00	0.00	253.22	(253.22)	0.00	1,012.82
16100 · Store Front Equipment	0.00	40.60	(40.60)	0.00	0.00	121.78	(121.78)	0.00	487.18
16101-1 · Public Safety Training	0.00	562.68	(562.68)	0.00	0.00	1,687.99	(1,687.99)	0.00	6,752.11
16101 · Public Safety Training	0.00	270.66	(270.66)	0.00	0.00	811.95	(811.95)	0.00	3,247.89
16102-1 · Public Safety Equipment	0.00	562.68	(562.68)	0.00	0.00	1,687.99	(1,687.99)	0.00	6,752.11
16102 · Public Safety Equipment	0.00	270.66	(270.66)	0.00	0.00	811.95	(811.95)	0.00	3,247.89
16103-1 · Vehicle and Equipment	0.00	3,333.33	(3,333.33)	0.00	0.00	10,000.03	(10,000.03)	0.00	40,000.00
16110-1 · Graffiti Abatement	0.00	3,333.33	(3,333.33)	0.00	0.00	10,000.03	(10,000.03)	0.00	40,000.00

Montrose Management District
Profit Loss Budget vs. Actual Total Zone

March 2011

16110 - Graffiti Abatement	2,560.00	2,916.67	(356.67)	0.88	7,680.00	8,749.97	(1,069.97)	0.88	35,000.00
16111 - Light Outage Survey	0.00	102.41	(102.41)	0.00	0.00	307.19	(307.19)	0.00	1,228.88
16111 - Light Outage Survey	0.00	49.26	(49.26)	0.00	0.00	147.78	(147.78)	0.00	591.12
Total Security and Public Safety	13,003.00	33,630.00	(20,627.00)	0.39	40,100.93	100,890.00	(60,789.07)	0.40	403,560.00
Visual Improvements & Cultural									
16212-1 - Beautification Design & Install	1,539.48	2,083.33	(543.85)	0.74	1,539.48	6,250.03	(4,710.55)	0.25	25,000.00
16212 - Beautification Design & Install	740.52	8,333.33	(7,592.81)	0.09	2,846.52	25,000.03	(22,153.51)	0.11	100,000.00
Total Visual Improvements & Cultural	2,280.00	10,416.66	(8,136.66)	0.22	4,386.00	31,250.06	(26,864.06)	0.14	125,000.00
Total Uses	97,536.56	126,836.44	(29,299.88)	0.77	265,368.22	366,530.12	(101,161.90)	0.72	1,156,653.21
Planned Reserves	221,330.18	3,739.29	217,590.89	59.19	557,848.80	25,197.12	532,651.68	22.14	410,255.60



Description of Services	Charge
g Total Phase I	\$2,280.00
g preliminary canvas of neighborhood	\$560.00
g meeting with stake holders and design scope of work	\$400.00
g create online test and forum for Montrose Area	\$1,000.00
g Review and note major architecture styles in district	\$320.00
Total Charges:	

Summary of Services for:
Phase one of Montrose Logo work.

Previous Balance:	\$0.00
Payments Received:	\$0.00
New Balance:	\$2,280.00
Total Due:	\$2,280.00
Minimum Due:	\$2,280.00
Amount Enclosed:	\$

NOTES:

Make Check Payable To:
Pahl Samson

Mail Payment To:
CURB
1135 w clay rd 8
Houston, TX 77019

☐ Check here for a change of mailing address, email address or contact number.
Please provide all corrections on reverse side.

CK# 2451



Equi-Tax Inc.
Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

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

DATE: 01/03/2011

B&P RESIDENTIAL LLC
8210 CANTRELL ST
HOUSTON TX 77074-7451

RES A BLK 1
AVONDALE GARDENS CENTER

106 WESTHEIMER RD

HARRIS COUNTY IMP DISTRICT 6

ACCOUNT NUMBER: 92/122/924/001/0001
TAX YEAR: 2008
REF No.: 0874112

Date Processed: 01/03/2011
RECEIPT NUMBER: 92009256
DEPOSIT BATCH No.: RP110103

NOTICE OF CHANGE IN TAX LIABILITY

We have been notified by the Central Appraisal District of a change in the appraisal of your property that has resulted in a change in your tax liability for the 2008 tax year.

The explanation of the change is:

☐ Decrease in Appraised Value
☐ Exemption(s) Added
☐ Account was Prorated
☐ Account Deleted
☐ Rendition Penalty Waived
☒ Other: 408.02 Cause 9806-60730

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 \$408.02.

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

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

Very truly yours,

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

CK# 2452

Victor Beserra	Mar-11	50	\$ 42.00	\$ 803.00	\$ 2,100.00
Coordinator Fee			\$ 0.00	\$ 0.00	\$ -
Richard Kuo	Mar-11	20	\$ 42.00	\$ 893.00	\$ 893.00
Alaina Girdt	Mar-11	40	\$ 42.00	\$ 1,680.00	\$ 1,680.00
Leon Laureano	Mar-11	20	\$ 42.00	\$ 840.00	\$ 840.00
Kath Mountain	Mar-11	25	\$ 42.00	\$ 1,050.00	\$ 1,050.00
John Obenhaus	Mar-11	55	\$ 42.00	\$ 1,470.00	\$ 1,470.00
Aaron Day	Mar-11	5	\$ 42.00	\$ 210.00	\$ 210.00
Lee Jaquary	Mar-11	5	\$ 42.00	\$ 210.00	\$ 210.00

CK# 2453 - 2460



Equi-Tax Inc.
Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

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

DATE: 03/23/2011

4119 Montrose LTS
4200 Montrose Blvd Ste 500
Houston, TX 77006

RES A BLK 1 &
TRS 3 3C & 4A 5 & 5A BLK 24 &
TRS A & B (ABANDONED ALLEY)
LOCKHART CORNOR & BARGIEA
4119 MONTROSE BLVD

HARRIS COUNTY IMP DISTRICT 6

ACCOUNT NUMBER: 92/120/768/001/0001
TAX YEAR: 2009
REF No.: 0876502

Date Processed: 03/23/2011
RECEIPT NUMBER: 92000509
DEPOSIT BATCH No.: RP110323

NOTICE OF CHANGE IN TAX LIABILITY

We have been notified by the Central Appraisal District of a change in the appraisal of your property that has resulted in a change in your tax liability for the 2009 tax year.

The explanation of the change is:

☐ Decrease in Appraised Value
☐ Exemption(s) Added
☐ Account was Prorated
☐ Account Deleted
☐ Rendition Penalty Waived
☒ Other: 4119 Montrose Cause 2010-0005

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 \$33.75.

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

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

Very truly yours,

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

POSTED

CK# 2461

**** SECOND PAYMENT NOTICE ****

HARRIS COUNTY IMP DISTRICT 6
DATE: 02/09/2011
TAX YEAR: 2010

SECOND PAYMENT NO: 08-83251
DEPOSIT BATCH NO.: 92-167
RECEIPT NUMBER: 92000043

OWNER NAME: WHEELER JAMES M

CHECK NO.: 5700

ACCOUNT NUMBER: 92/008/266/000/0004

DATE OF PAYMENT: 01/31/2011

PAID BY: 911396

LEGAL DESCRIPTION

CENTER FOR WOMENS' HEALTH
CARE
4100 MILAM, STE 1130
HOUSTON TX 77006

LT 4 & TRS 3 5 & 7A BLK 16
BUTE

4100 MILAM ST

DISTRICT NAME OVERPAYMENT AMOUNT
HARRIS COUNTY IMP DISTRICT 6 955.27
Amount of Refund: 955.27

AMOUNT OF CHECK: 955.27 CHECK NO: 5700

AMOUNT APPLIED: .00 Ref No.:

DIFFERENCE: 955.27

COMPLETED BY: [Signature] DATE: 2-9-11

FIRST PAYMENT RECEIVED FROM: 909327 VERITAS TITLE PARTNERS, LP

DATE PAID: 12/22/2010 DEPOSIT# 92-155

CHECK#

448

DISPOSITION OF OVERPAYMENT

REFUND TO: Center for Womens Health Care DATE: 3-8-11

Address: 4100 Milam St

Address:

City: Houston State: TX Zip: 77006

APPLIED TO ACCT# DATE:

CK# 2462



Equi-Tax Inc.

Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

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

DATE: 02/09/2011

LEGAL DESCRIPTION

CENTER FOR WOMENS' HEALTH
CARE
4100 MILAM, STE 1130
HOUSTON TX 77006

LT 4 & TRS 3 5 & 7A BLK 16
BUTE

4100 MILAM ST

HARRIS COUNTY IMP DISTRICT 6
ACCOUNT NUMBER: 92/008/266/000/0004
TAX YEAR: 2010
REF No.:

SECOND PAYMENT NO: 08-83251
DATE OF PAYMENT: 01/31/2011
RECEIPT NUMBER: 92000043
DEPOSIT BATCH NO.: 92-167

Dear Taxpayer:

We have received your payment on the above referenced account. This account has been paid for the tax year listed above by: VERITAS TITLE PARTNERS, LP

Please verify the description of the property, then Check one of the following boxes, COMPLETE and SIGN this form, and send it back to our office.

- ☒ Duplicate payment has been made in error, please issue a refund.
☐ Apply the payment to another account. Tax Account No.
☐ Responsible for payment on the referenced account, no refund requested.

Refund payable to: Center for Womens Health Care

Address: 4100 Milam St

City: Houston State: TX Zip: 77006

Signature: [Signature] Date: 2/17/11

Name (print): James M. Wheeler MD Title: Physician/owner

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

Very truly yours,

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

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

HCID 11
DATE: 03/29/2011
TAX YEAR: 2010

OVERPAYMENT NUMBER: 08-93692
DEPOSIT BATCH NO.: 94-016
RECEIPT NUMBER: 94000630

OWNER NAME: BINNS ROBERT A JR

CHECK NO.: 1661810

ACCOUNT NUMBER: 94/053/147/000/0007

DATE OF PAYMENT: 03/29/2011

PAID BY: 911905

LEGAL DESCRIPTION

FIRST AMERICAN TITLE CO.
7821 FM 1960 EAST
HUMBLE TX 77346

LT 7 BLK 65
HILLCREST

2003 S SHEPHERD DR

DISTRICT NAME OVERPAYMENT AMOUNT
HCID 11 72.84

REASON: paid 9% interest & penalties that were not due

AMOUNT OF CHECK: 388.40 CHECK NO: 1661810

AMOUNT APPLIED: 315.56 Ref No.: 1546831H166

DIFFERENCE: 72.84

COMPLETED BY: [Signature] DATE: 3-29-11

Refund payable to:

Address:

City: Itc275 op State: TX Zip: ORIGINAL



Equi-Tax Inc.

Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

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

DATE: 02/17/2011

DEMERSIS PROPERTIES LTD
2911 S SHEPHERD DR
HOUSTON TX 77098-1537

LTS 8 9 & 10 BLK 7
MELROSE PLACE

2901 S SHEPHERD DR

HCID 11

ACCOUNT NUMBER: 94/026/058/007/0008
TAX YEAR: 2010
REF No.: 0874668

Date Processed: 02/14/2011
RECEIPT NUMBER: 94000128
DEPOSIT BATCH NO.: RF110214

NOTICE OF CHANGE IN TAX LIABILITY

We have been notified by the Central Appraisal District of a change in the appraisal of your property that has resulted in a change in your tax liability for the 2010 tax year.

The explanation of the change is:

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

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 \$44.20.

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

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

Very truly yours,

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

POSTED

CK# 2463

CK# 2464

POSTED



Equi-Tax Inc.
Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

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

DATE: 03/23/2011

WHEELER JAMES M
3806 SWARTHMORE ST
HOUSTON TX 77005-3610

LEGAL DESCRIPTION
LT 4 & TRS 3 5 & 7A BLK 16
BOTE
4100 MILAM ST

HARRIS COUNTY IMP DISTRICT 6

ACCOUNT NUMBER: 92/008/266/000/0004
TAX YEAR: 2009
REF No.: 0876500

Date Processed: 03/23/2011
RECEIPT NUMBER: 92000045
DEPOSIT BATCH No.: RF110323

NOTICE OF CHANGE IN TAX LIABILITY

We have been notified by the Central Appraisal District of a change in the appraisal of your property that has resulted in a change in your tax liability for the 2009 tax year.

The explanation of the change is:

☐ Decrease in Appraised Value
☐ Exemption(s) Added
☐ Account was Prorated

☐ Account Deleted
☐ Rendition Penalty Waived
☒ Other: Account Deleted

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 \$51.87.

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

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

Very truly yours,

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

POSTED

CK#2465



Equi-Tax Inc.
Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

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

DATE: 03/23/2011

PRESSWOOD JOE T
PRESSWOOD FOREST L
1629 W 34TH ST
HOUSTON TX 77018-6215

LEGAL DESCRIPTION
TRS 6 7A 8A & 13 BLK 38
TURNER M F
1010 AUTREY ST

HCID 11

ACCOUNT NUMBER: 94/036/044/000/0006
TAX YEAR: 2010
REF No.: 0876503

Date Processed: 03/23/2011
RECEIPT NUMBER: 94000292
DEPOSIT BATCH No.: RF110323

NOTICE OF CHANGE IN TAX LIABILITY

We have been notified by the Central Appraisal District of a change in the appraisal of your property that has resulted in a change in your tax liability for the 2010 tax year.

The explanation of the change is:

☐ Decrease in Appraised Value
☐ Exemption(s) Added
☐ Account was Prorated

☐ Account Deleted
☐ Rendition Penalty Waived
☒ Other: Account Deleted

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 \$281.19.

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

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

Very truly yours,

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

POSTED

CK#2466

****** SECOND PAYMENT NOTICE ******

HARRIS COUNTY IMP DISTRICT 6
DATE: 02/09/2011
TAX YEAR: 2010

OWNER NAME: LISTER KRISTEN

ACCOUNT NUMBER: 92/014/071/000/0001

PAID BY:

LISTER KRISTEN
PO BOX 667564
HOUSTON TX 77266-7564

SECOND PAYMENT NO: 08-83252
DEPOSIT BATCH NO.: 92-167
RECEIPT NUMBER: 10105927

CHECK NO.: 5533

DATE OF PAYMENT: 01/31/2011

LEGAL DESCRIPTION

LT 1 BLK 19
FAIRVIEW
2520 HOPKINS ST 12

DISTRICT NAME OVERPAYMENT AMOUNT
HARRIS COUNTY IMP DISTRICT 6 \$32.45
Amount of Refund: \$32.45

AMOUNT OF CHECK: 532.45 CHECK NO: 5533

AMOUNT APPLIED: .00 Ref No.: 5533

DIFFERENCE: 532.45

COMPLETED BY: JK DATE: 2-9-11

FIRST PAYMENT RECEIVED FROM: 010116 BAYVIEW LOAN SERVICING LLC

DATE PAID: 01/31/2011 DEPOSIT# 92-166 CHECK# 136729

DISPOSITION OF OVERPAYMENT

REFUND TO: Kristen Lister DATE: 3-8-11

Address: P.O. Box 667564

Address: _____

City: Houston State: Tx Zip: 77266

APPLIED TO ACCT# _____ DATE: _____

CK#2467



Equi-Tax Inc.
Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

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

DATE: 02/09/2011

LISTER KRISTEN
PO BOX 667564
HOUSTON TX 77266-7564

LEGAL DESCRIPTION

LT 1 BLK 19
FAIRVIEW

2520 HOPKINS ST 12

HARRIS COUNTY IMP DISTRICT 6
ACCOUNT NUMBER: 92/014/071/000/0001
TAX YEAR: 2010
REF No.: 10105927

SECOND PAYMENT NO: 08-83252
DATE OF PAYMENT: 01/31/2011
RECEIPT NUMBER: 10105927
DEPOSIT BATCH No.: 92-167

Dear Taxpayer:

We have received your payment on the above referenced account. This account has been paid for the tax year listed above by: BAYVIEW LOAN SERVICING LLC

Please verify the description of the property, then check one of the following boxes, COMPLETE and SIGN this form, and send it back to our office.

☒ Duplicate payment has been made in error, please issue a refund.
☐ Apply the payment to another account. Tax Account No. _____
☐ Responsible for payment on the referenced account, no refund requested.

Refund payable to: Kristen Lister

Address: P.O. Box 667564

City: Houston State: Tx Zip: 77266

Signature: _____ Date: 3/1/11

Name (print): Kristen Lister Title: OWNER

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

Very truly yours,

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



Equi-Tax Inc.
Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

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

DATE: 03/23/2011

MEMORIAL TRAILS APARTMENTS INC
9601 KAY FRWY STE 475
HOUSTON TX 77024

LTS 1 2 & 11 & TRS 3A 5B 9 &
10 BLK 20
LOCKHART CORNSOR & BARZIZA

3808 STANFORD ST 8

HARRIS COUNTY IMP DISTRICT 6

ACCOUNT NUMBER: 92/023/076/000/0001
TAX YEAR: 2009
REF No.: 0876501

Date Processed: 03/23/2011
RECEIPT NUMBER: 92000220
DEPOSIT BATCH No.: EF110323

NOTICE OF CHANGE IN TAX LIABILITY

We have been notified by the Central Appraisal District of a change in the appraisal of your property that has resulted in a change in your tax liability for the 2009 tax year.

The explanation of the change is:

- ☐ Decrease in Appraised Value
- ☐ Exemption(s) Added
- ☐ Account was Prorated

- ☐ Account Deleted
- ☐ Rendition Penalty Waived
- ☒ Other: Account Deleted 2009-67128

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 \$122.91.

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

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

Very truly yours,

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

POSTED

CK# 2468

3-25-11



Equi-Tax Inc.
Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

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

DATE: 03/18/2011

LAM PHAT V
2035 PORTSMOUTH ST
HOUSTON TX 77098-4205

LEGAL DESCRIPTION

LT 6 BLK 75
MONTROSE

1420 W ALABAMA ST

HCID 11
ACCOUNT NUMBER: 94/026/202/000/0006
TAX YEAR: 2010
REF No.:

SECOND PAYMENT NO: 08-83486
DATE OF PAYMENT: 03/18/2011
RECEIPT NUMBER: 94000180
DEPOSIT BATCH No.: 94-011

Dear Taxpayer:

We have received your payment on the above referenced account. This account has been paid for the tax year listed above by: STARTEX TITLE COMPANY LLC

Please verify the description of the property, then Check one of the following boxes, COMPLETE and SIGN this form, and send it back to our office.

- ☒ Duplicate payment has been made in error, please issue a refund.
- ☐ Apply the payment to another account. Tax Account No.
- ☐ Responsible for payment on the referenced account, no refund requested.

Refund payable to: Phat Lam

Address: 2035 Portsmouth

City: Houston State: Texas Zip: 77098

Signature: [Signature] Date: 3-22-11

Name (print): Phat Lam Title: Owner

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

Very truly yours,

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

****** SECOND PAYMENT NOTICE ******

HCID 11
DATE: 03/18/2011
TAX YEAR: 2010

SECOND PAYMENT NO: 08-83486
DEPOSIT BATCH NO.: 94-011
RECEIPT NUMBER: 94000180

OWNER NAME: LAM PHAT V

CHECK NO.: 1070

ACCOUNT NUMBER: 94/026/202/000/0006

DATE OF PAYMENT: 03/18/2011

PAID BY:

LEGAL DESCRIPTION

LAM PHAT V
2035 PORTSMOUTH ST
HOUSTON TX 77098-4205

LT 6 BLK 75
MONTROSE

1420 W ALABAMA ST

DISTRICT NAME	OVERPAYMENT AMOUNT
HCID 11	423.50
Amount of Refund:	423.50

AMOUNT OF CHECK: 423.50 CHECK NO: 1070

AMOUNT APPLIED: .00 Ref No.:

DIFFERENCE: 423.50

COMPLETED BY: [Signature] DATE: 3-18

POSTED

FIRST PAYMENT RECEIVED FROM: 650198 STARTEX TITLE COMPANY LLC

DATE PAID: 03/18/2011 DEPOSIT# 94-011 CHECK# 4037

DISPOSITION OF OVERPAYMENT

REFUND TO: Phat Lam DATE: 3-25-11

Address: 2035 Portsmouth

Address:

City: Houston State: TX Zip: 77098

APPLIED TO ACCT# DATE:

CK# 2469

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

HCID 11
DATE: 03/18/2011
TAX YEAR: 2010

OVERPAYMENT NUMBER: 08-93658
DEPOSIT BATCH NO.: 94-011
RECEIPT NUMBER: 94000180

OWNER NAME: LAM PHAT V

CHECK NO.: 4037

ACCOUNT NUMBER: 94/026/202/000/0006

DATE OF PAYMENT: 03/18/2011

PAID BY: 650198

LEGAL DESCRIPTION

STARTEX TITLE COMPANY LLC
1177 WEST LOOP SOUTH #1475
HOUSTON TX 77027

LT 6 BLK 75
MONTROSE

1420 W ALABAMA ST

DISTRICT NAME	OVERPAYMENT AMOUNT
HCID 11	38.12

REASON: Overpayment

AMOUNT OF CHECK: 461.62 CHECK NO: 4037

AMOUNT APPLIED: 423.50 Ref No.: 7211708804

DIFFERENCE: 38.12

COMPLETED BY: [Signature] DATE: 3-18

Refund payable to:

Address:

City: Itc275 op State: Zip: ORIGINAL

POSTED

CK# 2470

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

HCID 11
DATE: 03/23/2011
TAX YEAR: 2010
OWNER NAME: 4900 TRAVIS INVESTMENTS LLC
ACCOUNT NUMBER: 94/033/194/000/0001
PAID BY: 650209
THE CRIM LAW FIRM PC
4900 TRAVIS STREET
HOUSTON TX 77002
OVERPAYMENT NUMBER: 08-93673
DEPOSIT BATCH NO.: 94-012
RECEIPT NUMBER: 94000240
CHECK NO.: 17568
DATE OF PAYMENT: 03/23/2011
LEGAL DESCRIPTION
LTS 1 & 2 BLK 4
SOUTH END VILLA
4900 TRAVIS ST

DISTRICT NAME OVERPAYMENT AMOUNT
HCID 11 31.25

REASON: levy change

AMOUNT OF CHECK: 1,081.25 CHECK NO: 17568
AMOUNT APPLIED: 1,050.00 Ref No.:
DIFFERENCE: 31.25

COMPLETED BY: [Signature] DATE: 3-23

Refund payable to:

Address:

City: lrc275 op State: Zip: ORIGINAL

POSTED

CK# 2471



Equi-Tax Inc.
Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

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

DATE: 02/17/2011

DEMERSIS PROPERTIES LTD
2911 S SHEPHERD DR
HOUSTON TX 77098-1537

LTS 4 & 5 BLK 7
MELROSE PLACE

2049 MARSHALL ST

HCID 11

ACCOUNT NUMBER: 94/026/058/007/0004
TAX YEAR: 2010
REF No.: 0874667

Date Processed: 02/14/2011
RECEIPT NUMBER: 94000126
DEPOSIT BATCH No.: RF110214

NOTICE OF CHANGE IN TAX LIABILITY

We have been notified by the Central Appraisal District of a change in the appraisal of your property that has resulted in a change in your tax liability for the 2010 tax year.

The explanation of the change is:

- ☐ Decrease in Appraised Value
- ☐ Exemption(s) Added
- ☐ Account was Prorated
- ☐ Account Deleted
- ☐ Rendition Penalty Waived
- ☒ Other: Account Change 2819-67781

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 \$81.58.

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

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

Very truly yours,

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

POSTED

CK# 2472

ESQUIRE
Esquire Solutions - Houston
2700 Centennial Tower
101 Marietta Street
Atlanta, GA 30303



Remit to:
Esquire Deposition Solutions
PO Box 934157
Atlanta GA 31193-4157
www.esquiresolutions.com

Toll Free (800) 787-6532
Fax (888) 590-3205

Invoice # EQ239554

Invoice Date	03/01/2011
Terms	NET 45
Payment Due	03/31/2011
Date of Loss	
Name of Insured	
Adjuster	
Claim Number	

CLARK LORD, ESQ.
VINSON & ELKINS, LLP - HOUSTON
SUITE 2500
1001 FANNIN STREET
HOUSTON, TX 77002

Assignment	Case	Assignment #	Shipped	Shipped Via
02/15/2011	HARRIS COUNTY IMPROVEMENT DISTRICT NO.	210686	03/28/2011	UPS

Description	Amount
Services Provided on 02/15/2011, PUBLIC HEARING (HOUSTON, TX)	
ORIGINAL & ONE COPY - MINIMUM SURCHARGE	\$ 154.50
EXHIBITS	\$ 0.00
FLAT FEE EXHIBITS	\$ 95.00
LITIGATION SUPPORT DISK	\$ 36.00
CONDENSED TRANSCRIPT	\$ 15.00
TRANSCRIPT ARCHIVAL	\$ 45.00
	\$ 305.50
DELIVERY - OTHER	\$ 17.20
	\$ 17.20
Tax:	\$ 0.00
Post:	\$ 0.00
Amount Due On/Before 04/15/2011	\$ 322.75

Tax Number: 25-3779584

Please detach and return this bottom portion with your payment
or pay online at www.esquireconnect.net



Invoice #: EQ239554
Payment Due: 03/31/2011
Amount Due On/Before 04/15/2011 \$ 322.75

CLARK LORD, ESQ.
VINSON & ELKINS, LLP - HOUSTON
SUITE 2500
1001 FANNIN STREET
HOUSTON, TX 77002

Remit to:
Esquire Deposition Solutions
PO Box 934157
Atlanta GA 31193-4157
www.esquiresolutions.com

Thank you for your business!

044 0000239554 03012011 1 000032275 7 03312011 04152011 7 000035503 18

ESQUIRE
Esquire Solutions - Houston
2700 Centennial Tower
101 Marietta Street
Atlanta, GA 30303



Remit to:
Esquire Deposition Solutions
PO Box 934157
Atlanta GA 31193-4157
www.esquiresolutions.com

Toll Free (800) 787-6532
Fax (888) 590-3205

Invoice # EQ242044

Invoice Date	03/10/2011
Terms	NET 45
Payment Due	04/09/2011
Date of Loss	
Name of Insured	
Adjuster	
Claim Number	

CLARK LORD, ESQ.
VINSON & ELKINS, LLP - HOUSTON
SUITE 2500
1001 FANNIN STREET
HOUSTON, TX 77002

Assignment	Case	Assignment #	Shipped	Shipped Via
02/15/2011	HARRIS COUNTY IMPROVEMENT DISTRICT NO.	210700	03/28/2011	UPS

Description	Amount
Services Provided on 02/15/2011, HEARING (HOUSTON, TX)	
ORIGINAL & ONE COPY OF PROCEEDINGS/WORD INDEX (23 Pages)	\$ 145.50
EXHIBITS	\$ 0.00
ARBITRATION APPEARANCE	\$ 100.00
FLAT FEE EXHIBITS	\$ 36.00
LITIGATION SUPPORT DISK	\$ 36.00
CONDENSED TRANSCRIPT	\$ 15.00
TRANSCRIPT ARCHIVAL	\$ 45.00
	\$ 379.50
DELIVERY - OTHER	\$ 15.70
	\$ 15.70
Tax:	\$ 0.00
Post:	\$ 0.00
Amount Due On/Before 04/24/2011	\$ 395.34

Tax Number: 25-3779584

Please detach and return this bottom portion with your payment
or pay online at www.esquireconnect.net



Invoice #: EQ242044
Payment Due: 04/09/2011
Amount Due On/Before 04/24/2011 \$ 395.34

CLARK LORD, ESQ.
VINSON & ELKINS, LLP - HOUSTON
SUITE 2500
1001 FANNIN STREET
HOUSTON, TX 77002

Remit to:
Esquire Deposition Solutions
PO Box 934157
Atlanta GA 31193-4157
www.esquiresolutions.com

Thank you for your business!

044 0000242044 03102011 1 000039534 6 04092011 04242011 3 000043467 17

ESQUIRE
Esquire Solutions - Houston
2700 Centennial Tower
151 Marquette Street
Atlanta, GA 30303



Remit to:
Esquire Deposition Solutions
PO Box 934157
Atlanta GA 31193-4157
www.esquiredepositions.com

Toll Free (800) 767-6632
Fax (800) 590-5206

CLARK LORD, ESQ.
VINSON & ELKINS, LLP - HOUSTON
SUITE 2500
1001 FAIRBURN STREET
HOUSTON, TX 77002

Invoice # EQ212962

Invoice Date	11/30/2010
Terms	NET 45
Payment Due	12/30/2010
Date of Loss	
Name of Insured	
Adjuster	
Claim Number	

Assignment	Case	Assignment #	Shipped	Shipped Via
11/04/2010	EAST MONTROSE MANAGEMENT DISTRICT	163797	11/29/2010	UPS
Description	Amount			
Services Provided on 11/04/2010, HEARING (HOUSTON, TX)				
ORIGINAL & ONE COPY OF PROCEEDINGS/WORD INDEX (47 Pages)	\$ 297.51			
EXHIBITS	\$ 27.04			
ARBITRATION APPEARANCE	\$ 103.00			
LITIGATION SUPPORT DISK	\$ 36.06			
CONDENSED TRANSCRIPT	\$ 15.00			
TRANSCRIPT ARCHIVAL	\$ 48.00			
	\$ 925.60			
DELIVERY - OTHER	\$ 14.19			
	\$ 14.19			
Tax:	\$ 0.00			
Fed:	\$ 0.00			
Amount Due On/Before 01/14/2011	\$ 537.79			

POSTED

Tax Number: 25-3779864

Please detach and return this bottom portion with your payment
or pay online at www.esquireconnect.net



Invoice # EQ212962
Payment Due 12/30/2010
Amount Due On/Before 01/14/2011 \$ 537.79



CLARK LORD, ESQ.
VINSON & ELKINS, LLP - HOUSTON
SUITE 2500
1001 FAIRBURN STREET
HOUSTON, TX 77002

Remit to:
Esquire Deposition Solutions
PO Box 934157
Atlanta GA 31193-4157
www.esquiredepositions.com

Thank you for your business!

044 0000212962 11302010 9 000053779 9 12302010 01142011 9 000059157 66

INTEL

Security & Communication
P.O. Box 750924 Houston, TX 77275-0924
877.411.6625 • 877.411.MOBL • Fax 713.944.6627

INVOICE

INVOICE #396
DATE: JANUARY 21, 2011

TO: HCID #6
David Hawes
P.O. Box 22167
Houston, TX 77227-2167

SHIP TO:
Intel Security & Communications
P. O. Box 750924
Houston, Texas 77275-0924

Service Location: Walgreens
Service Dates: 3/01/2011 - 03/31/2011

COMMENTS OR SPECIAL INSTRUCTIONS:
Enroll in *E-Bill* by submitting your request to IntelMSU@yahoo.com.

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	Standard MSU (500 GB)	\$425.00	\$425.00
1	Remote Viewing Integration	\$150.00	\$150.00
		SUBTOTAL	\$575.00
		SALES TAX	TAX EXEMPT
		TOTAL DUE	\$575.00

CK #2475

POSTED

Please remit payment by **Mar. 15, 2011.**

Make all checks payable to **Intel Security & Communication.**
If you have any questions concerning this invoice, contact our billing department at 877-411-6625.

Thank you for your business!

INTEL

Security & Communications
P.O. Box 750924 Houston, TX 77275-0924
877.411.6625 • 877.411.MOBL • Fax 832.243.1287

INVOICE

INVOICE #376
DATE: FEB. 21, 2011

TO: HCID #6
David Hawes
P.O. Box 22167
Houston, TX 77227-2167

SHIP TO:
Intel Security & Communications
P. O. Box 750924
Houston, Texas 77275-0924

SERVICE LOCATION:
Autosone
2301 Montrose
Houston, TX

Service Dates: 3/01/2011 - 3/31/2011

COMMENTS OR SPECIAL INSTRUCTIONS:
Enroll in *E-Bill* by submitting your request to IntelMSU@yahoo.com.

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	Standard MSU (500 GB)	\$425.00	\$425.00
		SUBTOTAL	\$425.00
		SALES TAX	Tax Exempt
		TOTAL DUE	\$425.00

POSTED

Please remit payment by **Mar. 15, 2011.**

Make all checks payable to **Intel Security & Communication.**
If you have any questions concerning this invoice, contact our billing department at 877-411-6625.

Thank you for your business!

INTEL

Security & Communication
P.O. Box 750924 Houston, TX 77275-0924
877.411.6625 • 877.411.MOBL • Fax 713.944.6627

INVOICE

INVOICE #407
DATE: MARCH 17, 2011

TO: HCID #6
David Hawes
P.O. Box 22167
Houston, TX 77227-2167

SHIP TO:
Intel Security & Communication
P. O. Box 750924
Houston, Texas 77275-0924

SERVICE LOCATION:
Autosone
2301 Montrose
Houston, TX

Service Dates: 4/01/2011 - 4/30/2011

COMMENTS OR SPECIAL INSTRUCTIONS:
Enroll in *E-Bill* by submitting your request to IntelMSU@yahoo.com.

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	Standard MSU (500 GB)	\$425.00	\$425.00
1	Remote Viewing Integration	\$150.00	\$150.00
		SUBTOTAL	\$575.00
		SALES TAX	Tax Exempt
		TOTAL DUE	\$575.00

POSTED

Please remit payment by **April 15, 2011.**

Make all checks payable to **Intel Security & Communication.**
If you have any questions concerning this invoice, contact our billing department at 877-411-6625.

Thank you for your business!

INTEL

Security & Communication
P.O. Box 750924 Houston, TX 77275-0924
877.411.6625 • 877.411.MOBL • Fax 713.944.6627

INVOICE

INVOICE #423
DATE: MARCH 17, 2011

TO: HCID #6
David Hawes
P.O. Box 22167
Houston, TX 77227-2167

SHIP TO:
Intel Security & Communication
P.O. Box 750924
Houston, Texas 77275-0924

Service Location: Walgreens
Service Dates: 4/01/2011 - 04/30/2011

COMMENTS OR SPECIAL INSTRUCTIONS:
Enroll in **E-@ll** by submitting your request to IntelMSU@yahoo.com.

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	Standard MSU (500 GB)	\$425.00	\$425.00
1	Remote Viewing Integration	\$150.00	\$150.00
		SUBTOTAL	\$575.00
		SALES TAX	TAX EXEMPT
		TOTAL DUE	\$575.00

Please remit payment by **April 15, 2011**.

POSTED

Make all checks payable to **Intel Security & Communication**.
If you have any questions concerning this invoice, contact our billing department at 877-411-6625.

Thank you for your business!

McCALL GIBSON SWEDLUND BARFOOT PLLC

Certified Public Accountants

13100 Westpark Center Drive
Suite 235
Houston, Texas 77065-6610
(713) 462-0041
Fax (713) 462-2708
E-Mail: mgpb@mgpbllc.com

7801 N. Capital of Texas Hwy.
Suite 150
Austin, Texas 78731-1149
(512) 439-3359
Fax: (512) 349-0604
www.mgpbllc.com

March 14, 2011

Harris County Improvement District No. 6
c/o Municipal Accounts & Consulting, LP
1300 Post Oak Boulevard, Suite 1600
Houston, TX 77056

Client Number - 400-06

Audit of Harris County Improvement District No. 6 as of and for
the year ended December 31, 2010.

Interim Billing **\$ 4,500.00**

CK#2476

POSTED

Member of
American Institute of Certified Public Accountants
Texas Society of Certified Public Accountants



MUNICIPAL ACCOUNTS
& CONSULTING, LP

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

Invoice

Date	Invoice #
3/31/2011	20967

Description	Amount
General Preparation	450.00
Meeting with David Hawes	130.00
Organized 941 & 1096 Forms and Folders	60.00
Setup of Montrose Management District	45.00
Setup of Montrose Management District	510.00
Process Security Checks	30.00
Additional Time for Board Meeting	105.00
Process Wire	25.00
Research of Overpayment Refund	15.00
Prepare Refund Check for Resident	15.00
Delivery	22.80
Delivery	21.00
Delivery	6.00
Copies	102.95
Postage	8.05
Mileage	7.14
Mileage 3/7/11	7.14
Total Reimbursable Expenses	175.08
Total	\$1,560.08
Balance	\$1,560.08

CK#2477

POSTED

8834 N. CAPITAL OF TEXAS HIGHWAY, SUITE 150 • AUSTIN, TEXAS 78759 • 512.782.2400 • fax 512.795.9968

1300 Post Oak Blvd. • Suite 1600 • Houston, Texas 77056 • Phone: 713.623.4539 • Fax: 713.629.6859

4301 River Pointe • Suite 240 • Corpus, Texas 77404 • Phone: 409.756.1844 • Fax: 409.756.1844

**Shooter and Lindsey, Inc.**

Invoice No.

8293

P.O. Box 516
Katy, TX 77492
281-392-3607 fax 281-392-5245

INVOICE

Customer Name: Harris County Improvement District #6 Address: PO Box 22167 City: Houston State TX ZIP 77227-2167 Re: Montrose Boulevard Esplanades		Date: 2/28/2011 Job No.: 1681-010 Rep:	
Qty	Description	Unit Price	TOTAL
1	Landscape Maintenance for the Esplanades on Montrose Blvd. for the month of February 2011 per contract agreement. Thank you.	\$1,053.00	\$1,053.00
Payment Details <input type="radio"/> Cash <input checked="" type="radio"/> Check <input type="radio"/> Credit Card		SubTotal: \$1,053.00 Shipping & Handling: \$0.00 Taxes: \$0.00 TOTAL: \$1,053.00	Office Use Only

CK#2478

We thank you for your business!

POSTED

March 16, 2011

Harris County Improvement District No. 6
Ms Susan Hill
Hewes Hill Calderon LLP
10100 Fondren Road #300
Houston, TX 77066

Client/Matter Number
Invoice Number
Billing Attorney
HAR288 67000
2536750
Clark S. Lord

Re: Special Counsel

Fees for services posted through March 16, 2011:

Re: HCD No. 11	Date	Marlyn A. Roberts	Hours
10/27/06	Prepare Sworn Statements, Official Bond, and Oath of Office for newly appointed Board members, print multiple originals of each, and flag for signatures, print multiple originals of resolutions for approval at Board meeting and flag for signatures, print distribution copies of resolutions, conference with Amanda Edwards to review agenda items and documents for Board approval		3.00
10/28/06	Conference with Amanda Edwards to discuss organizational meeting matters, prepare initial draft of District Registration Form, review and reply to e-mail from Susan Hill regarding documents for Board approval, posting meeting conference with Amanda Edwards, begin follow-up on matters, including revisions to Resolution Establishing Regular Meeting Place, e-mail to Susan Hill for board members addresses, prepare letter to Texas Ethics Commission transmitting Official Bond and Oath of Office for newly appointed directors		1.50
10/28/06	Prepare drafts of Order Adopting Year 3 Assessment, Order Approving Supplemental Assessment Roll, and Amended Information Form and conference with Tom McCasland regarding same, review agenda for November 4 meeting, prepare e-mails to Susan Hill and Myrinda Faircloth transmitting attendance list, prepare e-mail to Myrinda Faircloth regarding status of preparation of transcript for October 28 public hearing		2.25
10/29/06	Conference with Clark Lord and Amanda Edwards regarding October 28 meeting		2.00
10/30/06	Prepare Notice of Meeting Places for publication in Houston Chronicle and transmit to Clark Lord and Amanda Edwards for review, telephone conference with Amanda Edwards of Houston Chronicle regarding deadline for submission of Notice of Meeting Places, prepare letter to TCEQ transmitting Resolution Establishing Regular Meeting Places		2.00
11/02/06	Review sworn statements, official bonds, and oaths of office of newly appointed directors for signatures and notarizations and prepare letter to Secretary of State's Office transmitting official bonds and oaths of office		0.75
11/04/06	Assemble multiple tenders for public hearing, review Affidavit of Mailing and transmit to Pat Hall for signature, final preparation for hearing and conference with Tom McCasland, including organization of exhibits		1.25
11/05/06	Obtain contact information for Margaret Wallace and prepare draft letter		1.50

Please reference client/matter and invoice numbers when making payment.
PLEASE REMIT TO: PO BOX 260113, HOUSTON, TX 77261-0113 I.R.S. NO. 74-118015

Vinson & Elkins LLP Attorneys at Law
400 Drake Austin, Beijing, Dallas, Hong Kong, Houston,
London, Moscow, New York, Palo Alto, Shanghai, Tokyo, Washington

First City Tower, 1001 Fannin Street, Suite 2500
Houston, TX 77002-6760
Tel: +1 713 758 2222 Fax: +1 713 758 2346 www.velson.com

CK# 2479

Re: Special Counsel

06/24/10	Further revisions to draft Notice of Hearing and print copy for Clark Lord.	0.50
06/31/10	Review e-mails from Clark Lord and Josh Hewes regarding Harris Co. ID No. 11 hearing date and review publication and mailing requirements for notice of hearing.	0.50
06/01/10	Conference with Amanda Edwards regarding timeline for publication and mailing of Notice of Assessment Hearing and prepare e-mail to Josh Hewes regarding same, prepare draft of script for supplemental assessment hearing.	1.75
06/02/10	Make revisions to Resolution Authorizing Assessment Hearing, print multiple originals, and flag for signatures and prepare e-mail to Josh Hewes transmitting copy of same.	0.50
06/03/10	Conference with Clark Lord regarding language relating to setting date for Assessment Hearing, revise Resolution Calling Hearing to reflect same, print replacement pages and insert in originals of Resolution.	0.50
06/06/10	Review e-mail from Josh Hewes providing hearing examiners' names for East and West Montrose Management District upcoming hearing, conduct search of electronic files for annotated version of hearing script, conference with Clark Lord regarding same, and prepare initial draft of hearing script for East Montrose Management District; prepare initial draft of hearing script for West Montrose Management District.	3.25
06/09/10	Review Clark Lord's calendar and coordinate hearing date with Josh Hewes and Myrinda Robinson via multiple e-mails and telephone conference; telephone conference with Josh Hewes regarding publication of Notice of Hearing and information for inclusion in the Notice, transmit draft Notice to Josh Hewes, make final edits to initial draft of Hearing Script, redline against script used for East Montrose Management District initial hearing, and conference with Amanda Edwards regarding same; prepare e-mail to Ana Meares of Houston Chronicle advising of Notice of Hearing for publication on September 18.	2.75
06/10/10	Review e-mail from Josh Hewes regarding October 21 hearing location and information needed for Notice of Hearing; review Notice of Hearing and conference with Clark Lord regarding same; prepare e-mail to Ana Meares at Houston Chronicle transmitting Notice of Hearing for September 19 publication; prepare draft Notice of Hearing for mailing to commercial property owners.	3.00
06/13/10	Review e-mail from Ana Meares of Houston Chronicle confirming receipt of Notice of Hearing.	0.25
06/15/10	Telephone call from Pat Hall regarding mailing Notice of Hearing via regular U.S. mail, review HCD 722 to determine requirements for mailing Notice of Hearing, and conference with Clark Lord regarding same; transmit Notice of Hearing for mailing to Pat Hall.	0.75

Please reference client/matter and invoice numbers when making payment.
PLEASE REMIT TO: PO BOX 260113, HOUSTON, TX 77261-0113 I.R.S. NO. 74-118015

Vinson & Elkins LLP Attorneys at Law
400 Drake Austin, Beijing, Dallas, Hong Kong, Houston,
London, Moscow, New York, Palo Alto, Shanghai, Tokyo, Washington

First City Tower, 1001 Fannin Street, Suite 2500
Houston, TX 77002-6760
Tel: +1 713 758 2222 Fax: +1 713 758 2346 www.velson.com

Re: Special Counsel

	transmitting Resolution Requesting Consent to Creation, prepare check request for payment of Harris County Clerk's recording fee of Amended Information Form, prepare letters to TCEQ and Harris County Clerk's Office transmitting Amended Information Form for recording	
11/05/09	Conduct research of District zip codes for publication of Notice of Regular Meeting Places in This Week, prepare e-mail to Ana Meares providing zip code information, review ad proof, and authorize publication of Notice via e-mail to Ana Meares of Houston Chronicle	0.75
11/13/09	Prepare e-mail to Susan Hill requesting contact information for Board members for use in preparation of District Registration Form	0.25
11/17/09	Begin preparation of District Registration Form and prepare e-mail to Susan Hill to request names of officers	0.50
11/18/09	Receive Houston Chronicle invoice for publication of Notice of District 11 Meeting Locations and prepare e-mail to Clark Lord regarding same	0.25
11/19/09	Finalize District 11 Registration Form and prepare letter to TCEQ transmitting same	0.75
11/24/09	Prepare letter to Houston Chronicle transmitting check in payment of publication of Notice of Regular Meeting Places and coordinate mailing of same	0.50
06/19/10	Conference with Clark Lord and Amanda Edwards regarding West Montrose Management District agenda item for Resolution relating to Petitions and Hearing for Assessments and Service Plan, revisions to August 25 agenda to include same and transmit to Clark Lord, and conduct research of electronic files for Resolution, print copy of creation legislation, prepare draft Notice of Hearing on Assessment Plan, Assessment Roll, and Levy of Assessments on Property, conference with Amanda Edwards to determine hearing date and date for publication of notice of hearing and other items required in connection with hearing	2.25
06/20/10	Prepare letter to Margaret Wallace of City of Houston transmitting Resolution Requesting Consent to Creation and draft Ordinance Consenting to Creation, conference with Amanda Edwards and Clark Lord regarding same, and make multiple revisions to same, further work on Notice of Hearing and prepare e-mail to Ana Meares of Houston Chronicle regarding publication cost for same, multiple revisions to Ordinance of City of Houston Consenting to Creation of Harris Co. Improvement District No. 11, work on exhibits for Ordinance	2.25
06/23/10	Further revisions to City Ordinance and letter to Margaret Wallace of City of Houston, prepare and assemble exhibits and attach to Ordinance and conference with Clark Lord regarding final version of Ordinance and letter, photocopy packet of materials and coordinate courier delivery, prepare e-mail to Susan Hill requesting list of Board members	2.25

Please reference client/matter and invoice numbers when making payment.
PLEASE REMIT TO: PO BOX 260113, HOUSTON, TX 77261-0113 I.R.S. NO. 74-118015

Vinson & Elkins LLP Attorneys at Law
400 Drake Austin, Beijing, Dallas, Hong Kong, Houston,
London, Moscow, New York, Palo Alto, Shanghai, Tokyo, Washington

First City Tower, 1001 Fannin Street, Suite 2500
Houston, TX 77002-6760
Tel: +1 713 758 2222 Fax: +1 713 758 2346 www.velson.com

Re: Special Counsel

06/16/10	Review e-mail from Pat Hall regarding formatting for Notice of Hearing for mailing to commercial property owners and reply to same.	0.25
06/22/10	E-mail to Myrinda Faircloth to request court reporting services for October 21 hearing; finalize drafts of Hearing Notice for newspaper and Script for November 4 hearing.	2.75
06/27/10	E-mails to Pat Hall and Josh Hewes to request information for inclusion in West Montrose Hearing script; further editing and revisions to Hearing Script; prepare redline of Version 2 against Version 1 of the script and conference with Amanda Edwards; review Houston Chronicle invoice and affidavit of publication of Notice and follow-up email to Ana Meares to confirm invoice amount.	2.50
06/28/10	Review e-mails from Josh Hewes providing information requested for hearing script related to meeting to approve hearing examiner's report and approve annual budget.	0.25
06/29/10	Further review and editing of October 21, 2010 assessment hearing script and conference with Amanda Edwards regarding revisions; order tabs and binders for hearing and prepare cover page.	2.75
10/05/10	Telephone conference with Ana Meares regarding adjustment on invoice for publication of Notice of Hearing.	0.25
10/05/10	Review Houston Chronicle invoice relating to publication of Notice of Hearing, telephone conference with Ana Meares to discuss charges, scan invoice, and transmit to Josh Hewes via e-mail for payment; prepare cover page and exhibit pages for Hearing binders and print multiple copies of each; review e-mail from Pat Hall with information for script related to mailing of Notices of Hearing.	1.25
10/20/10	Final preparation for public hearing including, e-mails to Josh Hewes and Pat Hall requesting information for inclusion in hearing script; prepare Affidavit of Mailing Notice of Hearing and transmit to Pat Hall for signature and return; make final revisions to hearing script and assemble original exhibits for notebooks; telephone conference with David Hewes and Josh Hewes regarding informational materials available at hearing; prepare attendance sheets and witness sign-in sheets; prepare cover sheet for notebooks; coordinate photocopying of hearing script with Hespingshok; scan hearing script and transmit via e-mail to Pat Hall and Myrinda Faircloth; conference with Clark Lord regarding hearing.	5.75
10/21/10	Conduct review of hearing notebooks for accuracy; travel to and attend public hearing and return to office; scan attendance sheets and transmit to Myrinda Faircloth via e-mail; review e-mail from Myrinda Faircloth regarding termination of court reporting services and forward same to Clark Lord.	5.50
10/22/10	Review and reply to e-mail from Myrinda Faircloth regarding West Montrose public hearing and transcript of same.	0.25

Please reference client/matter and invoice numbers when making payment.
PLEASE REMIT TO: PO BOX 260113, HOUSTON, TX 77261-0113 I.R.S. NO. 74-118015

Vinson & Elkins LLP Attorneys at Law
400 Drake Austin, Beijing, Dallas, Hong Kong, Houston,
London, Moscow, New York, Palo Alto, Shanghai, Tokyo, Washington

First City Tower, 1001 Fannin Street, Suite 2500
Houston, TX 77002-6760
Tel: +1 713 758 2222 Fax: +1 713 758 2346 www.velson.com

Client/Matter Number
Invoice Number
Billing Attorney

HAR288 67000
25366730
Clark S. Lord

Re: Special Counsel

10/27/10	Prepare initial draft of Hearing Examiner's Report for West Montrose Management District, including review of statutes referenced in Report, attendees providing testimony at public hearing, and other documentation for use in preparation of Report; review e-mail from Mylinda Faircloth requesting assistance with names of persons attending October 21 hearing and follow-up telephone call regarding same.	2.75
11/01/10	Review and reply to e-mails from Mylinda Faircloth requesting assistance with interpretation of names on sign-in sheet for October 21 hearing; review e-mail from Mylinda Faircloth and attached transcript of October 21 hearing and print same.	0.75
11/06/10	Review phone message from Hewes Hill Calderon regarding payment of invoice for publication of Notice of Hearing and reply to same.	0.25
11/17/10	Final review and editing of Hearing Examiner's Report for October 21 hearing.	1.50
11/18/10	Final revisions to draft Hearing Examiner's Report and forward to Amanda Edwards for review and prepare e-mail to Clark Lord advising of status of preparation of report; prepare draft Order Supplementing Assessment Roll and Order Setting Year Four Assessment.	2.25
11/22/10	Continue work on preparation of Hearing Examiner's Report and conferences with Clark Lord and Amanda Edwards regarding same, continue preparation of Order Granting Petition; Approving Service Plan, Approving Assessment Roll, Setting Assessment Rate, Resolution Establishing Additional Meeting Place; review and reply to multiple e-mails from Susan Hill and Josh Hawes; review Petitions for sanctuary and attach Service Plan and Petition and coordinate delivery of same to Susan Hill; review transcript of October 21 public hearing; handle other matters relating to public hearing follow-up and action items for December 2 meeting.	3.50
11/24/10	Make final revisions to multiple documents for December 2 meeting, print copies of same, conferences with Clark Lord and Amanda Edwards regarding same, and transmit to Susan Hill via e-mail.	2.00
12/01/10	Review e-mail from Susan Hill requesting transcript of October 21 public hearing and reply to same.	0.25
12/22/10	Make final revisions to Hearing Examiner's Report, Order Granting Petition, and Resolution Establishing Additional Meeting Place of Board of Directors, and other documents for approval at District meeting.	1.25
01/04/11	Review multiple e-mails from David Hawes and Josh Hawes relating to January 10 meeting agenda and conference with Clark Lord regarding same; prepare final version of Resolution Establishing Additional Meeting Place of Board of Directors and transmit to Susan Hill for Board approval; telephone conference with Susan Hill regarding documents for approval.	0.50

Please reference client/matter and invoice numbers when making payment.
PLEASE REMIT TO: PO BOX 280113, HOUSTON, TX 77218-0113 L.R.S. NO. 74-118805

Vinson & Elkins LLP Attorneys at Law
Also Offices: Austin Beijing Dallas Hong Kong Houston
London Moscow New York Palo Alto Shanghai Tokyo Washington

Post City Tower, 1001 Fannin Street, Suite 3500
Houston, TX 77003-4790
Tel +1 713 758.2222 Fax +1 713 758.2346 www.velson.com

Client/Matter Number
Invoice Number
Billing Attorney

HAR288 67000
25366730
Clark S. Lord

Re: Special Counsel

01/10/11	at January 10, 2011 meeting, review Hearing Examiner's Report and Order Granting Petition and Setting Assessment Rate.	4.25
01/10/11	Review multiple e-mails relating to Hearing Examiner's Report and Order Granting Petition and Setting Assessment Rate, make revisions to same, print multiple originals, and tag for signatures; office conference with Clark Lord and Amanda Edwards regarding documents for approval at Board meeting; print multiple copies of attachments to Order Granting Petition and Setting Assessment Rate and assemble original set of Order and attachments; travel to and attend District meeting.	2.00
01/13/11	Scan invoices from Elita Court Reporting and Houston Chronicle for October 21 public hearing, transmit to Josh Hawes and Susan Hill via e-mail for payment and review e-mail responses to same and conference with Clark Lord; review e-mail from Marichle Robinson regarding execution of January 10 meeting documents; photocopy Petitions and other attachments for Hearing Examiner's Report and Order Granting Petition.	0.50
01/06/11	Prepare letter to TCEQ transmitting Resolution Establishing an Additional Meeting Place of the Board of Directors, copy, and prepare for mailing.	1.00
01/27/11	Review e-mails from Clark Lord and Josh Hawes regarding rescheduled meeting date of February 10; review revised timeline relating to consolidation and conference with Amanda Edwards regarding same; further revisions to Resolution Proposing Consolidation; telephone conference with Houston Business Journal Representative regarding publication of notice of public hearing regarding consolidation and cost of publication and conference with Amanda Edwards regarding same.	

Date	Patty L. Bailey	Hours
01/13/11	Assist Marilyn Roberts with order and exhibits to same.	0.50
Date	Clark S. Lord	Hours
10/27/09	Review and revise documents for organizational meeting.	2.00
10/29/09	Handle follow-up and document filings from organizational meeting; discuss with Amanda Edwards and Susan Hill.	1.00
06/20/10	Review City assessment hearing and city consent resolutions.	0.75
09/03/10	Prepare for and attend board meeting.	0.75
10/20/10	Review and revise hearing script; attend meeting with Marichle Robinson to review hearing script.	2.00
10/21/10	Attend public hearing.	4.00
Date	Amanda K. Edwards	Hours

Please reference client/matter and invoice numbers when making payment.
PLEASE REMIT TO: PO BOX 280113, HOUSTON, TX 77218-0113 L.R.S. NO. 74-118805

Vinson & Elkins LLP Attorneys at Law
Also Offices: Austin Beijing Dallas Dallas Hong Kong Houston
London Moscow New York Palo Alto Shanghai Tokyo Washington

Post City Tower, 1001 Fannin Street, Suite 3500
Houston, TX 77003-4790
Tel +1 713 758.2222 Fax +1 713 758.2346 www.velson.com

Client/Matter Number
Invoice Number
Billing Attorney

HAR288 67000
25366730
Clark S. Lord

Re: Special Counsel

10/27/09	Discuss organizational meeting with Clark Lord; review bills, open meeting and records acts, prepare for meeting.	3.25
10/28/09	Conduct organizational meeting; discuss meeting details with Clark Lord and Marilyn Roberts.	4.00
10/29/09	Discuss follow up from meeting with Clark Lord.	1.25
10/30/09	Review notice and related law; prepare city resolution for district approval.	2.00
11/04/09	Prepare City Resolution for consent to the creation of HCID 11.	3.00
11/05/09	Prepare resolution for City to consent to the creation of the district.	1.50
11/09/09	Call Clark to discuss resolution for the City to consent to HCID 11 creation.	0.25
11/11/09	Revise cover letter to the City regarding resolution; discuss resolution with Clark Lord; revise resolution; send resolution to Clark Lord for review.	1.50
11/12/09	Speak with City of Houston personnel regarding agenda for next Council meeting.	0.25
11/17/09	Speak with Marilyn Roberts regarding District Registration Form.	0.25
08/19/10	Prepare West Montrose resolution; discuss with Marilyn Roberts and Clark Lord.	2.75
08/23/10	Prepare resolution; revise city resolution.	4.00
08/26/10	Discuss status of West Montrose Management District with Marilyn Roberts.	0.50
08/31/10	Review Marilyn's email regarding West Montrose hearing; answer her inquiry.	0.25
09/10/10	Discuss West Montrose script with Marilyn Roberts.	0.25
09/13/10	Review Assessment Hearing materials; discuss with Clark and Marilyn.	0.50
09/27/10	Review West Montrose Script prepared by Marilyn Roberts.	0.25
Date	Alicia G. Davis	Hours
10/23/09	Receive and review e-mail from Clark Lord regarding the October meeting and preparation of resolutions for same; reply to same.	0.25
10/27/09	Conferences with Clark Lord and Marilyn Roberts regarding documents needed for the 10/28/09 meeting; prepare a draft Resolution Adopting an Official Seal; prepare a draft Resolution Adopting a Regular Meeting Place and a Regular Posting Place; prepare a draft Resolution	1.50

Please reference client/matter and invoice numbers when making payment.
PLEASE REMIT TO: PO BOX 280113, HOUSTON, TX 77218-0113 L.R.S. NO. 74-118805

Vinson & Elkins LLP Attorneys at Law
Also Offices: Austin Beijing Dallas Dallas Hong Kong Houston
London Moscow New York Palo Alto Shanghai Tokyo Washington

Post City Tower, 1001 Fannin Street, Suite 3500
Houston, TX 77003-4790
Tel +1 713 758.2222 Fax +1 713 758.2346 www.velson.com

Client/Matter Number
Invoice Number
Billing Attorney

HAR288 67000
25366730
Clark S. Lord

Re: Special Counsel

Requesting Consent from the City of Houston for the Creation of the District; research on-line for the creation legislation to confirm the effective date of same; give the resolutions to Clark Lord for review; make corrections; e-mail final resolutions to Clark Lord.

Total		\$36,625.00
Total fees and hours	121.50	\$36,625.00
Total Invoice		\$36,625.00

Please reference client/matter and invoice numbers when making payment.
PLEASE REMIT TO: PO BOX 280113, HOUSTON, TX 77218-0113 L.R.S. NO. 74-118805

Vinson & Elkins LLP Attorneys at Law
Also Offices: Austin Beijing Dallas Dallas Hong Kong Houston
London Moscow New York Palo Alto Shanghai Tokyo Washington

Post City Tower, 1001 Fannin Street, Suite 3500
Houston, TX 77003-4790
Tel +1 713 758.2222 Fax +1 713 758.2346 www.velson.com

V&E Invoice

Harris County Improvement District No. 8 March 16, 2011 Page 8

Client/Matter Number HAP288 67000
 Invoice Number 25365750
 Billing Attorney Clark S. Lord

Re: Special Counsel

Summary of Services

Name	Hours	Amount
Alfred D. Davis	1.75	\$67.50
Patty L. Easley	0.50	\$6.00
Amanda K. Edwards	25.75	\$9,187.50
Clark S. Lord	10.50	\$4,500.00
Marilyn A. Roberts	83.00	\$21,460.00
Total	121.50	\$35,625.00

Please reference client/matter and invoice numbers when making payment.
 PLEASE REMIT TO: PO BOX 250113, HOUSTON, TX 77245-0113 I.R.S. NO. 74-1182016

Vinson & Elkins LLP Attorneys at Law
 Also Office Austin Beijing Dallas Dubai Hong Kong Houston
 London Moscow New York Palo Alto Shanghai Tokyo Washington
 Post City Tower, 1001 Fannin Street, Suite 2500
 Houston, TX 77002-6790
 Tel +1.713.758.2222 Fax +1.713.758.2546 www.velson.com

Vinson&Elkins

Clark Stockton Lord clord@velaw.com
 Tel 713 758 2260 Fax 713 816 5014

March 16, 2011

Ms. Susan Hill
 Hawes Hill Calderon LLP
 10103 Fondren Road #300
 Houston, TX 77096

Re: Special Counsel & 2007 Legislative Session

Dear Ms. Hill:

Enclosed please find our firm invoices dated March 16, 2011 for services rendered in connection with the above-mentioned matter. Please remit payment at your earliest convenience.

Very truly yours,



Clark Stockton Lord

Enclosure

Vinson & Elkins LLP Attorneys at Law
 Austin Beijing Dallas Dubai Hong Kong Houston
 London Moscow New York Palo Alto Shanghai Tokyo Washington

Post City Tower, 1001 Fannin Street, Suite 2500
 Houston, TX 77002-6790
 Tel 713 758 2222 Fax 713 758 2546 www.velson.com

Vinson&Elkins

Invoice

March 16, 2011

Harris County Improvement District No. 8
 Ms. Susan Hill
 Hawes Hill Calderon LLP
 10103 Fondren Road #300
 Houston, TX 77096

Client/Matter Number HAP288 67000
 Invoice Number 25365750
 Billing Attorney Clark S. Lord

Re: Special Counsel

REMITTANCE COPY

Fees for services posted through March 16, 2011 \$35,625.00
Total Invoice \$35,625.00

	Wiring Instructions	ACH Payment Instructions
Bank	JPMorgan Chase Bank, N.A. 601 Travis Street, 18th Floor, TXG-C096 Houston, Texas 77002 United States of America	JPMorgan Chase Bank, N.A. 601 Travis Street, 18th Floor, TXG-C096 Houston, Texas 77002 United States of America
ABA Number	021000021	113000609
SWIFT Code	CHASUS33	CHASUS33
Account Name	Vinson & Elkins LLP Domestic Account Post City Tower 1001 Fannin Street, Suite 2500 Houston, Texas 77002-6790 United States of America	Vinson & Elkins LLP Domestic Account Post City Tower 1001 Fannin Street, Suite 2500 Houston, Texas 77002-6790 United States of America
Account Number	001-01887987	001-01887987
Reference	Invoice No. 25365750 Billing Attorney: Clark S. Lord	Invoice No. 25365750 Billing Attorney: Clark S. Lord
Please send confirmation of payment including invoice number to: PAYMENTS@VELAW.COM		

Please return this page with your payment

Total amount (payable in U.S. dollars) due by April 15, 2011

Please reference client/matter and invoice numbers when making payment.
 PLEASE REMIT TO: PO BOX 250113, HOUSTON, TX 77245-0113 I.R.S. NO. 74-1182016

Vinson & Elkins LLP Attorneys at Law
 Also Office Austin Beijing Dallas Dubai Hong Kong Houston
 London Moscow New York Palo Alto Shanghai Tokyo Washington
 Post City Tower, 1001 Fannin Street, Suite 2500
 Houston, TX 77002-6790
 Tel +1.713.758.2222 Fax +1.713.758.2546 www.velson.com

Vinson&Elkins

Invoice

March 14, 2011

Harris County Improvement District No. 8
 Ms. Susan Hill
 Hawes Hill Calderon LLP
 10103 Fondren Road #300
 Houston, TX 77096

Client/Matter Number HAP288 67000
 Invoice Number 25365004
 Billing Attorney Clark S. Lord

Re: Special Counsel

Fees for services posted through February 25, 2011:

Date	General	Hours
02/01/11	Revised Notice of Public Hearing and transmit to David Hawes and Josh Hawes for review and confirmation of time and location of hearing; continue work on preparation of resolutions for February 15 meeting.	1.25
02/02/11	Prepare publication version of Resolution Establishing Additional Meeting Place of the Board of Directors and prepare e-mail to Houston Chronicle transmitting same; review e-mail from Ana Meares and attached proof of resolution for publication and reply to same.	1.25
02/07/11	Preparation of documents for consolidation hearing.	2.00
02/08/11	Conference with Amanda Edwards regarding February 15 meeting agenda, make revisions to same, and discuss with Clark Lord; conduct search of District's files for Investment Policy and copy same per request from Amanda Edwards; telephone conference with Susan Hill regarding 2010 annual review of Investment Policy; make further revisions to draft agenda for February 15 meeting; make revisions to Resolution Proposing Consolidation of Districts, prepare redline, and conference with Amanda Edwards; prepare draft Order Approving Consolidation and Consolidation Agreement, conference with Amanda Edwards regarding same, and make revisions as necessary; further work in preparation of February 15, 2011 hearings.	4.50
02/09/11	Continue work on in preparation for February 15 public hearing on consolidation of districts, including multiple revisions to resolutions, orders, script, investment policy, agreement for consolidation, and other related documents; review and reply to multiple emails relating to consolidation hearing and office conferences with Clark Lord and Amanda Edwards.	3.00
02/10/11	Continue preparation for February 15, 2011 meeting and public hearing, including multiple revisions to consolidation documents, office conferences with Clark Lord and Amanda Edwards, telephone conference with David Hawes regarding joint meeting agenda; e-mail to Josh Hawes and telephone conferences with Roy Hill regarding posting of meeting notices and telephone conferences with Mark Morrow at Freed-Montrose Branch Public Library requesting assistance in posting meeting notices. Finalize public hearing notice and agenda and coordinate messenger delivery of same to Harris County Clerk's Office and Mark Morrow.	3.50
02/11/11	Continue preparation for February 15 meeting and hearing including final	2.25

POSTED

Please reference client/matter and invoice numbers when making payment.
 PLEASE REMIT TO: PO BOX 250113, HOUSTON, TX 77245-0113

I.R.S. NO. 74-1182016

Vinson & Elkins LLP Attorneys at Law
 Austin Beijing Dallas Dubai Hong Kong Houston
 London Moscow New York Palo Alto Shanghai Tokyo Washington

Post City Tower, 1001 Fannin Street, Suite 2500
 Houston, TX 77002-6790
 Tel +1.713.758.2222 Fax +1.713.758.2546 www.velson.com

Client/Matter Number
Invoice Number
Billing Attorney
HAR288 67000
25365094
Clark S. Lord

Re: Special Counsel

	revisions to consolidation documents and transmittal of same to Susan Hill for Board packets.	
02/14/11	Further work in preparation of public hearing on consolidation.	3.00
02/15/11	Final preparation for public hearing on consolidation including photocopying multiple documents, assembly of notebooks for hearing, and conference with Patty Easley regarding same.	1.50
02/21/11	Telephone conference with David Hawes regarding payment of outstanding invoices for publication of notices and court reporting services.	0.25
02/24/11	Begin review of multiple originals of documents from February 15 public hearing and conduct follow-up including affording District seals on resolutions and order, completing signature blocks, copying and affording multiple attachments for resolutions, order, and consolidation agreement; organize hearings file; telephone conference with Edie Boggs regarding transcript.	1.75
02/28/11	Telephone conference with Jennifer Hahn of Esquire Solutions regarding outstanding invoices for court reporting services at public hearing.	0.25
02/28/11	Prepare draft Resolution Proposing Decrease in Number of Voting Directors from 17 to 15 Members.	1.25

Date	Patty L. Easley	Hours
02/10/11	Proof revisions to resolutions with Marilyn Roberts.	0.50
02/14/11	Conference call regarding upcoming public hearings and procedures to same; conference with Amanda Edwards regarding same; conference with Marilyn Roberts regarding items needed for public hearing; create sign-in sheets to same; conference with Marilyn Roberts regarding exhibits to public hearing notebooks; create exhibit pages to same; flag signature pages to resolutions and order being considered for adoption; assist Marilyn Roberts in assembling public hearing packets for East and West Montrose Management District.	3.00
02/15/11	Finalize public hearing and meeting packets; attend board meeting and public hearing; obtain signatures from board members on documents authorized at meeting regarding the consolidation of the East and West Montrose Management District.	3.50
Date	Clark S. Lord	Hours
02/09/11	Review consolidation orders and agreements and meeting agendas; calls with David Hawes.	2.75
02/10/11	Handle consolidation meeting issues.	1.00

Please reference client/matter and invoice numbers when making payment.
PLEASE REMIT TO: PO BOX 200113, HOUSTON, TX 77248-0113 I.R.S. NO. 74-1183015

Vinson & Elkins LLP Attorneys at Law
400 South Austin Building Dallas Texas 75202-4790
London Moscow New York Paris Atlanta Shanghai Tokyo Washington
First City Tower, 1201 Fannin Street, Suite 2500
Houston, TX 77002-4790
Tel +1.713.758.2232 Fax +1.713.758.2348 www.velson.com

Client/Matter Number
Invoice Number
Billing Attorney
HAR288 67000
25365094
Clark S. Lord

Re: Special Counsel

02/11/11	Review and revise consolidation orders and agreements.	2.50
02/12/11	Revise consolidation hearing script.	0.50
02/14/11	Teleconference regarding consolidation public hearings; revise scripts and orders.	2.50
02/15/11	Prepare for and attend joint meeting and public hearings on consolidation.	4.00
02/28/11	Review and revise board agenda.	0.25
Date	Amanda K. Edwards	Hours
02/01/11	Correspond with Clark and Marilyn Roberts regarding consolidation.	0.25
02/02/11	Correspond with Clark Lord regarding Consolidation timeline.	0.25
02/07/11	Prepare consolidation agreement.	2.50
02/08/11	Prepare consolidation resolutions, order and agreement; discuss with Clark Lord and Marilyn Roberts.	3.00
02/09/11	Revise Agenda; revise consolidation resolutions, prepare consolidation script.	7.50
02/10/11	Discuss consolidation documents with Marilyn Roberts and Clark Lord; review edits to documents for consolidation.	2.25
02/11/11	Discuss with Clark Lord outstanding items; create list of consolidation items that require follow up.	0.50
02/11/11	Review consolidation document changes; discuss outstanding items with Marilyn Roberts.	1.25
02/14/11	Participate in consolidation meeting; revise script for hearing.	3.00
02/15/11	Conduct East Montrose public hearing; attend board meetings; prepare materials for meeting.	3.50
02/17/11	Answer Marilyn Roberts' question about board composition.	0.25
02/18/11	Discuss consolidation with Clark Lord.	0.25
02/23/11	Review contract with Curb branding.	0.50
02/24/11	Review Curb Branding contract; discuss contract with Clark Lord and Marilyn Roberts; review Montrose Management District roster; Discuss consolidation questions with Marilyn Roberts.	2.00
Total		\$25,367.50

Please reference client/matter and invoice numbers when making payment.
PLEASE REMIT TO: PO BOX 200113, HOUSTON, TX 77248-0113 I.R.S. NO. 74-1183015

Vinson & Elkins LLP Attorneys at Law
400 South Austin Building Dallas Texas 75202-4790
London Moscow New York Paris Atlanta Shanghai Tokyo Washington
First City Tower, 1201 Fannin Street, Suite 2500
Houston, TX 77002-4790
Tel +1.713.758.2232 Fax +1.713.758.2348 www.velson.com

Client/Matter Number
Invoice Number
Billing Attorney
HAR288 67000
25365094
Clark S. Lord

Re: Special Counsel

Total fees and hours	73.25	\$25,367.50
Less 36% fee discount		-10,000.00
Total fees, this invoice		\$15,367.50

Disbursements and other charges posted through February 28, 2011:

Photocopy		
02/01/11	MAR 1 page @ 0.15 per page	0.15
02/01/11	MAR 5 pages @ 0.15 per page	0.75
02/02/11	MAR 6 pages @ 0.15 per page	0.90
02/02/11	MAR 1 page @ 0.15 per page	0.15
02/02/11	MAR 1 page @ 0.15 per page	0.15
02/02/11	MAR 5 pages @ 0.15 per page	0.75
02/02/11	MAR 1 page @ 0.15 per page	0.15
02/02/11	MAR 4 pages @ 0.15 per page	0.60
02/02/11	MAR 1 page @ 0.15 per page	0.15
02/02/11	MAR 9 pages @ 0.15 per page	1.35
02/10/11	CSL 3 pages @ 0.15 per page	0.45
02/10/11	CSL 12 pages @ 0.15 per page	1.80
02/10/11	MAR 7 pages @ 0.15 per page	1.05
02/10/11	MAR 1 page @ 0.15 per page	0.15
02/10/11	MAR 1 page @ 0.15 per page	0.15
02/10/11	MAR 2 pages @ 0.15 per page	0.30
02/10/11	MAR 8 pages @ 0.15 per page	1.20
02/14/11	MAR 7 pages @ 0.15 per page	1.05
02/14/11	PLEA 14 pages @ 0.15 per page	2.10
02/14/11	MAR 7 pages @ 0.15 per page	1.05
02/14/11	PLEA 1 page @ 0.15 per page	0.15
02/14/11	PLEA 1 page @ 0.15 per page	0.15
02/14/11	MAR 72 pages @ 0.15 per page	10.80
02/14/11	MAR 1 page @ 0.15 per page	0.15
02/14/11	MAR 112 pages @ 0.15 per page	16.80
02/14/11	MAR 27 pages @ 0.15 per page	4.05
02/14/11	MAR 21 pages @ 0.15 per page	3.15
02/14/11	MAR 24 pages @ 0.15 per page	3.60
02/14/11	MAR 27 pages @ 0.15 per page	4.05
02/14/11	MAR 21 pages @ 0.15 per page	3.15
02/14/11	MAR 24 pages @ 0.15 per page	3.60
02/14/11	MAR 42 pages @ 0.15 per page	6.30
02/14/11	PLEA 12 pages @ 0.15 per page	1.80
02/14/11	MAR 5 pages @ 0.15 per page	0.75
02/14/11	MAR 5 pages @ 0.15 per page	0.75
02/14/11	PLEA 15 pages @ 0.15 per page	2.25
02/14/11	MAR 4 pages @ 0.15 per page	0.60
02/14/11	MAR 5 pages @ 0.15 per page	0.75

Please reference client/matter and invoice numbers when making payment.
PLEASE REMIT TO: PO BOX 200113, HOUSTON, TX 77248-0113 I.R.S. NO. 74-1183015

Vinson & Elkins LLP Attorneys at Law
400 South Austin Building Dallas Texas 75202-4790
London Moscow New York Paris Atlanta Shanghai Tokyo Washington
First City Tower, 1201 Fannin Street, Suite 2500
Houston, TX 77002-4790
Tel +1.713.758.2232 Fax +1.713.758.2348 www.velson.com

Client/Matter Number
Invoice Number
Billing Attorney
HAR288 67000
25365094
Clark S. Lord

Re: Special Counsel

02/14/11	PLEA 1199 pages @ 0.15 per page	179.85
02/14/11	MAR 96 pages @ 0.15 per page	14.40
02/14/11	MAR 16 pages @ 0.15 per page	2.40
02/15/11	PLEA 1 page @ 0.15 per page	0.15
02/15/11	AKED 46 pages @ 0.15 per page	6.75
02/15/11	PLEA 18 pages @ 0.15 per page	2.70
02/15/11	MAR 1 page @ 0.15 per page	0.15
02/15/11	MAR 2 pages @ 0.15 per page	0.30
02/15/11	MAR 60 pages @ 0.15 per page	9.00
02/15/11	MAR 46 pages @ 0.15 per page	6.75
02/15/11	MAR 10 pages @ 0.15 per page	1.50
02/15/11	MAR 2 pages @ 0.15 per page	0.30
02/24/11	MAR 4 pages @ 0.15 per page	0.60
02/24/11	MAR 42 pages @ 0.15 per page	6.30
02/24/11	MAR 54 pages @ 0.15 per page	8.10
02/24/11	MAR 2 pages @ 0.15 per page	0.30
02/24/11	AKED 2 pages @ 0.15 per page	0.30
02/24/11	MAR 3 pages @ 0.15 per page	0.45
02/24/11	AKED 3 pages @ 0.15 per page	0.45
Photocopy		\$318.60
Courier Services		
02/02/11	MAR 02/02/2011 EDS Delivery to HARRIS COUNTY CLERK	6.15
02/03/11	MAR 02/03/2011 EDS Delivery to STAN STANART	9.23
02/10/11	MAR 02/10/2011 EDS Delivery to FREED-MONTROSE BRANCH PUBLIC L	12.81
02/10/11	MAR 02/10/2011 EDS Delivery to TRADITIONS BANK	12.81
02/10/11	MAR 02/10/2011 EDS Delivery to HARRIS COUNTY COURTHOUSE	9.23
Courier Services		\$60.23
Long Distance Telefax		
02/02/11	MAR	1.26
Long Distance Telefax		\$1.26
Filing Fees		
02/01/11	MAR County Clerk of Harris County; INVOICE# 277833; DATE: 2/1/2011 - Recording Fee - Emsd Amended Information form (2010 Assessment)	28.00
02/10/11	MAR County Clerk of Harris County; INVOICE# 280584; DATE: 2/10/2011 - Posting notice fee	9.00
02/10/11	MAR County Clerk of Harris County; INVOICE# 280685; DATE: 2/10/2011 - Posting notice fee	9.00
02/10/11	MAR County Clerk of Harris County; INVOICE# 280686; DATE: 2/10/2011 - Posting notice fee	9.00
Filing Fees		\$55.00
Postage		
02/02/11	MAR Postage, 2 pieces.	2.27
Postage		\$2.27

Please reference client/matter and invoice numbers when making payment.
PLEASE REMIT TO: PO BOX 200113, HOUSTON, TX 77248-0113 I.R.S. NO. 74-1183015

Vinson & Elkins LLP Attorneys at Law
400 South Austin Building Dallas Texas 75202-4790
London Moscow New York Paris Atlanta Shanghai Tokyo Washington
First City Tower, 1201 Fannin Street, Suite 2500
Houston, TX 77002-4790
Tel +1.713.758.2232 Fax +1.713.758.2348 www.velson.com

Client/Matter Number HAR288 67000
 Invoice Number 25365094
 Billing Attorney Clark S. Lord

Re: Special Counsel

Total	\$427.35
Total disbursements and other charges	\$427.35
Total Invoice	\$16,794.85

Please reference client/matter and invoice numbers when making payment.
 PLEASE REMIT TO: PO BOX 200113, HOUSTON, TX 77261-0113 U.R.S. NO. 74-1183015

Vinson & Elkins LLP Attorneys at Law
 Also Drafts Austin Beijing Dallas Dubai Hong Kong Houston
 London Moscow New York Palo Alto Shanghai Tokyo Washington

First City Tower, 1001 Fannin Street, Suite 2500
 Houston, TX 77002-4790
 Tel +1.713.755.2232 Fax +1.713.755.2348 www.velaw.com

March 14, 2011

Harris County Improvement District No. 6
 Ms. Susan Hill
 Hewes Hill Calderon LLP
 10103 Fondren Road #300
 Houston, TX 77096

Client/Matter Number HAR288 67000
 Invoice Number 25365094
 Billing Attorney Clark S. Lord

Re: Special Counsel

REMITTANCE COPY

Fees for services posted through February 28, 2011	\$26,367.50
Less 38% Fee Discount	-10,000.00
Disbursements and other charges posted through February 28, 2011	427.35
Total Invoice	\$16,794.85

	Wiring Instructions	ACH Payment Instructions
Bank	JPMorgan Chase Bank, N.A. 601 Travis Street, 18th Floor, TX2-C096 Houston, Texas 77002 United States of America	JPMorgan Chase Bank, N.A. 601 Travis Street, 18th Floor, TX2-C096 Houston, Texas 77002 United States of America
ABA Number	021000021	113000609
SWIFT Code	CHASUS33	CHASUS33
Account Name	Vinson & Elkins L.L.P. Domestic Account First City Tower 1001 Fannin Street, Suite 2500 Houston, Texas 77002-4790 United States of America	Vinson & Elkins L.L.P. Domestic Account First City Tower 1001 Fannin Street, Suite 2500 Houston, Texas 77002-4790 United States of America
Account Number	001-01667967	001-01667967
Reference	Invoice No. 25365094 Billing Attorney: Clark S. Lord	Invoice No. 25365094 Billing Attorney: Clark S. Lord

Please send confirmation of payment including invoice number to: PAYMENTS@VELAW.COM

Please return this page with your payment

Total amount (payable in U.S. dollars) due by April 13, 2011

Please reference client/matter and invoice numbers when making payment.
 PLEASE REMIT TO: PO BOX 200113, HOUSTON, TX 77261-0113 U.R.S. NO. 74-1183015

Vinson & Elkins LLP Attorneys at Law
 Also Drafts Austin Beijing Dallas Dubai Hong Kong Houston
 London Moscow New York Palo Alto Shanghai Tokyo Washington

First City Tower, 1001 Fannin Street, Suite 2500
 Houston, TX 77002-4790
 Tel +1.713.755.2232 Fax +1.713.755.2348 www.velaw.com

Client/Matter Number HAR288 67000
 Invoice Number 25365094
 Billing Attorney Clark S. Lord

Re: Special Counsel

Summary of Services

Name	Hours	Amount
Patty L. Easley	7.00	1,190.00
Amanda K. Edwards	27.00	11,475.00
Clark S. Lord	13.50	6,750.00
Marilyn A. Roberts	25.75	6,962.50
Total	73.25	\$26,367.50

Please reference client/matter and invoice numbers when making payment.
 PLEASE REMIT TO: PO BOX 200113, HOUSTON, TX 77261-0113 U.R.S. NO. 74-1183015

Vinson & Elkins LLP Attorneys at Law
 Also Drafts Austin Beijing Dallas Dubai Hong Kong Houston
 London Moscow New York Palo Alto Shanghai Tokyo Washington

First City Tower, 1001 Fannin Street, Suite 2500
 Houston, TX 77002-4790
 Tel +1.713.755.2232 Fax +1.713.755.2348 www.velaw.com

March 16, 2011

Harris County Improvement District No. 6
 Ms. Susan Hill
 Hewes Hill Calderon LLP
 10103 Fondren Road #300
 Houston, TX 77096

Client/Matter Number HAR288 71000
 Invoice Number 25060729
 Billing Attorney Clark S. Lord

Re: 2007 Legislative Session

Fees for services posted through February 16, 2011:

Date	Baron F. Wallace	Hours
05/16/07	Provide legislative strategy and services; meet with various legislative personnel; review legal issues.	2.00
Date	Marilyn A. Roberts	Hours
01/30/08	Prepare draft letters to Governor Perry, TCEQ, Harris County Clerk, and City Secretary transmitting Notice of Hearing, Certificate of Receipt, and proposed legislation and make final revisions to same; telephone conference with Ana Meares of Houston Chronicle regarding publication deadline and review follow-up e-mail regarding same; prepare Certificate of Receipt for Governor, TCEQ, City Secretary, and Harris County Clerk, edit, and revise; coordinate certified mailing of package to Governor, TCEQ, City Secretary, and Harris County Clerk.	3.25
02/02/08	Review e-mails from Ana Meares of Houston Chronicle regarding publication of Notice and attached proof and reply to same.	0.50
02/11/08	Review voice mail and e-mail from Clark Lord and conference with Amanda Edwards regarding revisions to Certificate of City Secretary for Receipt of Proposed Legislation, make revisions, and prepare letter to Wanda Blum transmitting revised Certificate.	0.75
Date	Clark S. Lord	Hours
02/01/07	Correspond with Flandell Ellis and Wendy Montoya about notice for filing annexation bill.	0.50
02/09/07	Prepare posting for filing bill to annex new territory.	0.75
02/13/07	Correspond with Wendy Montoya about notice issues for filing expansion bill.	0.75
02/13/07	Discuss district boundary issues with Barron Wallace and Lisa Hellman.	0.75
02/15/07	Phone calls and meeting with David Hewes to discuss meeting agenda and district expansion.	1.25
02/16/07	Prepare legislation for district expansion, review boundaries and legal notice requirements.	2.50
02/25/07	Phone call with Rep. Garnet Coleman to discuss district legislation.	0.50
03/13/07	Work on district legislation and revised boundaries; discuss with Blum.	2.00

Please reference client/matter and invoice numbers when making payment.
 PLEASE REMIT TO: PO BOX 200113, HOUSTON, TX 77261-0113 U.R.S. NO. 74-1183015

Vinson & Elkins LLP Attorneys at Law
 Also Drafts Austin Beijing Dallas Dubai Hong Kong Houston
 London Moscow New York Palo Alto Shanghai Tokyo Washington

First City Tower, 1001 Fannin Street, Suite 2500
 Houston, TX 77002-4790
 Tel +1.713.755.2232 Fax +1.713.755.2348 www.velaw.com

POSTED

CK# 2480

MONTROSE MANAGEMENT DISTRICT
CITY OF HOUSTON
HARRIS COUNTY, TEXAS

AGENDA MEMORANDUM

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

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

HARRIS COUNTY IMPROVEMENT DISTRICT NO. 6
ASSESSMENT COLLECTION REPORT
March 2011
BILLING AND COLLECTION SUMMARY
FISCAL YEAR
01/01/11 - 12/31/11

YEAR	RATE	TOTAL LEVY	COLLECTIONS	RECEIVABLE	% COLLECTED
2010	0.12500	\$414,151.36	\$371,154.41	\$42,996.95	90%
2009	0.12500	\$426,114.40	\$418,242.39	\$7,872.01	98%
2008	0.12500	\$401,824.82	\$396,743.79	\$5,081.03	99%
2007	0.12500	\$313,472.22	\$310,191.42	\$3,280.80	99%

Current Month Activity

Revenue:	Current Month	Year to Date
2010 Assessment Collected	15,946.52	296,137.03
2009 Assessment Collected	2,796.11	-8,619.32
2008 Assessment Collected	2,465.15	-10,601.52
2007 Assessment Collected	1,532.50	-11,316.34
Penalty & Interest	1,862.64	2,083.66
Overpayments	208.63	70,728.80
Collection Fees	743.47	1,956.64
Court Fees		0.00
Total Revenue	25,555.02	340,368.95

Overpayments Presented for Refund	740.98	67,040.58
Overpayments Applied to Assessment	0.00	0.00

ASSESSED VALUE FOR 2010:	331,342,954	Uncertified:	0
ASSESSED VALUE FOR 2009:	340,913,122	Uncertified:	14,601
ASSESSED VALUE FOR 2008:	321,459,600	Uncertified:	0
ASSESSED VALUE FOR 2007:	325,027,432	Uncertified:	0

Assessment Collection Account: Prosperity Bank, Account No. 5234371

ASSESSMENT PLAN PROJECTIONS

YEAR	MAX RATE	PROJECTED LEVY	COLLECTIONS @ 95%	CUMULATIVE COLLECTIONS	10 YEAR AVERAGE @ 10%
2007	0.12500	337,500	320,625	310,191.42	
2008	0.12500	337,500	320,625	396,743.79	
2009	0.12500	337,500	320,625	418,242.39	
2010	0.12500	337,500	320,625	371,154.41	
2011	0.12500	337,500	320,625		
2012	0.12500	337,500	320,625		
2013	0.12500	337,500	320,625		
2014	0.12500	337,500	320,625		
2015	0.12500	337,500	320,625		
2016	0.12500	337,500	320,625		
		3,375,000	3,206,250		337,500

The Projected Levy is based on the rate remaining at 0.12500

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

**HARRIS COUNTY IMPROVEMENT DISTRICT NO. 6
ASSESSMENT COLLECTION REPORT
March 2011**

TOP TEN ASSESSMENT PAYERS

PROPERTY OWNER	PROPERTY TYPE	ASSESSED VALUE	ASSESSMENT AMOUNT
West Dallas LTD	Apartment Gardens	52,760,717	65,950.90
UST Realty Company	Office Buildings & Shop. Ctr	11,075,872	13,844.84
Armstrong Charles	Commercial Building	7,142,550	8,913.27
Riverside CPI LLC & Realty CEN	Apartment	7,031,179	8,788.97
4119 Montrose Limited	Office	6,827,718	8,534.65
Walgreens 03157	Retail/Drugstore	6,660,456	8,325.57
Post Richmond LP	Commercial Vacant	4,157,595	5,196.99
3815 Montrose Blvd LP	Office Buildings	3,748,194	4,685.24
Richmond Montrose CVS LP	Drugstore	3,639,030	4,548.79
4119 Montrose LTD	Office Buildings	3,625,962	4,532.45

NOTE: Updated December 2010

TEN LARGEST DELINQUENT ACCOUNTS

PROPERTY OWNER	ACCOUNT NUMBER	YEAR	AMOUNT
3815 Montrose Blvd LP	92 122 228 001 0001	2010	3,222.18
Molzan Inc	92 026 152 000 0031	2007 - 2010	2,751.75
Molzan Inc	92 026 152 000 0004	2007 - 2010	2,455.01
Francisco Valle	92 014 150 000 0015	2007 - 2010	2,068.49
Bruce Molzan	92 026 152 000 0006	2007 - 2010	1,998.42
Betty Frizell	92 014 150 000 0017	2007 - 2010	1,551.03
Eisemann J E III	92 052 155 001 0001	2010	1,394.50
Enterprise Bank	92 008 259 000 0003	2010	1,356.18
Cal State Investment	92 037 031 000 0016	2010	1,318.15
Total Health Care SVC LLC	92 026 152 000 0019	2010	1,276.51

HCID 6 TEN LARGEST DELINQUENT ACCOUNTS FOR TAX YEARS 2009 AND PRIOR

PROPERTY OWNER	ACCOUNT NUMBER	ASSESSMENT YEAR	ASSESSED AMOUNT
NRH Family Trust – suit filed, the account has been paid in full .	92 004 140 000 0008	2007 - 2009	4,177.16
Molzan Inc – suit filed. 2010's included in suit.	92 026 152 000 0031	2007 - 2009	1,978.69
Molzan Inc – suit filed. 2010's included in suit.	92 026 152 000 0004	2007 - 2009	1,800.00
Francisco Valle – suit filed, judgment was submitted on 3/23/11.	92 014 150 000 0015	2007 - 2009	1,514.03
Bruce Molzan – suit filed. 2010's included in suit.	92 026 152 000 0006	2007 - 2009	1,473.54
Omri Shafran & Victoria Cohen – suit filed. 2010's included in the suit.	92 056 053 000 0019	2007 - 2008	1,204.68
Betty Jo Frizell – Betty is deceased. Suit filed. 2010's included in the suit.	92 014 150 000 0017	2007 - 2009	1,140.88
Rossini International Inc – Paid in full .	92 026 157 000 0017	2008 & 2009	1,045.70
KP Hawthorne Ltd. - no response to demand letters or phone calls. The 2010's have been paid in full. We have submitted a statement to the lienholder, Wells Fargo.	92 037 031 000 0001	2009	1,000.76
205 Avondale LLC - no response to demand letters or phone calls. There does not appear to be a mortgage on this property. We are continuing collection efforts.	92 004 136 000 0015	2009	871.39

Harris County Improvement District No. 6 Lawsuit and Arbitration Status Detail as of 2/25/2011

Jur 930

P.005

Tax Year	CAD No.	Owner Name	Original Value	Assessment Collected	Cause Number	Date Settled	Total Settled Value	Reduction in Assessment	% Reduction in Assessment	Designation Form Sent	Refund Notice Sent to Bkpr
Tax Year 2007											
Tax Year 2007	037-040-000-0001	Houston Skyline One LLC	875,000	\$987.50	2007-59940	5/15/2009	750,000	\$167.19	16.93%	x	7/1/2009
Tax Year 2007	037-031-000-0016	Cal State Investment Limited Partnership et al	1,120,670	\$1,400.84	2007-53296	7/10/2009	1,120,670	\$0.00	0.00%	NA	NA
Tax Year 2007	048-072-000-0007	Five Palms Developers LLC	495,865	\$619.83	2007-62005	7/10/2009	495,865	\$0.00	0.00%	NA	NA
Tax Year 2007	008-260-000-0013	Harris Dwyne & Paula D	586,439	\$733.05	2007-61531	8/7/2009	575,000	\$16.16	2.20%	9/11/2009	10/1/2009
Tax Year 2007	014-012-000-0004	Vega Adin G & Gladys H	741,900	\$926.63	2007-62040	8/7/2009	700,000	\$51.63	5.57%	9/11/2009	10/1/2009
Tax Year 2007	026-156-000-0016	Hugerty Thomas & Veronica / Hugerty Advertising Group	403,500	\$504.38	2007-62331	9/25/2009	395,235	\$7.36	1.46%	10/13/2009	11/2/2009
Tax Year 2007	026-154-000-0006	Bri Hawthorne Square Ltd	3,000,000	\$3,750.00	2007-51266	1/28/2010	2,825,000	\$218.75	5.63%	2/19/2010	3/8/2010
Tax Year 2007	014-154-000-0005	Snyder Saul c/o Bret Littell	832,236	\$1,040.30	2008-36848	1/28/2010	800,000	\$40.30	3.87%	2/19/2010	3/8/2010
Tax Year 2007	117-939-001-0001	Walgreens 03157	4,427,000	\$5,533.75	2008-58668	5/14/2010	3,900,000	\$658.75	11.90%	06/11/2010	7/19/2010
Tax Year 2007	023-067-000-0008	Nguyen Annie T	353,753	\$442.19	2007-65296	1/21/2011	353,753	\$0.00	0.00%	NA	NA
Tax Year 2007	026-164-000-0027	UST Realty Company c/o Univ of St Thomas	2,201,662	\$2,752.08	2007-51269						
Tax Year 2007	Total	Unsettled Accounts, original value	2,201,662								
Tax Year 2007	Total	Unsettled Accounts, number of accounts	1								

Tax Year 2008

Tax Year 2008	013-224-000-0004	Plattus Joannis & Patricia	1,300,000	\$1,531.25	2008-46556	5/15/2009	1,225,000	\$100.31	6.55%	x	7/1/2009
Tax Year 2008	037-040-000-0001	Skyline Montrose Houston LLC	890,000	\$937.50	2008-69939	5/15/2009	790,000	\$125.00	13.31%	x	7/1/2009
Tax Year 2008	037-031-000-0016	Cal State Investment Limited Partnership et al	1,195,000	\$1,493.75	2008-55266	7/10/2009	1,140,000	\$63.75	4.60%	DEQ	NA
Tax Year 2008	120-768-001-0001	4119 Montrose Limited	4,476,000	\$5,595.00	2008-60799	8/21/2009	4,476,000	\$0.00	0.00%	NA	NA
Tax Year 2008	127-752-001-0001	4119 Montrose Limited	9,696,083	\$12,120.10	2008-55241	1/28/2010	9,000,000	\$870.10	7.18%	2/19/2010	3/8/2010
Tax Year 2008	026-154-000-0006	Bri Hawthorne Square Ltd	3,372,323	\$4,215.40	2008-55303	1/28/2010	3,200,000	\$234.79	5.57%	2/19/2010	3/8/2010
Tax Year 2008	014-148-000-0012	Macey Louis Trustee	799,000	\$998.75	2008-57570	1/28/2010	750,000	\$61.25	6.13%	2/19/2010	3/8/2010
Tax Year 2008	030-246-000-0023	MTV4301 LLC	890,000	\$1,112.50	2008-57624	1/28/2010	830,000	\$75.00	6.74%	2/19/2010	3/8/2010
Tax Year 2008	004-139-000-0017	Toomey Chasman Family Ltd	341,740	\$427.18	2008-60713	1/28/2010	338,500	\$4.05	0.93%	2/19/2010	3/8/2010
Tax Year 2008	121-369-001-0001	515 Westheimer LP	3,100,000	\$3,875.00	2008-62716	1/28/2010	2,800,000	\$558.00	14.40%	2/19/2010	3/8/2010
Tax Year 2008	026-163-000-0021	UST Realty Company c/o Univ St Thomas	4,030,436	\$5,038.05	2008-55359	2/26/2010	3,700,000	\$413.05	8.20%	3/16/2010	4/12/2010
Tax Year 2008	026-152-000-0019	Total Health Care Svc LLC	1,105,990	\$1,382.49	2008-57668	2/26/2010	1,000,000	\$149.71	10.83%	3/16/2010	4/12/2010
Tax Year 2008	014-064-000-0007	Haim Lam Inc	1,976,684	\$2,470.86	2008-57732	3/26/2010	1,889,000	\$109.61	4.44%	4/23/2010	5/13/2010
Tax Year 2008	026-163-000-0001	UST Realty Company c/o Univ St Thomas	6,184,744	\$10,230.93	2008-55360	4/23/2010	6,860,000	\$556.22	5.44%	5/12/2010	5/17/2010
Tax Year 2008	026-164-000-0027	UST Realty Company c/o Univ St Thomas	2,343,326	\$2,929.16	2008-55360	4/23/2010	2,247,000	\$120.41	4.44%	5/12/2010	5/17/2010
Tax Year 2008	030-246-000-0003	Borell Leo J & H Judy	1,267,078	\$1,583.85	2008-57747	5/14/2010	1,267,078	\$0.00	0.00%	NA	NA
Tax Year 2008	037-035-000-0018	Boya Wetmoreland Ltd	3,000,000	\$3,750.00	2008-57166	8/6/2010	2,800,000	\$250.00	6.67%	8/24/2010	9/13/2010
Tax Year 2008	026-137-000-0024	411 Lovett LLC	1,371,800	\$1,714.75	2008-62102	8/20/2010	1,371,800	\$0.00	0.00%	NA	NA
Tax Year 2008	121-274-001-0001	Whitney Place Ltd	1,414,796	\$1,768.50	2008-62102	8/20/2010	1,414,796	\$0.00	0.00%	NA	NA
Tax Year 2008	023-064-000-0003	Littell Brett	590,000	\$675.00	2008-62102	8/20/2010	530,000	\$12.50	1.85%	1/4/2011	2/9/2011
Tax Year 2008	122-924-001-0001	B&P Residential LLC	1,236,418	\$1,545.52	2008-60730	12/10/2010	910,000	\$408.02	26.40%	1/4/2011	2/9/2011
Tax Year 2008	037-037-000-0003	Farb Aubrey & Trustee	1,463,000	\$1,828.75	2008-57717	1/21/2011	1,463,000	\$0.00	0.00%	NA	NA
Tax Year 2008	117-939-001-0001	Walgreens 03157	5,591,700	\$6,989.63	2008-53973						
Tax Year 2008	030-245-000-0003	3309 Yookum LP	702,086	\$877.61	2008-57798						
Tax Year 2008	014-154-000-0005	Snyder Saul c/o Bret Littell	931,000	\$1,163.75	2008-64759						
Tax Year 2008	Total	Unsettled Accounts, original value	7,224,786								
Tax Year 2008	Total	Unsettled Accounts, number of accounts	1								

Tax Year 2009

F:\Users\Cindi\My Documents\Lawsuit Status\HCID 6_930_LTS-Feb25 2011
Revised 04 March 2011

prepared by: Equi-Tax Inc.
281.444.4866

APR-05-2011 09:11

2814408304

95%

**Harris County Improvement District No. 6
Lawsuit and Arbitration Status Detail as of 2/25/2011**

066 m

P.006

Tax Year	CAD No.	Owner Name	Original Value	Assessment Collected	Cause Number	Date Settled	Total Settled Value	Reduction In Assessment	% Reduction In Assessment	Designation Form Sent	Refund Notice Sent to Bkpr
Tax Year 2009	057-036-000-0019	NRH Family Trust	200,000	\$0.00	101-09-000061	12/10/2009	200,000	\$0.00	0.00%	NA	NA
Tax Year 2009	057-036-000-0020	NRH Family Trust	200,000	\$225.00	101-09-000060	1/28/2010	180,000	\$25.00	11.11%	DELQ	NA
Tax Year 2009	037-068-000-0005	Thompson Lisa	396,623	\$447.42	2009-49097	1/28/2010	357,933			DELQ	NA
Tax Year 2009	023-064-000-0009	Andover Properties Ltd	830,000	\$1,037.50	2009-57241	2/26/2010	738,000	\$115.00	11.08%	PAID	NA
Tax Year 2009	020-246-000-0008	Andover Properties Ltd	689,814	\$862.27	2009-57241	2/26/2010	555,663	\$167.69	19.45%	PAID	NA
Tax Year 2009	026-152-000-0019	Total Health Care Svc LLC	1,235,310	\$1,544.14	2009-70758	2/26/2010	1,100,000	\$320.69	20.77%	DELQ	NA
Tax Year 2009	037-037-000-0004	Siddiqui Sabirna	1,039,508	\$1,299.38	2009-63350	3/26/2010	832,632	\$238.59	19.90%	PAID	NA
Tax Year 2009	026-163-000-0001	UST Realty Company c/o Univ of St Thomas	6,944,978	\$8,681.22	2009-57057	5/14/2010	6,500,000	\$0.00	0.00%	NA	NA
Tax Year 2009	026-163-000-0021	UST Realty Company c/o Univ of St Thomas	3,691,605	\$4,614.51	2009-57057	5/14/2010	3,691,605	\$0.00	0.00%	NA	NA
Tax Year 2009	026-164-000-0027	UST Realty Company c/o Univ of St Thomas	2,247,000	\$2,808.75	2009-57057	5/14/2010	2,247,000	\$0.00	0.00%	NA	NA
Tax Year 2009	037-035-000-0018	Boga Weinsteindand Ltd / Scott William G	2,800,000	\$3,500.00	2008-57166	8/6/2010	2,664,000	\$0.00	0.00%	NA	NA
Tax Year 2009	126-926-001-0001	West Dallas Ltd c/o Koomze/McCombs LLC	56,275,543	\$70,344.43	2009-56299	9/17/2010	49,000,000	\$9,094.43	12.93%	10/8/2010	9/13/2010
Tax Year 2009	008-262-000-0001	Osama Abdullatif	780,000	\$975.00	2009-63558	9/17/2010	700,000	\$100.00	10.26%	10/8/2010	11/11/2010
Tax Year 2009	127-732-001-0001	4119 Montrose Ltd	7,650,000	\$9,562.50	2009-57048	10/22/2010	7,100,000	\$687.50	7.19%	11/17/2010	11/11/2010
Tax Year 2009	122-924-001-0001	B&P Residential LLC	1,100,000	\$1,375.00	2009-66406	11/19/2010	900,000	\$250.00	18.18%	12/5/2010	1/4/2011
Tax Year 2009	021-076-000-0007	Heim Lum Inc	2,061,183	\$2,576.48	2009-63649	12/10/2010	1,975,000	\$107.73	4.18%	11/4/2011	2/9/2011
Tax Year 2009	021-076-000-0001	Memorial Trade Apartments Inc	1,398,328	\$1,747.91	2009-67128	2/25/2011	1,300,000	\$127.91	7.03%	3/23/2011	4/11/2011
Tax Year 2009	008-266-000-0004	Wheeler James M	769,152	\$961.44	2009-67221	2/25/2011	722,655	\$51.87	5.40%	3/23/2011	4/4/2011
Tax Year 2009	120-768-001-0001	4119 Montrose Limited	3,902,000	\$4,871.50	2010-00805	2/25/2011	3,875,000	\$33.75	0.69%	3/23/2011	4/4/2011
Tax Year 2009	117-439-001-0021	Weslgreens 03157	6,366,871	\$7,958.59	2008-53973						
Tax Year 2009	018-045-000-0004	Garza Otilia F	268,800	\$336.03	2009-59875						
Tax Year 2009	018-045-000-0005	Garza Otilia F	192,000	\$240.00	2009-59875						
Tax Year 2009	018-045-000-0006	Garza Otilia F	395,133	\$493.92	2009-59875						
Tax Year 2009	026-154-000-0006	BRI Hawthorne Square Ltd	2,890,000	\$3,612.50	2009-64034						
Tax Year 2009	014-010-000-0001	MAV Investments Inc	761,081	\$951.35	2009-67150						
Tax Year 2009	030-245-000-0010	Littell Brett	764,600	\$955.75	2009-70727						
Tax Year 2009	Total	Unsettled Accounts, original value	11,636,485								
Tax Year 2009	Total	Unsettled Accounts, number of accounts	7								

Tax Year 2010	030-245-000-0020	1920 Manor LLC	378,669	0.00%	101-10-000274	1/21/2011	338,034			BASA
Tax Year 2010	004-139-000-0002	Klawaja Abbas & Tesken	714,568		101-10-002112					
Tax Year 2010	026-095-000-0001	Mazza Bruce S & Beverly I	791,971		101-10-000140					
Tax Year 2010	030-246-000-0038	Andover Properties Ltd	681,033		2010-48685					
Tax Year 2010	126-926-001-0004	West Dallas, Ltd c/o Koonuz/McCombs LLC	52,760,717		2010-52973					
Tax Year 2010	117-939-001-0001	Walgreens 03157	6,660,456		2010-60599					
Tax Year 2010	127-752-001-0001	4119 Montrose Ltd	6,827,718		2010-60985					
Tax Year 2010	026-163-000-0001	UST Realty Company	6,393,372		2010-61021					
Tax Year 2010	008-262-000-0001	UST Realty Company	2,857,509		2010-61030					
Tax Year 2010	018-045-000-0004	Abdullaif Osama	780,000		2010-61463					
Tax Year 2010	018-045-000-0005	Garza Otilia F	268,800		2010-64250					
Tax Year 2010	018-045-000-0006	Garza Otilia F	192,000		2010-64250					
Tax Year 2010	026-164-000-0077	UST Realty Company	380,038		2010-64250					
Tax Year 2010	030-245-000-0014	Yoshida Naomitsu & Maenu	1,825,000		2010-67730					
			1,062,962		2010-68537					

F:\Users\Cin\My Documents\Lawsuit Status\HCID 6_930_LTS Feb25 2011
Revised 04 March 2011

prepared by: Equi-Tax Inc.
281.444.4866

Harris County Improvement District No. 6 Lawsuit and Arbitration Status Detail as of 2/25/2011

Jur 930

Tax Year	CAD No.	Owner Name	Original Value	Assessment Collected	Cause Number	Date Settled	Total Settled Value	Reduction in Assessment	% Reduction in Assessment	Designation Form Sent	Refund Notice Sent to Bkpr
Tax Year 2010	030-245-000-00028	The Nations Family Limited Partnership Ltd	1,020,000		2010-68544						
Tax Year 2010	030-245-000-00101	Lirell Brett	828,106		2010-68607						
Tax Year 2010	008-266-000-00004	Whitaker James M	764,218		2010-68633						
Tax Year 2010	037-037-000-00003	Fath Aubrey & Trustee	1,445,640		2010-71841						
Tax Year 2010	030-246-000-00003	Borrell Leo J & H Judy	1,173,466		2010-71890						
Tax Year 2010	023-076-000-00001	Memorial Trails Apartments Inc	1,344,641		2010-71941						
Tax Year 2010	023-076-000-00028	Memorial Trails Apartments Inc	427,410		2010-77714						
Tax Year 2010	Total	Unsettled Accounts, original value	89,199,616								
Tax Year 2010	Total	Unsettled Accounts, number of accounts	21								

Cumulative

Cumulative	Grand Total	Unsettled Accounts, original value	110,264,549
Cumulative	Grand Total	Unsettled Accounts, number of accounts	32

Color Legend

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

Abbreviations

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

F:\Users\CindMy Documents\Lawsuit Status\HCID 6_930_LTS-Feb25 2011

Revised 04 March 2011

prepared by: Equi-Tax Inc.
281.444.4866

page 3 of 3

HARRIS COUNTY IMPROVEMENT DISTRICT NO. 11
ASSESSMENT COLLECTION REPORT
March 2011
BILLING AND COLLECTION SUMMARY
FISCAL YEAR
01/01/11 - 12/31/11

YEAR	RATE	TOTAL LEVY	COLLECTIONS	RECEIVABLE	% COLLECTED
2010	0.12500	\$883,725.76	\$539,455.44	\$344,270.32	61%

Current Month Activity

Revenue:	<u>Current Month</u>	<u>Year to Date</u>
2010 Assessment Collected	284,752.14	539,455.44
Penalty & Interest		0.00
Overpayments	9,705.21	9,830.99
Collection Fees		0.00
Court Fees		0.00
Total Revenue	294,457.35	549,286.43
Overpayments Presented for Refund	972.68	972.68
Overpayments Applied to Assessment	0.00	0.00

ASSESSED VALUE FOR 2010: **706,980,247** Uncertified: **0**

Assessment Collection Account: Prosperity Bank, Account No. 0003450163

ASSESSMENT PLAN PROJECTIONS

YEAR	MAX RATE	PROJECTED LEVY	COLLECTIONS @ 95%	CUMULATIVE COLLECTIONS	10 YEAR AVERAGE @ 10%
2010	0.12500	883,726	839,539	\$539,455.44	
2011	0.12500		0		
2012	0.12500		0		
2013	0.12500		0		
2014	0.12500		0		
2015	0.12500		0		
2016	0.12500		0		
		883,726	839,539		88,373

The Projected Levy is based on the rate remaining at 0.12500

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

HARRIS COUNTY IMPROVEMENT DISTRICT NO. 11
ASSESSMENT COLLECTION REPORT
March 2011

TOP TEN ASSESSMENT PAYERS

PROPERTY OWNER	PROPERTY TYPE	ASSESSED VALUE	ASSESSMENT AMOUNT
WEINGARTEN REALTY	SHOPPING CENTER	45,378,320	56,722.90
FINGER FSC MONTROSE LTD	APARTMENT BLDG	43,392,396	54,240.50
WESTHEIMER APARTMENTS LP	APARTMENT BLDG	31,880,938	39,851.17
4310 DUNLAVY LLC	APARTMENT BLDG	30,770,286	38,462.86
ANBIL II-R O L P	COMMERCIAL BLDG	25,461,834	31,827.29
ALABAMA & DUNLAVY LTD	COMMERCIAL PROPERTY	13,500,000	16,875.00
SHEPHERD INV LP	SHOPPING CENTER	11,975,233	14,969.04
5020 INTRESTS LTD	MEDICAL OFFICE BLDG	10,899,454	13,624.32
WEINGARATEN REALTY	SHOPPING CENTER	10,191,680	12,739.60
YPI 2323 SHEPHERD LLC	OFFICE BLDG	9,750,931	12,188.66

NOTE: Updated January 17, 2011

TEN LARGEST DELINQUENT ACCOUNTS

PROPERTY OWNER	ACCOUNT NUMBER	YEAR	AMOUNT
4310 Dunlavy LLC	94 128 648 001 0001	2010	31,290.00
Alabama & Dunlavy LTD	94 044 185 000 0002	2010	16,875.00
5020 Intrests LTD	94 036 024 000 0003	2010	13,624.32
YPI 2323 Shepherd LLC	94 052 066 061 0006	2010	12,188.66
M A D 88 Real Est LTD Prts	94 030 158 000 0001	2010	8,762.50
Wilshire Village	94 044 185 000 0001	2010	8,375.00
Shurgard Fremont Partners	94 119 751 001 0001	2010	6,440.59
The Place Apartments	94 039 220 000 0008	2010	5,637.03
Donnelley R R & Sons Co	94 044 216 000 0085	2010	5,465.92
4310 Dunlavy LLC	94 128 648 001 0002	2010	5,076.01

Harris County Improvement District No. 11 Lawsuit and Arbitration Status Detail as of 2/25/2011

Jur 939

Tax Year	CAD No.	Owner Name	Original Value	Assessment Collected	Cause Number	Date Settled	Total Settled Value	Reduction in Assessment	% Reduction in Assessment	Designation Form Sent	Refund Notice Sent to Bkpr
Tax Year 2010											
Tax Year 2010	026-058-007-0004	Demeris Properties Ltd	579,506	\$724.38	2010-67781	1/21/2011	514,240	\$81.58	11.26%	2/22/2011	4/4/2011
Tax Year 2010	026-058-007-0006	Demeris Properties Ltd	635,560	\$794.45	2010-67781	1/21/2011	600,000	N/A		DUE	
Tax Year 2010	026-058-007-0008	Demeris Properties Ltd	744,225	\$930.26	2010-67781	1/21/2011	708,850	\$44.20	4.75%	2/22/2011	4/4/2011
Tax Year 2010	036-044-000-0006	Presswood Joe T & Forest L	824,951	\$1,031.19	101-10-000052	2/25/2011	600,000	\$281.19	27.27%	3/23/2011	4/4/2011
Tax Year 2010	033-194-000-0001	4900 Travis Investments LLC	865,000	DUE	2010-48703	2/25/2011	840,000				
Tax Year 2010	057-127-000-0006	Lambert Robert W Jr	320,000		101-10-000122						
Tax Year 2010	054-058-000-0003	MB Development Co & SPP	957,007		101-10-000315						
Tax Year 2010	044-228-000-0005	Amreli c/o Ram Realty Services	3,311,715		2009-52860						
Tax Year 2010	030-158-000-0001	M A D 88 Real Estate Ltd Pts	7,010,000		2009-58058						
Tax Year 2010	044-185-000-0012	Richmont Corp	20,902,023		2009-60327						
Tax Year 2010	044-225-000-0025	Amerit	3,186,000		2009-62216						
Tax Year 2010	044-184-000-0151	Andover Richmond Apts Ltd	4,871,900		2010-48685						
Tax Year 2010	044-225-000-0001	Weingarten Realty Investors	2,746,260		2010-48873						
Tax Year 2010	044-225-000-0002	Weingarten Realty Investors	7,070,000		2010-48873						
Tax Year 2010	044-225-000-0005	Weingarten Realty Investors	1,159,954		2010-48873						
Tax Year 2010	044-225-000-0105	Weingarten Realty Investors	1,659,916		2010-48873						
Tax Year 2010	044-225-000-0110	Weingarten Realty Investors	349,159		2010-48873						
Tax Year 2010	044-225-000-0145	Weingarten Realty Investors	3,021,265		2010-48873						
Tax Year 2010	044-225-000-0168	Weingarten Realty Investors	3,046,841		2010-48873						
Tax Year 2010	044-225-000-0169	Weingarten Realty Investors	9,596,947		2010-48873						
Tax Year 2010	044-225-000-0170	Weingarten Realty Investors	9,827,824		2010-48873						
Tax Year 2010	044-225-000-0171	Weingarten Realty Investors	6,900,154		2010-48873						
Tax Year 2010	044-225-000-0173	Weingarten Realty Investors	10,191,680		2010-48873						
Tax Year 2010	039-220-000-0008	The Place Apartments c/o Ennes Management Corp	4,509,625		2010-50058						
Tax Year 2010	026-174-000-0007	KNA Partners Tower Inc	1,167,820		2010-56096						
Tax Year 2010	026-174-000-0001	KNA Partners Tower Inc	2,576,174		2010-56108						
Tax Year 2010	026-206-000-0003	Westheimer Commons	445,653		2010-57983						
Tax Year 2010	026-206-000-0004	Westheimer Commons	349,000		2010-57983						
Tax Year 2010	026-206-000-0005	Westheimer Commons	326,000		2010-57983						
Tax Year 2010	044-222-000-0110	Plaza JJP LLC	507,698		2010-60018						
Tax Year 2010	044-222-000-0156	Plaza JJP LLC	271,680		2010-60018						
Tax Year 2010	044-222-000-0157	Plaza JJP LLC	52,760		2010-60018						
Tax Year 2010	044-222-000-0170	Plaza JJP LLC	929,160		2010-60018						
Tax Year 2010	044-225-000-0030	Plaza JJP LLC	101,080		2010-60018						
Tax Year 2010	044-225-000-0140	Plaza JJP LLC	2,034,040		2010-60018						
Tax Year 2010	052-066-061-0006	YPI 3233 Shepherd LLC	550,280		2010-60018						
Tax Year 2010	128-648-001-0001	4310 Dunlavy LLC	9,750,931		2010-60379						
Tax Year 2010	054-035-000-0011	Mosley Gary B	25,032,000		2010-60813						
Tax Year 2010	052-357-000-0014	Allied American Bank / Wells Fargo Bank	300,000		2010-60898						
Tax Year 2010	117-007-001-0002	First Interstate Bank of Texas	3,029,000		2010-61432						
Tax Year 2010	051-072-000-0005	John Hunter Wright Jr GST Tr	1,049,990		2010-61432						
Tax Year 2010	051-072-000-0006	John Hunter Wright Jr GST Tr	463,690		2010-65834						
Tax Year 2010	056-125-000-0031	Platinum Global LP	411,480		2010-65834						
Tax Year 2010			875,397		2010-65834						

Harris County Improvement District No. 11 Lawsuit and Arbitration Status Detail as of 2/25/2011

Jur 939

Tax Year	CAD No.	Owner Name	Original Value	Assessment Collected	Cause Number	Date Settled	Total Settled Value	Reduction in Assessment	% Reduction in Assessment	Designation Form Sent	Refund Notice Sent to Bkpr
Tax Year 2010	038-224-000-0005	Tuna Samir N	741.855		2010-67006						
Tax Year 2010	036-040-000-0006	2007 Museum Place Ltd	754.374		2010-67728						
Tax Year 2010	054-234-000-0012	Carter Michael M	2,365.000		2010-67745						
Tax Year 2010	026-197-000-0002	Emerald Land Company LC	1,341.000		2010-68185						
Tax Year 2010	121-712-001-0001	Katz Real Estate LP	1,000.000		2010-68212						
Tax Year 2010	036-040-000-0023	Memorial Trails Apartments Inc	543.238		2010-68505						
Tax Year 2010	029-161-000-0004	1732 LP	717.000		2010-68675						
Tax Year 2010	044-222-000-0145	McBride Randy Dr	1,070.583		2010-70109						
Tax Year 2010	044-225-000-0163	Follensby Corp N V	1,185.000		2010-71873						
Tax Year 2010	044-255-000-0055	Wertheim Thomas A Trustee	925.000		2010-76837						
Tax Year 2010	044-229-000-0011	Total Apt Maintenance Inc	202.539		2010-78495						
Total		Unsettled Accounts, original value	161,707.692								
Total		Unsettled Accounts, number of accounts	50								

Cumulative	Grand Total	Unsettled Accounts, original value	161,707.692
Cumulative	Grand Total	Unsettled Accounts, number of accounts	50

Color Legend

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

Abbreviations

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

MONTROSE MANAGEMENT DISTRICT
CITY OF HOUSTON
HARRIS COUNTY, TEXAS

AGENDA MEMORANDUM

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

7. Receive and consider lease agreement for District office space.

LPM

LAMINACK,
PIRTLE &
MARTINES,
L.L.P.

RICHARD N. LAMINACK

THOMAS W. PIRTLE

BUFFY K. MARTINES

RUSS M. BRUDNER

March 4, 2011

Harris County Improvement District #6
East Montrose District
Attn: Josh Hawes
P. O. Box 22167
Houston, TX 77227-2167

Dear Mr. Hawes:

There are several potential spaces in the building that will meet your needs.

There is approximately 500 square feet of rentable space on the third floor with ample free, covered parking.

The total monthly rent would be \$1,200 per month and includes full janitorial services and all amenities.

There are additional spaces throughout the building that we can discuss if you like.

Sincerely,

LAMINACK, PIRTLE & MARTINES



Richard N. Laminack

RNL/ss

LEASE

BY AND BETWEEN

5020 INVESTMENTS, LTD.

"LANDLORD"

AND

~~HARRIS COUNTY IMPROVEMENT DISTRICT #6~~

"TENANT"

For the approximately 500 sq. ft.
(Net Rentable Area) of the Leased Premises at
5020 Montrose Boulevard, Suite 411
Houston, Texas 77008

*Sent to Susan Hill, Josh Hawes
(comment pages)*

LEASE SUMMARY

Lease Date: APRIL 5, 2011

Landlord: 5020 Investments, Ltd., a Texas Limited Partnership

Address: 5959 Richmond Avenue
Suite 440
Houston, Texas 77057

Phone: 713-778-0900

Fax: 713-782-7445

Landlord E-mail Address: Stephen@greenbergcompany.com

Landlord Contact: Stephen Soussan

Tenant: HARRIS COUNTY IMPROVEMENT DISTRICT #6
Address: 5020 MONTROSE BLVD, SUITE 411
HOUSTON, TX 77006

Phone: _____

Fax: _____

Tenant Contact: _____

Tenant e-mail address: _____

Building Address: 5020 Montrose Boulevard, Suite 411
Houston, Texas 77006

Total Building
Square Footage: Approximately 81,489 square feet

Montrose Management District
HHC?

Leased Premises Square Footage:

Gross Rentable Sq. Ft. _____

Net Rentable Sq. Ft. 500 sf

Useable Sq. Ft. _____

Term: ONE (1) YEAR from the Commencement
Date (see Paragraph 4.A.)

Renewal Option: _____

Monthly Base Rent: \$ 1,200.00 as provided under Paragraph 5.A

Security Deposit: \$ N/A

Estimated Monthly
Additional Charges
As per the Lease \$ N/A

Exhibit A: Premises
Exhibit B: Work Letter
Exhibit C: Site Plan for Project
Exhibit D: Commencement Date Memorandum
~~Exhibit E: Guaranty~~
Exhibit F: Renewal Option

LEASE

1 Parties.

THIS LEASE (the "Lease"), dated as of APRIL 5, 2011, is entered into by and between 5020 Investments, Ltd., a Texas limited partnership ("Landlord") whose address is 5959 Richmond, Suite 440, Houston, Texas 77057, and HARRIS COUNTY IMPROVEMENT DISTRICT ("Tenant"), whose address is 5020 MONTROSE BLVD, SUITE 411, Houston, Texas

Montrose Management District

HHC?

2 Premises.

Landlord hereby leases to Tenant and Tenant hereby leases from Landlord those certain lease premises, Suite # 411 (the "Premises") to be situated in a building commonly known as 5020 Montrose Boulevard (the "Building"), in Houston, Harris County, Texas, which Premises shall consist of a total area of approximately 500 square feet of net rentable area. The Premises leased by Tenant shall be in such location in such location in the Building as set forth in site plan of the Premises attached hereto as Exhibit "C". The Premises also includes the appurtenant right to use in common with other tenants of the Project (as defined below) the Common Area (as defined below) of the Project owned by Landlord.

3 Definitions.

The following terms shall have the following meanings in this Lease

A Affiliate. Any Person that controls, or is controlled by or is under common control with, Landlord or Tenant. No Person shall be deemed in control of another simply by virtue of being a partner, director, officer or holder of voting securities of any Person. For purposes of this Paragraph 3 A, "control" shall mean the ownership of, and/or the right to vote, stock, partnership interests, membership interests, or other indicia of ownership possessing at least fifty-one percent (51%) of either the total combined interests in a Person, or the voting power of all classes of a Person's capital stock, partnership interests, membership interests, or other indicia of ownership, that have been issued, outstanding, and (if applicable) are entitled to vote.

B Alterations. Any alterations, additions or improvements made in, on or about the Premises after the substantial completion of the Improvements, including, but not limited to, lighting, heating, ventilating, air conditioning, electrical, partitioning, drapery and carpentry installations.

C Intentionally left blank

D CC&Rs. Any declaration of conditions, covenants and/or restrictions, or similar instrument, that now encumbers, or may in the future encumber the Project or the Premises, as adopted by Landlord or its successors in interest from time to time, and any modifications or amendments thereto.

E Collateral Agreements. The following agreements: (i) that certain Work Letter attached hereto as Exhibit B and (ii) ~~that certain continuing personal guaranty or guarantees in the form attached hereto as Exhibit DE~~

F Commencement Date. The Commencement Date of this Lease shall be the first day of the Term determined in accordance with Paragraph 4.

G Common Area. All areas and facilities within the Project not appropriated to the exclusive occupancy of tenants, including the Parking Area, the sidewalks, pedestrian ways, driveways, signs, pools, ponds, service delivery facilities, common storage areas, common utility facilities and all other areas in the Project established by Landlord and/or its successors for non-exclusive use. Landlord may, by written notice to Tenant, elect in its sole discretion to increase and/or decrease the Common Area from time to time during the Term for any reason whatsoever (including without limitation an election by Landlord and/or its successors in their sole discretion to make changes to the buildings situated in the Project, and/or to subdivide, sell, exchange, dispose of, transfer, or change the configuration of all or any portion of the Common Area from time to time), so long as Landlord neither unreasonably interferes with ingress to or egress from the Building, nor permanently reduces the number of parking spaces available for Tenant's use below the minimum requirements, if any, set forth herein. No such subdivision, sale, exchange, disposition, transfer, or change to the configuration of all or any portion of the Common Area shall cause the Common Area to be increased or decreased unless and until Landlord has given Tenant written notice of such increase or decrease.

H Common Area Maintenance Costs. The total of all costs and expenses paid or incurred by Landlord in connection with the operation, maintenance, ownership and repair of the Common Area, and the performance of Landlord's obligations under this Lease. Without limiting the generality of the foregoing, Common Area Maintenance Costs include all costs of and expense for: (i) maintenance and repairs of the Common Area, (ii) resurfacing, resealing, remarking, painting, repainting, striping or restriping the Parking Area, (iii) maintenance and repair of all public or common facilities, (iv) maintenance, repair and replacement of sidewalks, curbs, paving, walkways, Parking Area, Project signs, landscaping, planting and irrigation systems, trash facilities, loading and delivery areas, lighting, drainage and common utility facilities, directional or other signs, markers and bumpers, and any fixtures, equipment and personal property located on the Common Area, (v) wages, salaries, benefits, payroll burden fees and charges of personnel employed by Landlord and the charges of all independent contractors retained by Landlord (to the extent that such personnel and contractors are utilized by Landlord) for the maintenance, repair, management and/or supervision of the Project, and of any security personnel retained by Landlord in connection with the operation and maintenance of the Common Area (although Landlord shall not be required to obtain security services), (vi) maintenance, repair and replacement of security systems and alarms installed by Landlord (if any), (vii) depreciation or amortization (or in lieu thereof, rental payments) on all tools, equipment and machinery used in the operation and maintenance of the Common Area, (viii) premiums for Comprehensive General Liability Insurance or Commercial General Liability Insurance, casualty insurance, workers compensation insurance or other insurance on the Common Area, or any portion thereof or interest therein, and any deductibles payable with respect to such insurance policies, (ix) all personal property or real property taxes and assessments levied or assessed on the Project, or any portion thereof or interest therein, including without limitation the Real Property Taxes for the Project, (x) cleaning, collection, storage and removal of trash, rubbish, dirt and debris, and sweeping and cleaning the Common Area, (xi) legal, accounting and other professional services for the Project, including costs, fees and expenses of contesting the validity or applicability of any law, ordinance, rule, regulation or order relating to the Building, and of contesting, appealing or otherwise attempting to reduce any Real Property Taxes assessed against the Project, (xii) any alterations, additions or

area or aspect of the Building which Landlord is required keep in good order, condition and repair. If Landlord decides, in its sole discretion, to replace the roof of the Building during the Term, then the cost of so replacing the roof, together with interest at the Interest Rate, shall be amortized on a straight-line basis over the useful life of the roof (as determined by Landlord in its sole discretion) (the "Useful Life"), and the entire amount of such amortized costs and interest shall be included in the monthly Common Area Maintenance Costs payable solely by Tenant during the entire period over which such costs are amortized, until Tenant has paid to Landlord that proportion of the total amount of such amortized costs equal to (a) the number of months remaining during the Term as of the date such roof replacement was completed, divided by (b) the number of months of the Useful Life, provided that in no event shall such proportion exceed one hundred percent (100%).

It is the express intent of the parties that except as specifically set forth in this Paragraph 18(i), Landlord shall have no obligation whatsoever to repair or maintain the Building, and that Tenant shall be responsible for performing all repair, operation, and maintenance of the Building except for those tasks specifically described in this Paragraph 18(i).

(ii) Tenant's Obligations. Tenant shall at all times and at its sole cost and expense clean, keep and maintain in good order, condition and repair (and replace, if necessary) every part of the interior of the leased Premises which is not within Landlord's obligation pursuant to Paragraph U. Tenant's repair and maintenance obligations shall include without limitation all interior plumbing and electrical facilities situated within the Building, fixtures, interior walls and ceiling, floors, windows, window frames, doors, entrances, plate glass, all lighting fixtures, light bulbs, lamps, fans and any exhaust equipment and systems, all mechanical systems (but not the HVAC system installed by Landlord), any automatic fire extinguisher equipment within the Building, all security systems and alarms, all electrical/mechanical motors and all other appliances and equipment of every kind and nature located in, upon or about the Building or the Premises. Tenant shall also be responsible for all pest control within the Premises.

(iii) Conditions Applicable to Repairs. All repairs, replacements and reconstruction made by or on behalf of Tenant or any person claiming through or under Tenant shall be made and performed (i) at Tenant's sole cost and expense, in a good and workmanlike manner and at such time and in such manner as Landlord may reasonably designate, (ii) by contractors approved in advance by Landlord, (iii) so that the repairs, replacements or reconstruction shall be at least equal in quality, value and utility to the original work or installation, (iv) in accordance with such reasonable requirements as Landlord may impose with respect to insurance and bonds to be obtained by Tenant in connection with the proposed work, and (v) in accordance with any rules and regulations for the Building as may be adopted by Landlord from time to time and in accordance with all applicable laws and regulations of governmental authorities having jurisdiction over the Premises.

(iv) Landlord's Rights. If Tenant fails to perform Tenant's obligations under Paragraph U, Landlord may in its sole discretion give Tenant notice of such work as is reasonably required to fulfill such obligations. If the required work by Tenant is not an emergency or hazardous situation, Tenant shall commence the work within ten (10) days after receipt of such notice and diligently prosecute the work to completion. If the required work is of an emergency nature or likely hazardous to the building or to the tenants, visitors or employees of the building, then the Tenant shall be obligated to act immediately to commence the work upon receipt of such notice and diligently prosecute the work to completion. Landlord shall have the right (but not the obligation) to do such acts or expend such funds at the expense of Tenant as are reasonably required to perform such work. Any amount so expended by Landlord shall be paid by Tenant to Landlord promptly after demand with interest at the Interest Rate. Landlord shall have no liability to Tenant for any damage to, or interference with Tenant's use of, the Premises, or inconvenience to Tenant as a result of performing any such work.

(v) Compliance with Governmental Regulations. Tenant shall, at its sole cost and expense, comply with, including the making by Tenant of any Alteration to the Premises, all present and future regulations, rules, laws, ordinances, and requirements of all governmental authorities (including, without limitation state, municipal, county and federal governments and their departments, bureaus, boards and officials) applicable to the Premises or the Building.

(vi) Liens

Tenant shall keep the Building and the Premises free from any liens arising out of any work performed, materials furnished or obligations incurred by or on behalf of Tenant and hereby agrees to indemnify, defend, protect and hold Landlord and Landlord's Agents harmless from and against any and all loss, claim, damage, liability, cost and expense, including attorneys' fees and costs, in connection with or arising out of any such lien or claim of lien. Tenant shall cause any such lien imposed to be released of record by payment or posting of a proper bond acceptable to Landlord within ten (10) days after written request by Landlord. Tenant shall give Landlord written notice of Tenant's intention to perform work on the Premises which might result in any claim of lien at least ten (10) days prior to the commencement of such work to enable Landlord to post and record any notice(s) as Landlord may deem appropriate. If Tenant fails to so remove any such lien within the prescribed ten (10)-day period, then Landlord may do so at Tenant's expense and Tenant shall reimburse Landlord for such amounts upon demand. Such reimbursement shall include all costs incurred by Landlord including Landlord's reasonable attorneys' fees with interest thereon at the Interest Rate.

(vii) Landlord's Right to Enter the Premises

Tenant shall permit Landlord and Landlord's Agents to enter the Premises at all reasonable times with reasonable notice, except for emergencies in which case no notice shall be required, to inspect the same, to post any notices, and signs, to show the Premises to interested parties such as prospective lenders and purchasers, to make necessary repairs, to discharge Landlord's obligations under this Lease, to discharge Tenant's obligations under this Lease when Tenant has failed to do so within a reasonable time after written notice from Landlord, and at any reasonable time within one hundred and eighty (180) days prior to the expiration of the Term, to place upon the Building ordinary "For Lease" signs and to show the Premises to prospective tenants. Tenant is prohibited from posting any signs of any kind on or about the Premises or on any adjacent areas, parking areas or common areas.

19 Signs.

Tenant shall not use or erect any signs of any kind on or about the Premises, Common Area or Project without the prior written consent of Landlord.

20 Insurance.

to the extent permitted by law

(i) Indemnification Tenant shall indemnify, defend, protect and hold Landlord harmless of and from any and all loss, liens, liability, claims, causes of action, damage, injury, cost or expense arising out of or in connection with, or related to (i) the making of Alterations, or (ii) injury to or death of persons or damage to property occurring or resulting directly or indirectly from (A) the use or occupancy of, or the conduct of business in, the Premises, (B) the use, storage, release or disposal by Tenant or Tenant's employees, agents, contractors, licensees or invitees, of any Hazardous Materials in or about the Premises or any other portion of the Project, (C) any other occurrence or condition in or on the Premises, and (D) acts, neglect or omissions of Tenant, its officers, directors, agents, employees, invitees or licensees in or about any portion of the Project. Tenant's indemnity obligation includes reasonable attorneys' fees and costs, investigation costs and all other reasonable costs and expenses incurred by Landlord. If Landlord disapproves the legal counsel proposed by Tenant for the defense of any claim indemnified against hereunder, Landlord shall have the right to appoint its own legal counsel, the reasonable fees, costs and expenses of which shall be included as part of Tenant's indemnity obligation hereunder. The indemnification contained in this Section W, (i) shall extend to the officers, directors, shareholders, partners, employees, agents and representatives of Landlord. The obligations assumed by Tenant herein shall survive this Lease. Notwithstanding the foregoing, Landlord shall have the right, in its sole discretion, but without being required to do so, to defend, adjust, settle or compromise any claim, obligation, debt, demand, suit or judgment against Landlord arising out of or in connection with the matters covered by the foregoing indemnity and, in such event, Tenant shall reimburse Landlord for all reasonable charges and expenses incurred by Landlord in connection therewith, including reasonable attorneys' fees, provided, however, that Landlord shall not undertake any unilateral action or settlement so long as Tenant or an insurance company, at its or their sole expense, is contesting in good faith, diligently and with continuity such claim, action, obligation, demand or suit, and so long as such claim, action, obligation, demand or suit does not have or threaten to have a material adverse impact on Landlord's assets, reputation or business affairs.

(ii) Tenant's Insurance Tenant agrees to maintain in full force and effect at all times during the Term, at its sole cost and expense, for the protection of Tenant and Landlord, as their interests may appear, policies of insurance issued by a responsible carrier or carriers acceptable to Landlord which afford, at least, the following coverages:

(A) Commercial general liability insurance in an amount not less than Two Million and No/100 Dollars (\$2,000,000.00) combined single limit for both bodily injury and property damage which includes blanket contractual liability, broad form property damage, personal injury, completed operations, and products liability, which policy shall name Landlord and Landlord's Agents as additional insureds and shall contain a provision that "the insurance provided Landlord hereunder shall be primary and non-contributing with any other insurance available to Landlord with respect to any damage, loss, liability or expense covered by Tenant's indemnity obligations under provisions of this Lease."

(B) Causes of loss-special form property insurance (including, without limitation, vandalism, malicious mischief, inflation endorsement, and sprinkler leakage endorsement) on Tenant's Personal Property located on or in the Premises. Such insurance shall be in the full amount of the replacement cost, as the same may from time to time increase as a result of inflation or otherwise. As long as this Lease is in effect, the proceeds of such policy shall be used for the repair and replacement of such items so insured. Landlord shall have no interest in the insurance proceeds on Tenant's Personal Property.

(C) Boiler and machinery insurance, including steam pipes, pressure pipes, condensation return pipes and other pressure vessels and HVAC equipment, including miscellaneous electrical apparatus, in an amount satisfactory to Landlord.

(D) Increased Coverage Upon demand, Tenant shall provide Landlord, at Tenant's expense, with such increased amount of existing insurance, and such other insurance as Landlord or Landlord's lender may reasonably require to afford Landlord and Landlord's lender adequate protection.

(E) Failure to Maintain If Tenant fails to maintain any insurance coverage that Tenant is required to maintain under this Lease, and Landlord incurs any liability to its insurance carrier arising out of Tenant's failure to so maintain such insurance coverage, then any and all loss or damage Landlord shall sustain by reason thereof, including attorneys' fees and costs, shall be borne by Tenant and shall be immediately paid by Tenant upon its receipt of a bill therefor and evidence of such loss. Nothing contained in this Lease shall be deemed to limit or affect any other remedies or rights available to Landlord under this Lease that arise from Tenant's failure to so maintain such insurance coverage.

(F) Insurance Requirements All insurance shall be in a form satisfactory to Landlord and shall be carried in companies that have a general policy holder's rating of not less than "A" and a financial rating of not less than Class "X" in the most current edition of Best's Insurance Reports, and shall provide that such policies shall not be subject to material alteration or cancellation except after at least thirty (30) days' prior written notice to Landlord. The policy or policies, or duly executed certificates for them, together with satisfactory evidence of payment of the premiums thereon shall be deposited with Landlord prior to the Commencement Date, and upon renewal of such policies, not less than thirty (30) days prior to the expiration of the term of such coverage. If Tenant fails to procure and maintain the insurance it is required to maintain under this Lease, Landlord may, but shall not be required to, order such insurance at Tenant's expense and Tenant shall reimburse Landlord therefor. Such reimbursement shall include all costs incurred by Landlord in obtaining such insurance including Landlord's reasonable attorneys' fees, with interest thereon at the Interest Rate.

(G) Waiver and Release Except to the extent due to the gross negligence or willful misconduct of Landlord, Landlord shall not be liable to Tenant or Tenant's employees, agents, contractors, licensees or invitees for, and Tenant waives against and releases Landlord and Landlord's Agents from, all claims for loss or damage to any property or injury, illness or death of any person in, upon or about the Premises and/or any other portion of the Project, arising at any time and from any cause whatsoever (including without limitation any claim caused in whole or in part by the act, omission, or neglect of other tenants, contractors, licensees, invitees or other occupants of the Project or their agents or employees, and any claim arising from any construction activities taking place in, upon or about the Premises and/or any other portion of the Project). Landlord and Landlord's Agents shall not be liable for any latent defect in the Premises. At any time that Tenant either desires to or is required to make any repairs, alterations, additions, improvements, or utility installation on or about the Premises, Landlord may at its sole option require Tenant at Tenant's sole cost and expense to obtain and provide to Landlord a lien and completion bond in an amount equal to 150% of the estimated cost of such improvements to insure Landlord against liability for mechanics' and materialmen's liens and to insure completion of the Work.

(iii) Premises Insurance During the Term Landlord shall maintain causes of loss-special form property insurance (including inflation endorsement, sprinkler leakage endorsement, and, at Landlord's option, earthquake and flood coverage) on the Building, excluding coverage of all Tenant's Personal Property located on or in the Premises, but including the

(iv) Time Time is of the essence for the performance of each term, condition and covenant of this Lease

(v) Separability If one or more of the provisions contained herein, except for the payment of Rent, is for any reason held invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision of this Lease, but this Lease shall be construed as if such invalid, illegal or unenforceable provision had not been contained herein

(vi) Choice of Law This Lease shall be construed and enforced in accordance with the laws of the State of Texas, and shall be performable and enforceable in Houston, Harris County, Texas The language in all parts of this Lease shall in all cases be construed as a whole according to its fair meaning and not strictly for or against either Landlord or Tenant

(vii) Gender, Singular, Plural When the context of this Lease requires, the neuter gender includes the masculine, the feminine, a partnership or corporation or joint venture, and the singular includes the plural

(viii) Binding Effect The covenants and agreement contained in this Lease shall be binding on the parties hereto and on their respective successors and assigns to the extent this Lease is assignable

(ix) Waiver The waiver by Landlord of any breach of any term, condition or covenant, of this Lease shall not be deemed to be a waiver of such provision or any subsequent breach of the same or any other term, condition or covenant of this Lease The subsequent acceptance of Rent hereunder by Landlord shall not be deemed to be a waiver of any preceding breach at the time of acceptance of such payment No covenant, term or condition of this Lease shall be deemed to have been waived by Landlord unless such waiver is in writing signed by Landlord

(x) Entire Agreement This Lease is the entire agreement between the parties, and there are no agreements or representations between the parties except as expressed herein Except as otherwise provided herein, no subsequent change or addition to this Lease shall be binding unless in writing and signed by the parties hereto

(xi) Authority If Tenant is a corporation, limited liability company or a partnership, each individual executing this Lease on behalf of said corporation, limited liability company or partnership, as the case may be, represents and warrants that it is duly authorized to execute and deliver this Lease on behalf of said entity in accordance with its corporate By-Laws or its limited liability company Regulations, statement of partnership or certificate of limited partnership, as the case may be, and that this Lease is binding upon said entity in accordance with its terms Landlord, at its option, may require a copy of such written authorization to enter into this Lease

(xii) Exhibits All exhibits, amendments, orders and addenda attached hereto are hereby incorporated herein and made a part hereof

(xiii) Lease Summary ~~The Lease Summary attached to this Lease is intended to provide general information only In the event of any inconsistency between the Lease Summary and the specific provisions of this Lease, the specific provisions of this Lease shall prevail~~

THIS LEASE is effective as of the date the last signatory necessary to execute the Lease shall have executed this Lease

Dated _____, 20__

TENANT
HARRIS COUNTY IMPROVEMENT DISTRICT #6

By _____

Dated _____, 20__

LANDLORD

5020 INVESTMENTS, LTD, a Texas Limited Partnership

By DG Interests, Inc , A Texas Corporation, General Partner

By _____
David Greenberg, President

Dated _____, 20__

TENANT

~~HARRIS COUNTY IMPROVEMENT DISTRICT #0~~

By _____

Title

LANDLORD

Dated _____, 20__

5020 INVESTMENTS, LTD , a Texas Limited Partnership
By DG Interests, Inc , a Texas Corporation, General Partner

By _____
David Greenberg, President

EXHIBIT "C"

SITE PLAN FOR PREMISES



EXHIBIT "D"
COMMENCEMENT DATE MEMORANDUM

RE LEASE DATED APRIL 5, 2011 BY AND BETWEEN 5020 INVESTMENTS, LTD , AS LANDLORD, AND
~~HARRIS COUNTY IMPROVEMENT DISTRICT #6~~, AS TENANT FOR PROPERTY LOCATED AT 5020 MONTROSE
BLVD, SUITE 411, HOUSTON, HARRIS COUNTY, TEXAS

LANDLORD	5020 INVESTMENTS, LTD
TENANT	HARRIS COUNTY IMPROVEMENT DISTRICT #6
LEASE DATE	APRIL 5, 2011
PREMISES	5020 MONTROSE, SUITE 411, HOUSTON, TEXAS 77008

Pursuant to Paragraph 4 A of the above referenced Lease, the commencement date as defined in Paragraph 4 A shall
be (TO BE DETERMINED).

Dated _____, 20

TENANT
~~HARRIS COUNTY IMPROVEMENT DISTRICT #6~~

By _____

Dated _____, 20

LANDLORD

5020 INTERESTS, LTD, a TEXAS GENERAL PARTNERSHIP
By DG INTERESTS, INC , A TEXAS CORPORATION,
GENERAL PARTNER

By _____
DAVID GREENBERG, PRESIDENT

EXHIBIT "E"

GUARANTY

As a material inducement to Landlord to enter into a Lease dated _____, 20____ (the Lease), between 5020 INVESTMENTS, LTD., as Landlord, and _____, as Tenant _____, and _____ (collectively herein referred to as Guarantor), hereby jointly and severally, unconditionally and irrevocably guarantee the complete and timely payment and performance of all liabilities, obligations and duties (including without limitation payment of rent and construction costs) of Tenant under the Lease and any extension or renewals of and amendments to the Lease as if the Guarantor had executed the Lease as Tenant thereunder

This Guaranty is an absolute primary and continuing guarantee of payment and performance and is independent of Tenant's obligations under the Lease. Guarantor waives any right to require Landlord to (a) join Tenant with Guarantor in any suit arising under this Guaranty, (b) proceed against or exhaust any security given to secure Tenant's obligations under the Lease, or (c) pursue or exhaust any other remedies in Landlord's power. Landlord may, without notice or demand and without affecting Guarantor's liability hereunder from time to time, compromise, extend or otherwise modify any or all of the terms of the Lease. This Guaranty shall not be affected by any amendment, alteration, or modification of the Lease. Guarantor hereby waives all demands for performance, notices of performance and notices of acceptance of this Guaranty. Landlord shall not be required to provide notice of default to the Tenant to Guarantor.

As a further inducement to Landlord entering into the Lease and constructing the premises, Guarantor agrees to execute such additional guaranty agreements ancillary to construction or interim financing as may be requested by Landlord's lenders during the construction of the premises and prior to obtaining permanent financing. Nothing herein shall obligate Guarantor to execute any guaranty relating to permanent financing of the premises.

The liability of Guarantor under this Guaranty will not be affected by (1) the release or discharge of Tenant from or impairment, limitation or modification of, Tenant's obligations under the Lease and any bankruptcy, receivership, or other debtor's release proceeding, whether state or federal and whether voluntary or involuntary, (2) the rejection or disaffirmance of the Lease in any such proceeding, or (3) the cessation of any cause whatsoever of the liabilities of Tenant under the Lease. Guarantor shall pay to Landlord all costs incurred by Landlord in enforcing this Guaranty, including, without limitation, reasonable attorney's fees and expenses.

GUARANTOR

Name _____
Address _____
City _____ State _____
SS# _____
TDL _____

EXHIBIT "F"

RENEWAL OPTION

"RENEWAL OPTION" Provided that at the end of the primary term of this Lease Tenant not be in default of any term, condition, or covenant contained in this Lease, Tenant (but not any assignee or subtenant) shall have the right and option to renew this Lease by written notice delivered to Landlord no later than 180 days prior to expiration of the term currently in force for the additional term of 1 years, under the same terms, conditions, and covenants contained herein, except

A The rental for the renewal term shall be based on the then prevailing rental rates for properties of equivalent quality, size, utility, and location with the length of the lease term and credit standing of the Tenant herein to be taken into account

B Upon notification from Tenant of the exercise of this Renewal Option, Landlord shall within fifteen (15) days thereafter notify Tenant in writing of the proposed rental for the renewal term, Tenant shall within fifteen (15) days following receipt of same notify Landlord in writing of the acceptance or rejection of the proposed rental In event of rejection by Tenant, this Lease shall terminate upon the expiration of the current term in effect

In addition to the foregoing, Tenant is hereby granted 5 additional term(s) of 1 years each Such 5 additional term(s) of 1 years each shall be exercised upon the same terms and conditions set forth above

MONTROSE MANAGEMENT DISTRICT
CITY OF HOUSTON
HARRIS COUNTY, TEXAS

AGENDA MEMORANDUM

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

8. Receive and consider updated contract with the Greater East End Management District for graffiti abatement services.

March 30, 2011

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

Purpose

The purpose of this job arrangement letter is to document the agreement for the Greater East End Management District to provide graffiti abatement services to the Montrose Management District. As each district strives to serve its respective constituents and promote economic development and revitalization of each area, this collaboration will help each meet their specific district goals. The graffiti abatement services are part of a security program to eradicate gang-related graffiti, and both districts are authorized to provide such services.

GRAFFITI ABATEMENT SERVICE AGREEMENT

This Agreement is entered into effective May 1, 2011, by and between Greater East End Management District ("Contractor") and the Montrose Management District (the "MMD"), both political subdivisions of the State of Texas. The parties are entering into this Agreement pursuant to Texas law including without limitation the Interlocal Cooperation Act, Chapter 791 of the Texas Local Government Code.

1. **SERVICES.** Contractor will provide the number of man hours of graffiti abatement shown on Exhibit 3 to this Agreement and other related services in the prioritized areas of the MMD set out in Exhibit 1 to this Agreement and as described in the attachment set out in Exhibit 2, which are incorporated for all intents and purposes herein (the "Services"). Such Services shall be provided during the regular workweek (Monday through Friday). Contractor may perform the Services by any reasonable means and shall not be responsible for delays in performance beyond Contractor's control. Contractor acknowledges that many of the Services will be performed in and along the streets within the MMD and that Contractor is responsible for the safety of Contractor's employees and of the public in regard to the provision of the Services but only to the extent that loss, liability, or expense is caused by the negligence, misconduct or other fault of Contractor, its agents or employees. In the event the Services are to be performed in or along public streets or rights-of-way, the Contractor will take reasonable steps to assure the safety of its employees and of the public and to comply with all ordinances, rules and regulations by local, state or federal entities having jurisdiction over the provision of Services in the area, especially as to traffic safety plans, provided however, that if Contractor must incur any out-of-pocket expenditures to do so, Contractor shall obtain the prior approval of the MMD for such expenditure and the MMD shall reimburse Contractor for such expenditures. Contractor will provide Contractor's standard monthly reports on services for review by a committee of or the full board of directors. Additional reports will be considered Additional Services as defined below and subject to the terms and conditions applicable to Additional Services.
2. **ADDITIONAL SERVICES AT ADDITIONAL COST TO MMD.** The Contractor agrees to arrange for, coordinate and/or perform additional services related to graffiti abatement (such as arranging for and coordinating necessary traffic enforcement needs;

producing informational material such as flyers regarding graffiti services and delivering to MMD constituents; renting high rise equipment; or purchasing MMD uniforms, shirts, caps for employees working in the MMD and for MMD signage) as the MMD may request and Contractor agrees to (the "Additional Services"). Contractor and the MMD must agree to price and scheduling for such Additional Services in writing prior to the provision of the Additional Services. Upon receipt of a request for Additional Services, Contractor shall provide the MMD with a cost estimate for MMD approval. If approved, the MMD will sign such estimate to indicate the MMD's agreement to the price and schedule, and the Contractor shall then proceed with the performance of the Additional Services. The MMD shall be responsible for costs and for payment as set out in the cost estimate.

3. **TERM.** This Agreement shall be in effect for one year from the Effective Date and thereafter shall automatically renew for additional one year periods unless either party hereto terminates the Agreement.
4. **TERMINATION.** If the MMD is dissatisfied with the quality of services during the term of this Agreement, the MMD may inform Contractor in writing of the specific areas of dissatisfaction, and if Contractor shall fail to substantially correct the deficiencies within thirty (30) days from receipt of such notice, the MMD may then terminate this Agreement by thirty (30) days written notice to Contractor. Contractor may terminate this Agreement for non-payment if the MMD has not remedied or disputed the non-payment within thirty (30) days after receipt of written notice from the Contractor detailing such non-payment. In addition, either party may terminate this agreement by giving thirty (30) days written notice to other party.
5. **PRICE.** The MMD agrees that the MMD will pay Contractor for the Services as set forth in the proposal attached on an hourly basis as set out in Exhibit 3, attached hereto and incorporated herein for all purposes (the "Price"). Contractor will invoice monthly for the Services, and payment of the Price shall be due on the last day of the month following the services performed. A late charge of 1% per month shall be paid by the MMD to Contractor on any past due payment not received by the last day of the month in question.
6. **CHANGE IN WORK PERFORMED.** The Price stated in this Agreement is based upon the size of the area where the Services are to be provided, the type of Services and the frequency of Services as specified herein. If there is any change in such area, the type or the frequency of the Services, the MMD and Contractor agree to try to negotiate a reasonable price adjustment.
7. **EXTRAORDINARY COST CHANGES.** If any extraordinary event affects Contractor's costs, Contractor may request that the MMD enter into negotiations regarding a reasonable adjustment. Both parties agree to negotiate in good faith to attempt to agree to a fair and reasonable adjustment in the Price.
8. **HOLIDAYS.** Contractor is not obligated to perform services on the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day. If the MMD requests that Services be performed on a holiday, the MMD recognizes that such work will be considered Additional Services and that the price to be proposed by Contractor will be based on an overtime basis. If the work is to be performed on a holiday that falls on Saturday or Sunday, it shall be subject to an additional charge of one full day at straight time. The parties will negotiate such the price for such Additional Services as provided in Section 2 hereof.

9. WEEKENDS. If the MMD requests that Services or Additional Services be performed on a weekend, the Price shall be agreed to in writing prior to commencement of the Additional Services.
10. **INDEMNIFICATION.** To the fullest extent allowed by law, Contractor shall indemnify, defend and hold the MMD, its directors, employees, agents and consultants (the "Indemnified Parties") harmless from all loss, liability, cost, or expense (including reasonable attorney's fees) for bodily injury, death and property damage suffered anyone (hereinafter referred to as "claim(s)"), but only to the extent same are (a) caused by negligence, strict liability, misconduct, intentional or reckless act or failure to act or other fault of Contractor, its agents and employees (the "Contractor Parties") and (b) arise out of Services performed under this Agreement. The foregoing provision shall inure to the benefit of the MMD, provided that the MMD notifies Contractor in writing of such claim within ten (10) days of same being reported to the MMD.
11. DELAYS. Contractor shall not be liable for delay, loss or damage caused by warfare, riots, strikes, boycotts, criminal acts, acts or omissions of others, fire, water damage, natural calamity or causes beyond Contractor's reasonable control.
12. **INSURANCE AND TAXES.** Contractor agrees to maintain in effect, during the term hereof, insurance for Workers Compensation with statutory limits, and commercial general liability, personal injury and property damage with \$1,000,000 combined single limit liability per occurrence. Contractor has the right to be self-insured where permitted by State law. Contractor shall furnish to the MMD, on request, a Certificate of Insurance evidencing such coverage and specifying that thirty (30) days prior notice of cancellation will be sent to the MMD. Contractor shall be responsible for paying all payroll based taxes affecting its employees.
13. **INDEPENDENT CONTRACTOR.** Contractor is an independent contractor, and all persons employed to furnish services hereunder are employees of Contractor and not of the MMD. The MMD hereby agrees not to hire the contractor's employees or any subcontracted employees during the term of this contract and for one year following termination of this contract without the express written consent of the Contractor.
14. **BINDING.** This Agreement shall inure to and bind the successors, assigns, agents, and representatives of the parties.
15. **ENTIRE AGREEMENT.** This Agreement together with the attachments hereto, contains the entire agreement between the parties. All prior negotiations between the parties are merged in this Agreement, and there are no understandings or agreements other than those incorporated herein. This Agreement may not be modified except by written instrument signed by both parties.
16. **NOTICES.** Notices, requests, demands and other communications hereunder shall be in writing and delivered or mailed with postage prepaid,

To MMD at

c/o Hawes Hill Calderon LLP
P.O. Box 22167
Houston, Texas 77227-2167
713-541-0447

To Contractor at

Greater East End Management District
3211 Harrisburg
Houston, Texas 77003
713-928-9916

or at any other address which may be given by either party to the other in the manner provided above.

The parties have executed this Agreement in multiple counterparts, each of which shall be considered an original.

MONTROSE MANAGEMENT DISTRICT

By:

Name:

Title:

GREATER EAST END MANAGEMENT DISTRICT

By:

Name:

Title:

Attachments

Exhibit 1 – Target Area

Exhibit 2 – Scope of Work

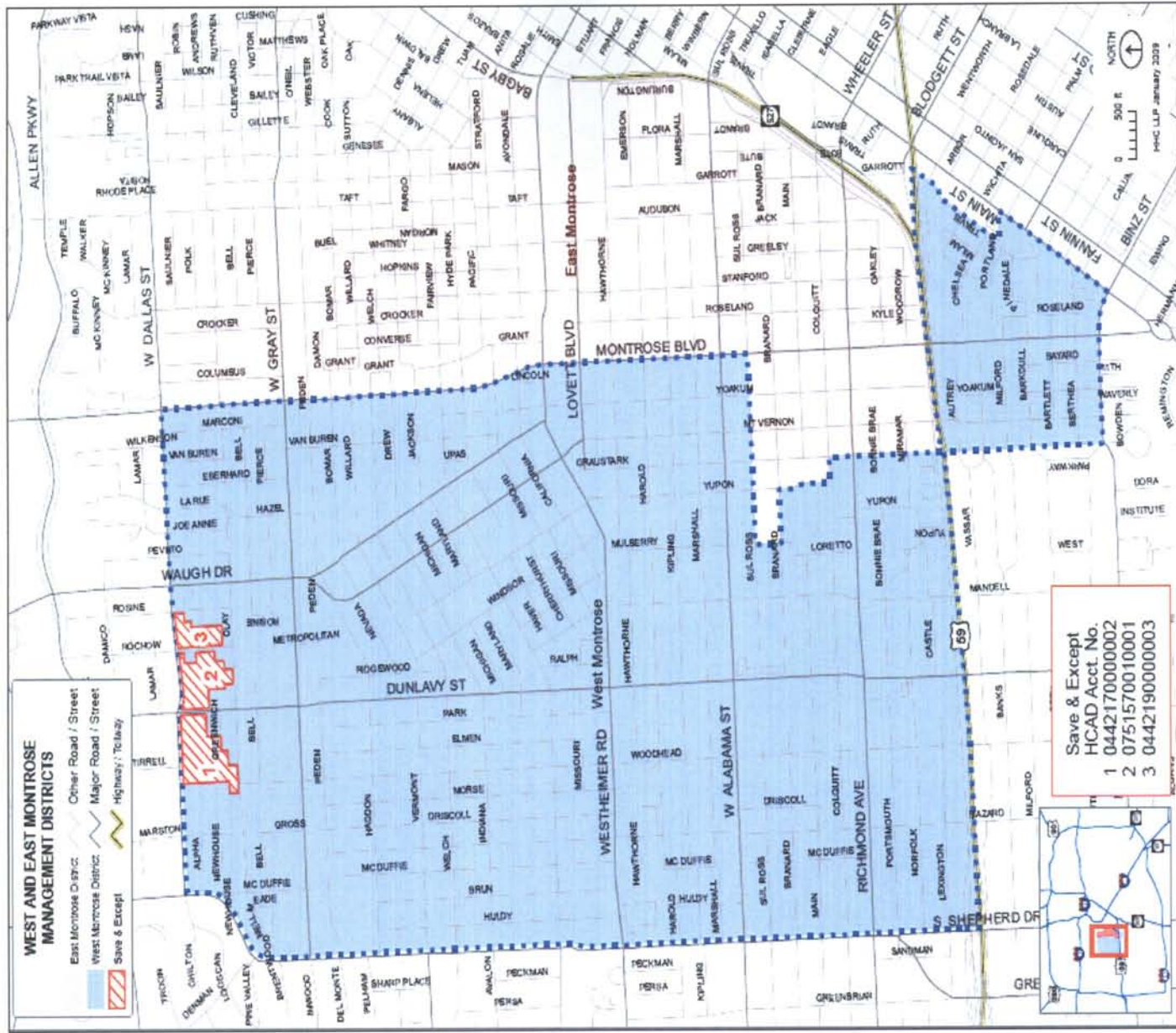
Exhibit 3 – Service Fee

Exhibit 4 – Additional Services



Target Area

Montrose Management District Area and Boundaries





Scope of Work

Montrose Management District

■ Scope of work includes following activities:

Prior to Service Day

- ✓ Identification of graffiti
- ✓ Attain waiver from property owner (determine if waiver is in the system, if not, identify property owner and attain waiver)
- ✓ Schedule graffiti abatement

Service Day

- ✓ Abatement preparation (purchase and set up of supplies, paint, water for power washer, fuel for generator, etc.)
- ✓ Photograph graffiti (before / after)
- ✓ Abate graffiti (includes cost of all necessary paint and supplies)
- ✓ Site clean-up
- ✓ Equipment & Graffiti Mobile clean-up and maintenance

Post Service Day

- ✓ Database maintenance of graffiti waivers
- ✓ Generate graffiti reports to police as appropriate
- ✓ Generate monthly reports and invoices to clients

Fee for Services

Montrose Management District

6 week major cleanup of new areas

Start Date: May 2, 2011

Hourly Rate	Hours Per Day	Days Per Week *	# of Weeks	Contract Cost
\$80	8	3	6	\$11,520

*The Days Per Week refers to 2 days in West Montrose and 1 day in East Montrose.

Balance of 2011 - Maintenance

Start Date: June 13, 2011

Hourly Rate	Hours Per Days	Days Per Week *	# of Weeks	Contract Cost
\$80	8	2	29	\$37,120

*The Days Per Week refers to 1 day in West Montrose and 1 day in East Montrose.

Total: \$48,640



Additional Services

Montrose Management District

■ **Fee-for-Service, upon request:**

The Contractor agrees to arrange for, coordinate and/or perform additional services related to graffiti abatement including, but not limited to arranging necessary traffic enforcement needs; producing informational material such as flyers regarding graffiti services and delivering such to constituents; renting high rise equipment; purchasing custom uniforms, shirts, caps for employees working in MMD. The Contractor and the MMD must agree to price and scheduling for additional services in writing prior to the provision of additional services. Upon request for additional services, Contractor shall provide a cost estimate for approval. If approved, the MMD will sign such estimate to indicate agreement to the price and schedule, and the Contractor shall then proceed with the performance of additional services. The MMD shall be responsible for costs and for payment as set out in the cost estimate.

MONTROSE MANAGEMENT DISTRICT
CITY OF HOUSTON
HARRIS COUNTY, TEXAS

AGENDA MEMORANDUM

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

9. Receive and consider recommendations from the Public Safety Committee related to:
- Patrol Activity Report for the month of March

East Montrose Patrol

March 2011

3-1-11 J. Obenhaus 1615-2115

1615hrs: The officer assisted under cover narcotics in an investigation in the 2500 block of Morgan. The investigation resulted in the arrest of one male for Possession of a Controlled Substance with the Intent to Deliver.

1745hrs: While on patrol the officer checked a location in the 800 block of Hawthorne.

1810hrs: The officer checked a location at 1901 Richmond.

1855hrs: The officer observed a suspicious male in the 2000 block of Taft. The officer checked the suspect and released him.

2020hrs: The officer observed a suspicious male in the 1100 block of Lovett. The officer checked the suspect and released him.

3-2-11 V. Beserra 1615-2115

1615hrs: The officer arrested one male in the 3300 block of Montrose for a felony warrant out of Harris County. The warrant was for Delivery of a Controlled Substance.

1730hrs: Several locations checked in the 2900 block of S. Shepherd.

1810hrs: The officer checked a location at 1110 Lovett.

1845hrs: The officer checked and released a suspicious male in the 1900 block of Richmond.

1940hrs: Several locations checked in the 1400 block of Richmond.

2025hrs: While on patrol the officer checked several locations in the 1000 block of Westheimer and observed no problems.

3-3-11 A. Girndt 1615-2115

1620hrs: The officer checked a location at 3317 Montrose and observed no problems.

1640hrs: While on patrol the officer checked several locations in the 400 block of Westmoreland.

1726hrs: The officer checked and released a suspicious male in the 4700 block of Montrose.

1735hrs: While on patrol the officer assisted a citizen who ran out of gas in the 900 block of Rosedale.

1820hrs: The officer observed a homeless male sitting on a bench outside of a business at 1915 W. Gray. The officer warned the male for trespassing and had him leave the business.

1855hrs: The officer observed two juvenile males horse playing in the parking lot at Woodhead and Westheimer. The officer had the juveniles leave the parking lot.

1922hrs: While on patrol the officer checked the city park located at 4500 Dunlavy. Officer observed no problems in the park.

1930hrs: The officer checked a suspicious vehicle in the 4300 block of Mt. Vernon.

2020hrs: The officer had the owner of a vehicle move his car due to a parking violation in the 1600 block of Cherryhurst.

3-4-11 L. Laureano 2100-0200

2125hrs: The officer checked a location at 4310 Dunlavy.

2200hrs: While on patrol the officer checked by with an on duty patrol unit on a Major Accident at Commonwealth and Vermont.

2310hrs: The officer checked a location at 2525 S. Shepherd.

2340hrs: Several locations checked in the 200 block of Westheimer.

0115hrs: The officer checked and released a suspicious male in the 200 block of Westheimer.

3-5-11 L. Laureano 0730-1230

0810hrs: The officer checked several locations in the 4100 block of Montrose.

0915hrs: The officer checked a location at 3317 Montrose and observed no problems.

1000hrs: While on patrol the officer checked and released a suspicious male in the 600 block of Westheimer.

1030hrs: The officer checked by with an on duty patrol in the 900 block of Dunlavy in regards to a person down.

1200hrs: The officer checked a location at 3701 S. Shepherd.

3-5-11 K. Mountain 2315-0415

2330hrs: The officer issued one parking ticket in the 600 block of Pacific for blocking a fire hydrant.

0040hrs: Several locations checked in the 1900 block of W. Gray.

0105hrs: Several locations checked in the 400 block of Westmoreland.

0200hrs: The officer checked several locations in the 1000 block of Richmond.

0300hrs: The officer checked a location at 2221 W. Dallas and observed no problems.

0320hrs: Several locations checked in the 3100 block of Montrose.

3-6-11 A. Girndt 0815-1315

0905hrs: The officer checked and released a suspicious male at Cherryhurst Park in the 1600 block of Cherryhurst.

0930hrs: The officer checked by with an on duty patrol unit at 2109 Brun in regards to a disturbance.

1046hrs: While on patrol the officer checked a location at 2075 Westheimer and observed no problems.

1130hrs: Several locations checked in the 2000 block of W. Gray.

1210hrs: While on patrol the officer checked a location at Converse and Hyde Park.

1222hrs: The officer issued one parking ticket in the 4300 block of Dunlavy.

1230hrs: Several locations checked in the 400 block Westmoreland.

3-6-11 R. Kuo 1830-2330

1843hrs: The officer checked a location at 3317 Montrose.

1929hrs: Several locations checked in the 2000 block of Montrose.

2013hrs: While on patrol the officer checked a location at 4310 Dunlavy and observed no problems.

2111hrs: The officer checked a location at 2221 W. Dallas.

2203hrs: Several locations checked in the 500 block of Westheimer.

2239hrs: The officer checked a location at 3939 Montrose and observed no problems.

2305hrs: The officer checked a location at 2233 Montrose.

3-7-11 V. Beserra 1615-2115

1630hrs: The officer checked a location at 1756 Westheimer.

1710hrs: While on patrol the officer checked and released two suspicious males in the 2500 block of Dunlavy.

1725hrs: The officer checked a location at 3519 S. Shepherd and observed no problems.

1810hrs: The officer checked a location at 1919 W. Main.

1940hrs: The officer checked by with an on duty patrol unit at 2221 W. Dallas in regards to a disturbance call.

2005hrs: Several locations checked in the 1500 block of W. Gray.

2035hrs: The officer checked a location at 1938 W. Gray and observed no problems.

3-8-11 J. Obenhaus 1615-2115

1645hrs: While on patrol the officer checked and released a suspicious male in the 1500 block of Richmond.

1710hrs: Several locations checked in the 2400 block of Converse.

1740hrs: The officer arrested a male in the 700 block of Hyde Park for public intoxication.

1815hrs: Several locations checked in the 800 block of Hawthorne.

1837hrs: The officer observed a mental patient walking in the middle of the street in the 400 block of Sul Ross. The officer escorted the male back to his half way house at 501 Branard.

1910hrs: The officer arrested and charged two males with criminal trespass at 1022 Westheimer.

3-10-11 A. Girndt 1615-2115

1638hrs: The officer checked a suspicious vehicle at 2221 W. Dallas.

1725hrs: The officer checked a location at 3317 Montrose and observed no problems.

1739hrs: Several locations checked in the 400 block of Westmoreland.

1803hrs: The officer checked a location at Chelsea Market in the 4700 block of Montrose.

1925hrs: While on patrol the officer checked a location at 2075 Westheimer.

2030hrs: Several locations checked in the 1500-2000 blocks of W. Gray.

2100hrs: The officer gave a citizen directions in the 1600 block of Waugh.

3-11-11 V. Beserra/L. Laureano 2100-0200

2110hrs: The officers checked and released a male at Richmond/Montrose.

2135hrs: The officers checked a location at 3519 S. Shepherd and observed no problems.

2200hrs: While on patrol the officers arrested a male in the 700 block of Fairview for Possession of Marijuana and a Felony warrant out of New York for burglary.

0050hrs: The officers checked by with an on duty patrol unit on a trespasser call at 1017 Hawthorne.

0130hrs: Several locations checked in the 2900 block of S. Shepherd.

3-12-11 V. Beserra 1800-2100

1830hrs: While on patrol the officer checked and released a suspicious person in the 700 block of Hyde Park.

1906hrs: The officer checked a location at 4500 Dunlavy.

1930hrs: The officer arrested a male in the 3300 block of Montrose for 3 city warrants.

2010hrs: Several locations checked in the 1900 block of W. Gray.

2115hrs: While on patrol the officer checked by with an on duty patrol unit on a BMV in progress call at Richmond/Roseland.

2155hrs: Several locations checked in the 1400 block of Richmond.

3-12-11 K. Mountain 2315-0415

2318hrs: The officer issued one parking ticket in the 400 block of Pacific for blocking a fire hydrant.

2326hrs: The officer issued one parking ticket in the 600 block of Pacific for blocking a fire hydrant.

2355hrs: While on patrol the officer checked a location at 2221 W. Dallas and observed no problems.

0015hrs: The officer issued one parking ticket in the 500 block of Avondale.

0030hrs: Several locations checked in the 1900 block of W. Gray.

0100hrs: Several locations checked in the 1500 block of W. Gray.

0130hrs: The officer checked several locations in the 3900 block of Montrose.

0335hrs: While on patrol the officer checked by with an on duty patrol unit in regards to a trespasser at 1010 Waugh.

0350hrs: The officer checked a location at 4407 Yoakum.

3-12-11 V Beserra 1115-1615

1125hrs: The officer checked by with a patrol unit on a trespasser call at 535 Lovett. The suspect was gone on arrival.

1240hrs: Several locations checked in the 1000 block of Westheimer.

1335hrs: The officer checked and released a suspicious male at 2525 S. Shepherd.

1355hrs: While on patrol the officer checked a location at 2911 S. Shepherd and observed no issues.

1500hrs: The officer arrested a male for felony parole violation in the 800 block of Westheimer.

3-13-11 R. Kuo 1900-0000

1922hrs: The officer checked a location at 515 Westheimer.

2033hrs: While on patrol the officer checked a location at 3317 Montrose and observed no problems.

2126hrs: Officer checked several locations in the 2000 block of Montrose.

2225hrs: The officer checked a location at 4310 Dunlavy.

2305hrs: The officer checked a location at 2223 Montrose and observed no problems.

2340hrs: While on patrol the officer checked a location at 2221 W. Dallas.

3-14-11 J. Obenhaus 1615-2115

1640hrs: The officer checked a location at 1022 Westheimer.

1725hrs: Several locations checked in the 200 block of Avondale.

1750hrs: Several locations checked in the 1800-1900 blocks of Richmond.

1830hrs: While on patrol the officer warned a male for criminal trespass at 3317 Montrose.

2010hrs: Several locations checked in the 1400 block of California.

2030hrs: The officer checked several locations in the 400 block of Richmond.

3-17-11 A. Girndt 1615-2115

1633hrs: The officer checked a location at 1003 Richmond and observed no problems.

1645hrs: While on patrol the officer observed a suspicious event at 1537 Castle Court. The officer observed what she thought to be a possible burglary in progress. The officer observed no signs of forced entry.

1704hrs: The officer was flagged down by a citizen at 1604 Norfolk in regards to an open door on a residence. The officer investigated it and found to be no problems.

1830hrs: The officer handed out 250 crime prevention pamphlets in a strip center located at 1510 W. Gray.

1907hrs: The officer checked a location at 3317 Montrose and observed no problems.

1920hrs: Several locations checked in the 400 block of Westmoreland.

1945hrs: While on patrol the officer checked a location at Hyde Park and Converse.

2033hrs: The officer issued one parking citation in the 4300 block of Dunlavy.

3-18-11 J. Obenhaus 1615-2115

1620hrs: Several locations checked in the 200 block of Avondale.

1650hrs: The officer checked a location at 3317 Montrose and observed no problems.

1720hrs: The officer arrested a male in the 1400 block of W. Gray for soliciting a ride in the roadway.

1905hrs: The officer checked and released a male in the 600 block of Fairview.

2020hrs: The officer checked and released a male in the 2000 block of Taft.

3-18-11 V. Beserra/L. Laureano 2115-0215

2120hrs: While on patrol the officer checked a location at 4310 Dunlavy and observed no problems.

2225hrs: The officers checked and released two males in the 2400 block of Converse.

2350hrs: The officers issued one parking citation in the 2000 block of Kipling.

0054hrs: The officers arrested one male in the 2300 block of Grant for public intoxication.

0145hrs: While on patrol the officers arrested one male for 3 city warrants in the 700 block of Pacific.

3-19-11 V. Beserra 1630-2130

1630hrs: The officer met with a property owner at 106 Westheimer and discussed what the patrol service can do for him. The owner will sign a trespass affidavit next week and officers will begin warning and arresting trespassers at his location.

1720hrs: Several locations checked in the 2300 block of Grant.

1830hrs: The officer checked and released a male in the 1900 block of W. Gray.

1855hrs: While on patrol the officer checked a location at 1525 Westheimer and observed no problems.

1930hrs: The officer checked by with an on duty patrol unit at 3317 Montrose. The officers arrested one male for public intoxication in the 3300 block of Montrose.

0350hrs: Several locations checked in the 1900 block of W. Gray.

3-20-11 A. Girndt 0830-1330

0930hrs: The officer checked a suspicious vehicle in the 2100 block of Mason.

1018hrs: Several locations checked in the 3400 block of Montrose.

1050hrs: The officer distributed 250 crime prevention pamphlets to citizens at 2075 Westheimer.

1105hrs: Several locations checked in the 1500 block of W. Gray.

1152hrs: The officer checked a residence with an open door at 1122 Autrey.

1217hrs: The officer checked a vehicle with its trunk open in the 600 block of Branard. There was no sign of a BMV.

1228hrs: Several locations checked in the 400 block of Westmoreland.

1305hrs: The officer checked a location at 1919 W. Gray.

1312hrs: While on patrol the officer checked and released a suspicious male in the 600 block of W. Saulnier.

3-20-11 R. Kuo 1830-2330

1844hrs: The officer checked a location at 3317 Montrose.

1940hrs: Several locations checked in the 2000 block of Montrose.

2030hrs: While on patrol the officer checked a location at 4310 Dunlavy.

2130hrs: Several locations checked in the 500 block of Westheimer.

2230hrs: The officer checked a location at 3939 Montrose.

2250hrs: While on patrol the officer checked a location at 2221 W. Dallas.

3-21-11 V. Beserra 1615-2115

1617hrs: The officer checked by with a patrol unit on a hold up alarm in the 2100 block of Stanford. The alarm was false.

1640hrs: The officer checked a location at 1938 W. Gray and observed no problems.

1750hrs: The officer handed out 250 crime prevention pamphlets in the parking lot at 3317 Montrose.

1840hrs: Several locations checked in the 3500 block of S. Shepherd.

2000hrs: The officer distributed 250 crime prevention pamphlets on vehicles in the parking garage at 4310 Dunlavy.

2045hrs: The officer checked by with a patrol unit on a traffic stop in the 2700 block of Lincoln.

3-23-11 J. Obenhaus 1615-2115

1632hrs: The officer checked several locations in the 2000 block of Kipling.

1715hrs: The officer arrested a male in the 200 block of W. Alabama for soliciting funds in the roadway.

1800hrs: While on patrol the officer responded to an alarm call at 1616 W. Main.

1905hrs: The officer checked and released a male in the 2000 block of Taft.

2045hrs: While on patrol the officer checked several locations in the 200 block of Westheimer.

3-24-11 A. Girndt 1615-2115

1615hrs: The officer checked by with a patrol unit on an assault call at 1110 Westheimer.

1709hrs: Several locations checked in the 1000 block of Waugh.

1826hrs: The officer handed out 150 crime prevention pamphlets at 1938 W. Gray (Kroger).

1852hrs: Several locations checked in the 1500 block of W. Gray.

1910hrs: While on patrol the officer checked the area of Converse and Hyde Park.

1942hrs: Several locations checked in the 400 block of Westmoreland.

2054hrs: The officer issued one parking ticket in the 4300 block of Dunlavy.

3-25-11 K. Mountain 2315-0415

2317hrs: The officer was flagged down at 926 Westheimer in regards to a person down in the parking lot. The officer called for an ambulance and they took care of the male.

0025hrs: Several locations checked in the 400 block of Westmoreland.

0035hrs: The officer issued one parking ticket in the 600 block of Pacific for blocking a fire hydrant.

0045hrs: The officer checked a location at 115 Hyde Park and observed no problems.

0105hrs: While on patrol the officer checked a location at 2221 W. Dallas and observed no problems.

0110hrs: The officer issued one parking ticket in the 1100 block of Columbus.

0145hrs: Several locations checked in the 1500 block of W. Gray.

0215hrs: Several locations checked in the 4500 block of Graustark.

0240hrs: While on patrol the officer checked several locations in the 1000 block of Waugh.

0335hrs: The officer checked a location at 115 Hyde Park.

3-26-11 V. Beserra 0930-1430

0945hrs: The officer checked and released a male in the 2200 block of Montrose.

1035hrs: While on patrol the officer checked the park located at 4500 Dunlavy.

1120hrs: Several locations checked in the 1900 block of W. Gray.

1210hrs: The officer handed out 60 crime prevention pamphlets in the 2900 block of S. Shepherd.

1250hrs: The officer checked and released two males in the 800 block of Hyde Park.

1340hrs: While on patrol the officer checked by with a patrol unit at 2359 S. Shepherd on a forgery in progress call. The officers arrested one male for felony forgery.

3-26-11 K Mountain 2315-0415

2325hrs: The officer issued one parking ticket in the 600 block of Pacific.

2342hrs: The officer issued one parking ticket in the 900 block of Hyde Park.

0030hrs: While on patrol the officer checked a location at 1952 W. Gray and observed no problems.

0050hrs: The officer checked several locations in the 400 block of Westmoreland.

0105hrs: While on patrol the officer checked a location at 3317 Montrose.

0130hrs: The officer checked a location at 115 Hyde Park.

0140hrs: The officer issued one parking ticket in the 1100 block of Columbus.

0150hrs: While on patrol the officer checked a location at 2221 W. Dallas.

0230hrs: Several locations checked in the 3500 block of S. Shepherd.

0300hrs: Several locations checked in the 1500 block of W. Gray.

3-27-11 A. Girndt 0930-1430

1020hrs: The officer checked a location in the 1000 block of Milford.

1054hrs: Several locations checked in the 200 block of W. Alabama.

1100hrs: The officer checked a location in the 400 block of Westmoreland.

1120hrs: While on patrol the officer assisted the fire department with traffic control on a small fire at 3914 Roseland.

1150hrs: The officer checked a suspicious vehicle at 2221 W. Dallas.

1218hrs: The officer checked by with a patrol unit in the 800 block of Hawthorne on a disturbance call.

1300hrs: Several locations checked in the 2000 block of W. Gray.

1355hrs: While on patrol the officer checked by with an on duty patrol unit in the 4100 block of Montrose. The officer assisted in making an arrest.

3-27-11 R. Kuo 2030-0130

2101hrs: The officer checked a location at 3317 Montrose.

2124hrs: While on patrol the officer checked by with a patrol unit on actors on the ground in the 3800 block of Dunlavy.

2202hrs: Several locations checked in the 4300 Dunlavy.

2303hrs: The officer checked a location at 3939 Montrose and observed no problems.

2348hrs: Several locations checked in the 2000 block of Montrose.

0005hrs: While on patrol the officer checked a location at 2221 W. Dallas.

0031hrs: The officer checked several locations in the 300 block of W. Gray.

3-28-11 V. Beserra 1200-1700

1220hrs: The officer arrested a male in the 400 block of Richmond for soliciting funds in the roadway.

1305hrs: Several locations checked in the 300 block of W. Alabama.

1420hrs: The officer checked several locations in the 1900 block of W. Gray.

1524hrs: The officer checked by with a patrol unit in the 700 block of Hyde Park on several suspicious persons.

1550hrs: While on patrol the officer checked and released two suspicious males at 1915 W. Gray.

1620hrs: The officer checked by with a patrol unit at Montrose and Westheimer on a citizen chasing a suspect. The suspect was gone on arrival.

3-28-11 A. Day 1700-2300

1710hrs: The officer checked several locations in the 3400 block of Montrose.

1825hrs: While on patrol the officer checked several locations in the 1500 block of W. Gray.

1905hrs: Several locations checked in the 1900 block of W. Gray.

1930hrs: The officer checked a location at 2301 Montrose and observed no problems.

1955hrs: The officer checked and released a suspicious male in the 600 block of Hyde Park.

2050hrs: While on patrol the officer checked a location at 1302 Westheimer.

2115hrs: The officer checked a location at 1919 W. Gray.

3-29-11 J. Obenhaus 1615-2115

1631hrs: The officer checked and released a suspicious male in the 1400 block of Westheimer.

1640hrs: While on patrol the officer checked and released a suspicious male in the 1000 block of Westheimer.

1700hrs: The officer checked and released a male in the 800 block of Lovett.

1745hrs: Several locations checked in the 200 block of Avondale.

1850hrs: Several locations checked in the 1100 block of Lovett.

1902hrs: While on patrol the officer checked a location at 2030 Richmond and observed no problems.

3-31-11 J. Obenhaus/A. Girndt 1345-2115

1410hrs: Several locations checked in the 2000 block of Kipling.

1500hrs: The officer assisted an on duty patrol unit at Richmond and Montrose on a narcotics investigation.

1510hrs: The officer arrested a male in the 400 block of Richmond for soliciting funds in the roadway.

1650hrs: The officers arrested a male in the 200 block of W. Alabama for soliciting funds in the roadway.

1751hrs: Several locations checked in the 400 block of Westmoreland.

1920hrs: The officer assisted a citizen with directions in the 800 block of Chelsea.

1950hrs: The officer issued 2 parking citations in the 4300 block of Dunlavy for parking in a tow a way zone.

2016hrs: Several locations checked in the 2000 block of Westheimer.

3-31-11 L. Jaquarya 2300-0400

2330hrs: The officer warned a male for criminal trespassing at 2525 Westheimer.

0010hrs: The officer arrested a male for criminal trespass at 2525 Westheimer.

0107hrs: The officer checked a location at 922 W. Alabama and observed no problems.

0140hrs: While on patrol the officer checked by with an on duty unit on a traffic stop in the 2500 block of Stanford.

Arrest Totals

Felonies	5
Misdemeanors	12
Tickets	0
Parking Tickets	14
Misd. Warrants	6
Bodies in Jail	17

MONTROSE DISTRICT AGENDA MEMORANDUM

TO: Montrose Management District Board of Directors
FROM: David Hawes, Executive Director
DATE: April 11, 2011
ITEM 10: Receive report from the Business and Economic Development

The Montrose Management District Business and Economic Development Committee held a meeting on Wednesday, March 9, 2011, at 5:00 p.m. Tradition bank, 5020 Montrose, Suite 200 Houston TX 77006.

Montrose Management District Board Members present were Claude Wynn, Tammy Manning and Dr. Randy Mitchmore. Other Committee members: Gene Creely.

Staff members present Gretchen Larson, Josh Hawes and Ray Lawrence.

Public present was Pahl Samson with CURB Branding

The Committee was called to order at 5:15 p.m. and was adjourned at 6:15 p.m.

THE COMMITTEE CONSIDERED THE FOLLOWING:

- a. Meet with Curb Branding staff to discuss initial plans and projects associated with the development of a District logo.
- b. Overview of business and economic development initiatives and upcoming projects and programs.
- c. Identify and consider other potential candidates to serve on the committee and discuss date and time of regular monthly committee meeting.

COMMITTEE RECOMMENDATIONS:

None at this time.

FISCAL NOTE:

Not applicable.

MEMORANDUM

TO: Montrose District Board of Directors
FROM: District Executive Director
DATE: April 11, 2011
SUBJECT: Business and Economic Development Committee Meeting

The Business and Economic Development Committee met on Wednesday, March 9 at 5:00 p.m. at Tradition Bank, 5020 Montrose Blvd., Suite 200, Houston TX 77006

Montrose District Board & Committee Members present were; Claude Wynn, Tammy Manning, Dr. Randy Mitchmore and Gene Creely.

Staff members present were Gretchen Larson, Josh Hawes and Ray Lawrence. Guests present: Pahl Samson of CURB Branding.

The Committee was called to order at 5:15 p.m. and was adjourned at 6:15 p.m.

THE COMMITTEE CONSIDERED THE FOLLOWING:

1. Receive reports and consider recommendations from the Committee related to:
 - a. Meet with Curb Branding staff to discuss initial plans and projects associated with the development of a District logo.

The committee members discussed with Pahl Samson of CURB Branding the various questions that they'd like to see asked and what the District in general, meant to them as stakeholders. Pahl outlined his general strategy with the questions and the purpose behind the concept of the survey and the direction that he hoped would come from the results. After discussion among the members, the committee asked that staff work with Pahl to fine tune the questions so that the survey could be distributed as soon as possible. Staff noted that they would return the final questions to the committee for final comments before distribution.

- b. Overview of business and economic development initiatives and upcoming projects and programs.

Ray Lawrence gave a general overview of his expertise and experience in economic development. Ray discussed with the committee the differences in the work that both he and Ms. Larson would undertake on behalf of the District. Ms. Larson noted that for the time being that Ray and she would meet jointly with the committee until there were more committee members in order to not overburden the current committee with additional meetings. She noted that staff is recommending that two future committees be formed, business and economic development and PR and marketing/business development. The key difference in the two strategies was to have a concentrated focus on bringing in new investment and jobs into the District, which was Mr. Lawrence, would oversee, while the second would be focused on marketing the District services and addressing the needs and concerns of the current businesses.

- c. Identify and consider other potential candidates to serve on the committee and discuss date and time of regular monthly committee meeting.

Staff asked that the committee pass along names and contact information of property and business owners who they thought might be interested in serving on the business committee. Board Member Wynn noted that he'd like to see everyone on the board share names with staff.

The staff polled the committee as to whether the 2nd Wednesday at 5:00 p.m. was still the best meeting times for the committee now that they had moved to a new location at Tradition bank. The committee members stated that indeed this schedule worked well for them.

MEMORANDUM

TO: Montrose Management District Board of Directors

FROM: David Hawes

DATE: April 11, 2011

SUBJECT: Agenda Item #11; Receive and consider recommendations from the Visual Improvements and Cultural Promotions Committee related to:

- a. Authorize the expenditure of funds related to the installation, labor and professional fees for relighting the Montrose bridge in an amount not to exceed \$39,000
- b. Approve partial funding towards the construction of the Wilson Wonderground SPARK Park in the amount of \$5,000 dollars plus an additional \$5,000 once SPARK designation has been granted by the city

The Montrose Management District Transportation Committee held a meeting on Wednesday, March 22nd, 2011, at 10:00 AM in the small conference room at Traditions Bank located at 5020 Montrose, Suite 200; Houston, TX 77006.

Montrose Management District Board members present were Claude Wynn, Tom Fricke and David Robinson.

Committee Members present were Claude Wynn, Tom Fricke and David Robinson.

Staff member present was Josh Hawes

Members of the public were John Bos, Mureen McNamara and Dawn Cullawny

The Committee was called to order at 10:32 AM and was adjourned at 12:15 AM.

THE COMMITTEE CONSIDERED THE FOLLOWING:

1. Review and Discuss proposal concerning Montrose Bridge lighting.
2. Review and Discuss proposal concerning Wilson Wonderground SPARK Park.

COMMITTEE RECOMMENDATIONS:

1. The committee recommends that the Board authorize the expenditure of funds related to the installation, labor and professional fees for relighting the Montrose bridge in an amount not to exceed \$39,000.
2. The committee recommends that the Board approve partial funding towards the construction of the Wilson Wonderground SPARK Park in the amount of \$5,000 dollars plus an additional \$5,000 once SPARK designation has been granted by the city.

We are pleased to submit this fee proposal to the Montrose Management District to provide limited professional services for the design of new lighting on the Montrose Bridge. It is understood that the scope of services will include architectural (RdlR Architects) and lighting design (Bos Lighting). This fee is based on the following assumptions:

- It is assumed that the existing power and wiring for the Fiber Optic bridge lighting will not have to be re-designed for the new proposed LED lighting scheme. Therefore Electrical Engineering is excluded from our scope of services
- It is also assumed that the demolition of the existing lighting and new lighting installation will be done through TxDOT's on-going maintenance contractor, and will not require a bidding process
- The Montrose Bridge fiber optic lights will be replaced with a multi-color programmable LED lighting system

Scope of Work

RdlR Architects and Bos Lighting will provide the following services:

- Assist in the negotiations between TxDOT, City of Houston, and the Montrose Management District
- Documentation (scoping drawings, details, and specifications) for the proposed LED lighting system
- Coordination of the lighting design and installation with TxDOT
- Review and approval of lighting submittal and/or shop drawings

Fees and Terms

Professional fee for the Basic Services outlined above will be a lump sum fee of \$3,000. At this time we don't anticipate a need for comprehensive Construction Administration services and therefore are excluded from this scope of services. If required and requested, we will provide a fee proposal for these additional services.

Rey de la Reza, FAIA, | principal

RdlR ARCHITECTS, INC.

ARCHITECTURE | PLANNING | INTERIORS.

1245 West 18th Street, Houston, TX 77008

tel: 713.868.3121 X224 fax: 713.802.0112

www.rdlr.com

Dear Claude and Josh,

It was a pleasure speaking with you both and on behalf of the Mayor's office I would like to thank the Montrose Management District for considering a proposal to fund the lighting enhancements for the Montrose Bridges. I and Rey are unable to come to your meeting tomorrow but John Bos, who was the original lighting consultant for the project, will be present to answer any technical questions.

Citizens keep contacting us and asking when the bridges will be relit! It is particularly important as we have some very special conventions coming up starting the third week in May. The American Association of Museums will bring in 8,000 delegates from around the world and will be focused on the Museum District area. Also, the Association of Children's Museums is having their national conference with an estimated 800 delegates. In June the Senior Olympics is coming to Houston and I am told this could be in excess of 10,000 people!!!

Clearly, the bridges are an iconic symbol of Houston and your efforts to help are most appreciated. Please advise if there is anything we can do going forward. Andy Icken's office has also been involved with this and stands ready to assist.

Thank you,

Minnette B. Boesel

Mayor's Assistant for Cultural Affairs
901 Bagby, Fourth Floor, City Hall
Houston, TX 77002
(832) 393-1097

MINNETTE,

Attached is the report on the bridge lighting replacement. As you will see, there are two options for the lighting fix. One is to replace the fiber optic drivers (Metal Halide light source) and re-attach the fiber optic rods to the bridge structure. John Bos was unable to find an LED fixture that could be used to drive the light through the fiber optic rods. LEDs are not yet powerful enough to drive the light the distance required. There are 8 drivers, in four locations, in each bridge. The cost for the replacement fixtures only, should about \$9,000 per bridge.

The second option is to replace the fiber optic lights with an LED lighting system. The cost for white, non-changing color, LEDs should be about \$23,500 per bridge (assuming about 380 lf). The labor required for either option should be the same, thus the cost for either installation should be the same or very similar. The things to consider are the lamp life difference and availability to provide regular maintenance. The Fiber Optic system uses Metal Halide lamps, by the analysis on the report, the lights need to be replaced every 21 to 33 months. The light source box (driver) will also need regular cleaning maintenance, as the cooling fans in the driver apparently draw in soot and dust from the air, causing dimming of the light source and/or premature light failure. The LED lights should last 11.5 to 17 years and normally would require no intermediate maintenance. Considering the labor costs, and difficulty getting maintenance to tend to the fixtures, the LED system becomes an appealing option.

John Bos and I are available to provide you further assistance, to help you make the decision, or when a decision is made.

Rey de la Reza, FAIA, | principal

RdIR ARCHITECTS, INC.

ARCHITECTURE | PLANNING | INTERIORS.

1245 West 18th Street, Houston, TX 77008

tel: 713.868.3121 X224 fax: 713.802.0112

www.rdlr.com

December 2010

To: Rey de la Reza, RDLR Architects
From: John F. Bos, Bos Lighting Design
Re: Bridge Arches over Highway 59

After our site visit I reviewed our drawings and made some inquiries as to the best solution to the existing installation. While we were there I went up to inspect the light fixtures (illuminators) and see their condition and the fibers condition.

Solution #1 Replace the drivers and attach the fibers to the bridge structure as originally planned.

The existing drivers were in poor condition and need to be replaced.
The existing fiber seems to have never been installed correctly. This would need to be remedied per the original details.
Costs for this would be new drivers, channels for fiber to rest in and their attachments and labor. There are 8 drivers per bridge which cost approximately \$ 1100 each. Lamps are \$105.00 per driver.
The plus side is upfront cost. We own the fiber already.
The negative is lamp life for the lamp is still approx, 10,000 hours which means they need to be on a program to group relamp every 8000 hours. Assuming 12 hours a day that would be every 21 months. If a timeclock was introduced and it burned only 8 hours a day staying off from 2 hours before sunrise back 4 hours then the cycle would be 33 months.

Solution #2 Redo the installation in LED technology.

The existing power locations would be used for the LED drivers. All other parts and pieces would be replaced. LED tubes approximately $\frac{3}{4}$ " in diameter would be attached to the existing channels. It is assumed these would be a constant color but could be color changing per the original intent. The plus side is lamp life. White LEDs are, conservatively 50,000 hours but some of the major suppliers are now claiming 65,000 hrs. LEDs do not "burn out" typically and life is to 80% of original light output so there is no

BOS LIGHTING DESIGN


1245 WEST 18TH STREET HOUSTON, TEXAS 77008 713-869-9559 WWW.BOSLIGHTINGDESIGN.COM

need to “depreciate” hours. Using the conservative number that would mean a 11.5 year replacement cycle at 12 hours per day or 17 year cycle at 8 hours per day. If we look to color changing the lamp life is significantly longer as white is the shortest lamp life.

The negative is cost with the LED fixture running about \$62.00/ft for a white and \$110/ft for color changing for all of the parts and pieces.

There are no LED drivers with enough power to light the existing fibers that I can find.

Please let me know if there any questions I can answer or assist with.

Respectfully,

John F. Bos, IALD

From: Stuart Corder [mailto:Stuart.Corder@txdot.gov]
Sent: Friday, March 11, 2011 4:36 PM
To: bailey@mooreonmontrose.com
Subject: US 59 Arch Bridge Decorative Lighting

This email is for Bailey Moore.

Bailey it was good to talk with you on the phone today about the arch bridge decorative lighting. The Texas Department of Transportation does maintain those lights and we know they are not in good shape at this time. We obtained estimates to repair them some time back, and they were over \$ 90,000.

After that , we had the opportunity to meet with the City of Houston and also the original designer of the lights to get a better understanding of how they were intended to operate, and see if there were ways to use new , more low maintenance technology that would bring about a way to get these fixed , and make them the gateway we know the community desires. We also desire this, but admittedly have no experience maintaining this type of system.

In December , the original designer gave us 2 possible designs to consider. One would replace existing features and we would straighten the fiber lights. Another option would use LED lights that would be longer lasting. We are evaluating options.

We have agreed to try and get one bridge working , and see how it performs, then make a decision on how to proceed with the others.

As I mentioned on the phone, with respect to budgets, we are very limited just like every other governmental office right now. The funds used to get these decorative lights come from our basic maintenance funding, that is used to repair street lighting and traffic signals in our 6 county District.

I hope this is informative.

Stuart Corder
Director of Transportation Operations
TxDOT- Houston District
P.O. Box 1386
Houston , Texas 77251
(713) 802 - 5171 Phone

=====

Wishing on a four-leaf clover to help beautify Texas roads? Check out TxDOT's Adopt-a-Highway Program at www.dot.state.tx.us/trv/aah/ and help make that wish come true.

DREAM, DONATE... Wilson Wonderground

Natural Play Space & Athletics Field for kids of all ages...

- Increased property values in inner-city Houston
- Build bodies and minds beyond the classroom
- Raise community support for your SPARK Park

As a long-standing focal point in our diverse and vibrant community, Wilson Wonderground SPARK Park will bring exercise, learning, creative play, and artistic expression to students and neighbors alike in a secure environment that combines community event space and learning space. Achieving this goal will take the combined dedication and enthusiasm of you our community, you our parents, you our business owners, you our neighbors. **This is your park!**

Our current goal is \$379,000. The good news is we already have pledges for over one quarter of the funding, but we can't make the dream real without you. We are asking for your strong and early commitment to this dream, today!

DONOR FORM

(all donors get ad space in 2011/2012 Wilson Montessori directory)

- ☐ **Majestic Oaks \$10,000+**
Donors listed prominently on plaques, named play area, t-shirt, website
- ☐ **Track Trail Blazers \$5,000+**
Donors recognized on plaque, play area, t-shirts, website
- ☐ **Dry Creek Rowers \$1,500+**
Donors honored on plaque, t-shirts, and website
- ☐ **Tree Climbers \$500+**
Donors honored on tile, t-shirts, website
- ☐ **Acorn Gatherers \$ monthly**

A painless monthly commitment to SPARK in Wilson's name to buy trees, equipment, or wild flowers:

For only 15 months (Starting Dec. 1, 2010), commit to a monthly draw from your credit card or account:

____ \$15 (just 50 cents a day!) ____ \$25 ____ \$50 ____ \$100
____ \$150 ____ \$200 ____ \$250 other \$(____)

CREDIT CARD TYPE OR BANK NAME: _____
CREDIT CARD NUMBER OR ACCOUNT NUMBER: _____
EXPIRATION DATE OR ROUTING NUMBER: _____
NAME ON CARD OR ACCOUNT: _____
Contact number (in case of problem only): _____

☐ **Other Donation** (online at www.wilsonspark.org)
☐ **Deep Well Diggers**
Commit now to volunteer hours!
NAME AND E-MAIL HERE: _____

Make checks payable to **SPARK Park, Wilson Wonderground**
SPARK, PO Box #1562, Houston, TX 77251
SPARK is a 501(c)(3) non-profit organization.
All donations to SPARK are tax-deductible.

Please copy this form and ask your employer for a matching donation.

ABOUT THE SPARK SCHOOL PARK PROGRAM

The SPARK Park Program was created in 1983 to develop school parks into neighborhood parks as a way to increase green space in Houston. Wilson SPARK Park gates open after school activities end and throughout weekends, holidays, and summer months for everyone to enjoy. To learn more, visit: www.sparkpark.org.

ABOUT WILSON MONTESSORI SCHOOL

Located in the heart of Houston's historic Montrose district, Wilson has been educating and nurturing children since 1924. There are currently almost 500 children in the pre-kindergarten through 8th grade Montessori Magnet program. Wilson is HISD's first and only campus with a completely Montessori curriculum. Wilson Montessori is a 100% Title I School, with over 50% of the students eligible for free or reduced price lunch. To learn more, visit: <http://es.houstonisd.org/WilsonES/>

ABOUT SCOTT MCCREADY,

WILSON WONDERGROUND SPARK PROJECT ARCHITECT

Wilson parent Scott McCreedy is a licensed landscape architect/site planner with the SWA Group, an internationally recognized design firm. He brings over 16 years of experience with site planning, landscape architecture and urban design and has worked on many award winning projects both in Houston and abroad. The innovative designs Mr. McCreedy created and donated to Wilson Wonderground SPARK Project are testament to the strong level of parent commitment that Wilson Montessori engenders.

ABOUT ELENA CUSI WORTHAM,

WILSON WONDERGROUND SPARK PROJECT ARTIST

Wilson grandparent Elena Cusi Wortham is a renowned ceramic artist who has been involved in public art for many years. She has worked with SPARK School Park Program as artist of record at several public school locations. Ms. Cusi Wortham's SPARK projects always include hands-on participation by the school's children.

ABOUT NATURAL PLAY SPACES

Natural play space design combines organic materials such as wood, rock, sand, and native plants in park features to create safe and accessible play, social, and learning opportunities. The goal is to get the children outside playing and moving, enjoying and learning about nature. Natural play spaces are intriguing areas in our inner-city environment. They also support the principles of Montessori education, providing hands-on learning and creative play opportunities for children of all ages.

HOW CAN I LEARN MORE AND HELP?

Visit www.wilsonspark.org to view Wilson Wonderground SPARK Project plans and supporting materials, including on-line donation forms. You may also email info@wilsonspark.org or contact:

Maureen McNamara
713-826-0227

SPARK Director:
Kathleen Ownby
Mayor's office 832-393-0911

**WILSON
WONDER
GROUND**
your **SPARK** park

PRINTING DONATED BY
MASTERPIECE LITHO
713.869.9990

www.wilsonspark.org

COMING SOON...
A NATURAL PLAY SPACE AND
RECREATION FIELD

**WILSON
WONDER
GROUND**
your **SPARK** park

WITH YOUR HELP, IT'LL BE
A WALK IN THE PARK!

www.wilsonspark.org



This is your Park!

WILSON WONDER GROUND

WINDSOR

YUPON

FAIRVIEW

NORTH

1. New Athletics Lawn

Featuring a new playing field, measured running track of recycled rubber, new shade trees, possibly a disc golf course and much needed drainage.

2. Lowland Habitat Garden in Dry Creek Bed (Phase 1)

The central entry bridge will have a vine covered trellis at the gateway. A new metal picket fence will replace the chain-link fencing. Extensive earthwork will form a lowland swale with cobble surface, wooden plank walk with deck, and stepping stones. The hand pump will add an inter-active water feature at the sand and fossil play area. The entire dry creek will be planted with native Texas plants. Hardwood mulch and native Texas trees will cushion and shade the space. An old rowboat may be inserted at one end for imaginary play. This space may include learning stations on sustainability with native Texas flora and fauna.

3. Sun Garden (Phase 1)

The terrain will be built-up to form a gently rolling berm that will be seeded with wildflowers and planted with native ornamental trees. A turf play hill can double as a rolling surface or amphitheatre seating to view games and outdoor classroom activities on the nearby deck that doubles as a stage.

4. Natural Play Garden 1 (Phase 1)

The wooden deck stage around the giant oak will make the "Friends Circle" an inviting place for lessons or small performances. A flush concrete band will curve throughout and rise up to become a seat wall facing the deck stage area. ADA accessible concrete walk will echo the curved path of the wall, and ribbon throughout the natural play space. Picnic tables will create an inviting place for families or classes to meet. A chalkboard wall, fallen tree climbing sculpture, and hopping stones will be part of the whimsical play space along with inlaid hopscootch, climbing ropes in trees, and interactive music chimes. The space will be filled with artwork tiles created by SPARK artist Elena Cusi Wortham with the Wilson School children.

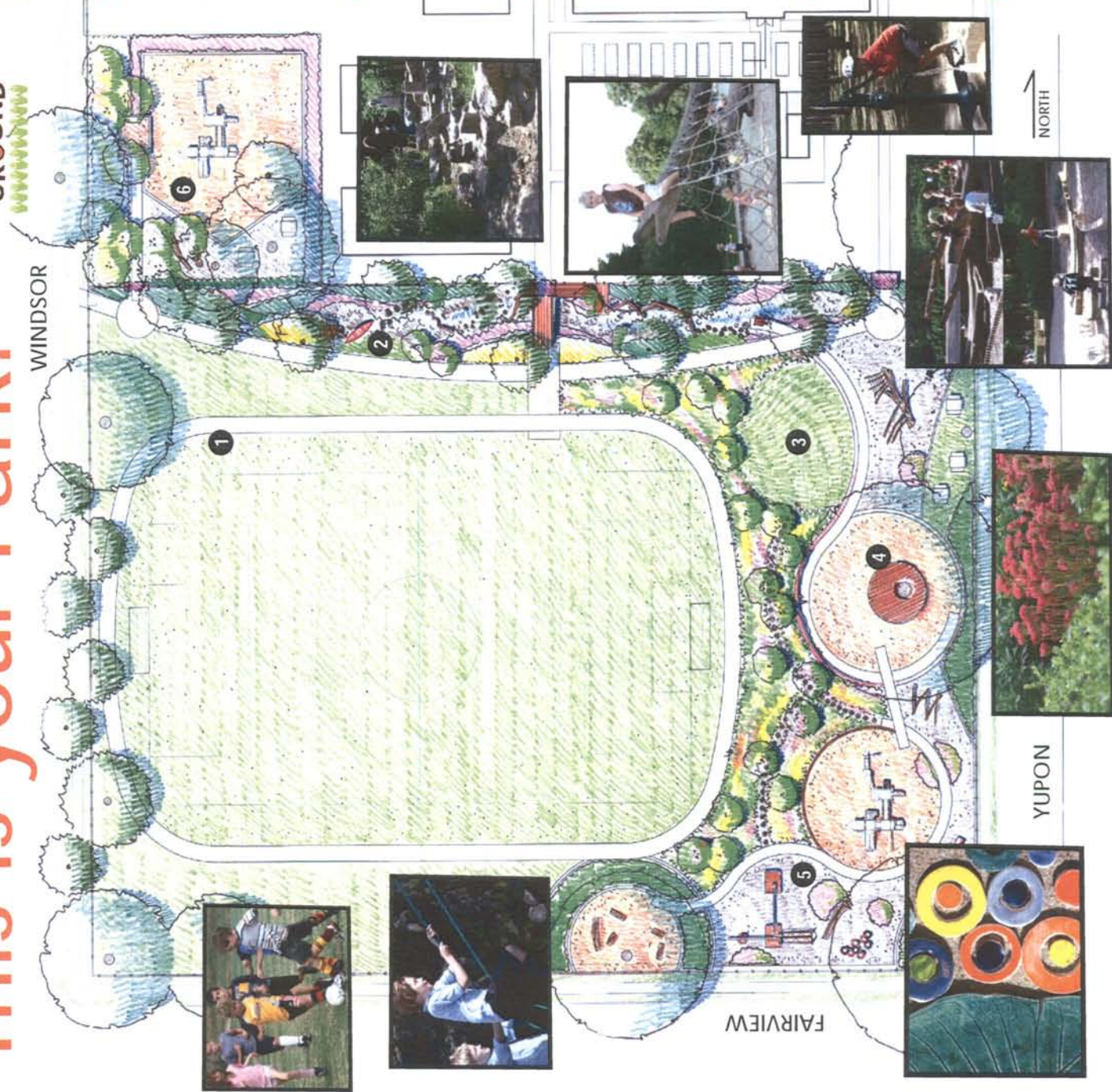
5. Natural Play Garden 2 (Phase 2)

The concrete walk from the Natural Play Garden area continues and wraps the southern oak seating circle.

New natural play spaces will be created, possibly incorporating rope bridges as seen at the Houston Arboretum, recycled tires, etc. Finally, the natural seating circle will be ideal for reading poetry, journaling, or chatting with friends on the natural log benches around the majestic oak.

6. SPARK Childhood Playground Enhancements

A new sand play area with native wildflower plantings and shade trees will bring new energy to Wilson's original SPARK Park. The comfort and beauty of this space will grow over time with a new entrance trellis covered in vines.



MEMORANDUM

TO: Montrose Management District Board of Directors

FROM: David Hawes

DATE: April 11, 2011

SUBJECT: Agenda Item #12; Consider recommendation from the Transportation Committee to fund a contract with Walter P Moore for completion of a Transportation Inventory of the West Service Area in the amount of \$129,500.

The Montrose Management District Transportation Committee held a meeting on Wednesday, March 22nd, 2011, at 10:00 AM in the small conference room at Traditions Bank located at 5020 Montrose, Suite 200; Houston, TX 77006.

Montrose Management District Board members present were Claude Wynn and Tom Fricke.

Committee Members present were Claude Wynn and Tom Fricke.

Staff member present was Josh Hawes.

Members of the public were John Bos, Mureen McNamara and Dawn Cullawny.

The Committee was called to order at 10:05 AM and was adjourned at 10:32 AM.

THE COMMITTEE CONSIDERED THE FOLLOWING:

1. Reviewed and discussed the proposal from Walter P Moore for the purpose of the Transportation Inventory for the West Service Area.

COMMITTEE RECOMMENDATIONS:

1. The committee recommends that the Board approves the proposal and contract with Walter P. Moore for a Transportation Inventory of the West Service Area in the amount of \$129,500.

WALTER P MOORE

March 22, 2011

Mr. Josh Hawes
Director of Services
Montrose Management District
P.O. Box 22167
Houston, Texas 77227-2167

Re: Proposal for Additional Traffic Engineering Services
Comprehensive District Wide Mobility Study – Phase 1
Expansion of Study to West Montrose
Walter P Moore Proposal No. P11-0527

Dear Mr. Hawes:

We are pleased to submit this proposal to provide additional traffic engineering consulting services for the first phase of a comprehensive district wide mobility study for the western portion of the Montrose Management District in Houston, Texas. This proposal is intended to expand the existing study that was completed for the East Montrose Management District that addressed the highest priorities among the tasks submitted in our February 6, 2009 proposal to the District. This agreement is presented to establish the basis for commencement of our portion of the Work. Our understanding of the scope of the project is as follows.

Scope of Project

The Montrose Management District has been established to achieve numerous objectives, many of which are mobility-related. The high-level goals of the mobility study include the following:

- Improve safety
- Reduce spillover parking from businesses into residential neighborhoods
- Make the streets of the District more conducive to walking
- Make the District a place where existing businesses can succeed
- Make the District an attractive to new businesses
- Maintain the character of the District

It is our understanding that the District wants Walter P Moore to continue the first phase of a comprehensive district wide mobility study for the western portion of the District. The study will include an inventory of existing conditions and preparing reports summarizing improvements that are necessary to help the District reach its mobility goals.

Scope of Services

We propose that our scope of Additional Services include the services described in the attached Schedule C4C. Based on the original study, major thoroughfares and collectors were included in the study.

Mr. Josh Hawes
Montrose Management District
March 22, 2011
Page 2

For these additional services, it is proposed that the following roadways be included:

- West Dallas from Shepherd to Montrose
- West Gray from Shepherd to Montrose
- *Fairview from Shepherd to Montrose*
- Westheimer from Shepherd to Montrose
- West Alabama from Shepherd to Montrose
- Richmond from Shepherd to Graustark
- Montrose from US 59 to Bissonnet/Binz
- Waugh from West Dallas to Westheimer
- Commonwealth from Waugh to Lovett
- Dunlavy from West Dallas to US 59
- *Shepherd from West Dallas to US 59*

We understand that you will provide overall project management for the Project. We will participate in a cooperative effort to assure that our portion of the Project is coordinated with work by others.

Fee

We propose to provide the expanded Comprehensive District Wide Mobility Study – Phase 1 on a time and expense basis in accordance with the terms and conditions as set forth in our agreement for Basic Services dated March 5, 2009 and executed on March 18, 2009.

Full Scope

The proposed maximum fee for this work is \$129,500 plus miscellaneous reimbursable expenses, such as delivery, local mileage, and printing fees. We estimate that the reimbursable expenses for this project will be approximately \$3500. The proposed fee for the full scope is broken down as follows:

Task	Estimated Maximum Fee
	Full Scope
Parking Evaluation	\$ 42,500
Pavement Evaluation	\$ 25,000
Safety Study	\$ 22,000
Sidewalk and Crosswalk Evaluation	\$ 29,000
Review of Cut-Through Traffic	\$ 11,000
TOTAL	\$129,500
<i>Reimbursable Expenses</i>	<i>\$ 3,500</i>

Reduced Scope

If it is determined that the District wants to conduct this additional study in stages, we recommend removing two roadway segments from the study: Fairview from Shepherd to Montrose and Shepherd from West Dallas to US 59. If the reduced scope is preferred by the District, the proposed maximum fee for this work is \$97,500 plus miscellaneous reimbursable expenses, such as delivery, local mileage, and printing fees. We estimate that the reimbursable expenses for this project will be approximately \$2500. The proposed fee for the reduced scope is broken down as follows:

Task	Estimated Maximum Fee Reduced Scope
Parking Evaluation	\$ 32,000
Pavement Evaluation	\$ 18,500
Safety Study	\$ 16,500
Sidewalk and Crosswalk Evaluation	\$ 21,500
Review of Cut-Through Traffic	\$ 9,000
TOTAL	\$ 97,500
<i>Reimbursable Expenses</i>	<i>\$ 2,500</i>

Client Supplied Information

In order for us to proceed with the work toward accomplishment of the project schedule, we will need the following information from the Client that we understand will be provided to us prior to commencement:

1. The attached copy of this agreement, executed

We understand that you will furnish us in a timely manner with full information regarding special conditions or criteria for the Project or special services needed, and also make available to us all other pertinent existing data of which you are aware.

Additional Services

Specifically excluded services include design of roadways, intersections, and traffic control devices; structural design, surface and garage parking layouts and functional design, traffic signal warrant studies, traffic impact studies, traffic control plans, demolition services, and construction phase services. The services are excluded because the scope is still undefined, the work is not anticipated to be required, or the work is to be provided by others. If it becomes necessary for Walter P Moore to provide any of these or other services beyond the scope of our Basic Services and said services are authorized by the Client, they will be performed for an additional fee on a time and expense basis in accordance with the terms and conditions of our base agreement or upon a fee basis established at such time as the scope of work is defined.

Project Schedule

We will strive toward the achievement of any project schedule that may be determined appropriate for the Project. Our fees are based on the Project being executed in a timely manner without significant delays. We are prepared to begin our work immediately after receipt of an executed copy of this agreement.

This letter agreement, our original agreement for basic services, and Schedule C4C represent the entire understanding between us with respect to the Project and may only be modified in writing, signed by both of us. If it satisfactorily sets forth your understanding of our agreement, we would appreciate your signing one of the enclosed copies of this letter agreement in the space provided and returning it to us.

Mr. Josh Hawes
Montrose Management District
March 22, 2011
Page 4

We very much appreciate the opportunity to provide these services to you and look forward to our continued work with you on this important project.

Yours very truly,
WALTER P. MOORE AND ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read "Jennifer L. Peek".

Jennifer L. Peek, P.E., PTOE, PTP
Principal

Accepted this _____ day of _____, 2011.

Company: _____

By: _____

Title: _____

Attachments: Schedule C4C

SCHEDULE C4C

Scope of Additional Services

Comprehensive District Wide Mobility Study – Phase 1 West Montrose

For Phase 1 of the Mobility Study, the tasks to be conducted by the TRAFFIC ENGINEER will be limited to roadways segments that are designated as Major Thoroughfares or Major Collectors on the City of Houston's Major Thoroughfare and Freeway Plan. Tasks I through IV, described below, will be conducted for the following streets in this phase of the mobility study (known as the "study area" throughout the rest of the document):

- West Dallas from Shepherd to Montrose
- West Gray from Shepherd to Montrose
- *Fairview from Shepherd to Montrose (full scope only)*
- Westheimer from Shepherd to Montrose
- West Alabama from Shepherd to Montrose
- Richmond from Shepherd to Graustark
- Montrose from US 59 to Bissonnet/Binz
- Waugh from West Dallas to Westheimer
- Commonwealth from Waugh to Lovett
- Dunlavy from West Dallas to US 59
- *Shepherd from West Dallas to US 59 (full scope only)*

I. Parking Evaluation

- A. TRAFFIC ENGINEER will conduct a parking evaluation in the study area where commercial development is present.
- B. TRAFFIC ENGINEER will inventory existing no-parking zones.
- C. TRAFFIC ENGINEER will conduct a cursory parking utilization survey during peak periods (normal business day and weekend) to identify areas where parking capacity is exceeded.
- D. TRAFFIC ENGINEER will identify potential locations where shared parking may be used. For example, there may be business with surplus parking spaces during nights and weekends that could be shared with entertainment businesses.
- E. TRAFFIC ENGINEER will identify potential locations for public parking lots or garages.

II. Pavement Evaluation

- A. TRAFFIC ENGINEER will inventory the roadway pavement in the study area.
- B. TRAFFIC ENGINEER will identify areas in need of immediate repair.
- C. TRAFFIC ENGINEER will make formal requests to the city for immediate repairs
- D. TRAFFIC ENGINEER will identify pavement conditions for areas without immediate needs and prioritized roadway sections for pavement repairs.
- E. TRAFFIC ENGINEER will develop an implementation timeline for design and construction of pavement repairs.
- F. TRAFFIC ENGINEER will coordinate recommended improvements with known projects such as CIP street or utility projects which could result in street reconstruction.

III. Safety Study

- A. TRAFFIC ENGINEER will inventory existing signs within the study area.
- B. TRAFFIC ENGINEER will inventory existing intersection control measures in place
- C. TRAFFIC ENGINEER will visually identify intersections that appear to have deficient intersection sight distances.
- D. TRAFFIC ENGINEER will inventory existing pavement markings.
- E. TRAFFIC ENGINEER will determine locations that need new or refreshed pavement markings.

IV. Sidewalk and Crosswalk Evaluation

- A. TRAFFIC ENGINEER will inventory sidewalk conditions within the study area.
- B. TRAFFIC ENGINEER will identify locations that may be tripping hazards and require repairs.
- C. TRAFFIC ENGINEER will identify locations where there are no sidewalks and where pedestrians are active.
- D. TRAFFIC ENGINEER will identify sidewalk locations that have obstructions to pedestrians (utility poles, branches, or parked vehicles).
- E. TRAFFIC ENGINEER will create a prioritized list of sidewalk improvement projects.
- F. TRAFFIC ENGINEER will review existing crosswalks at primary intersections.

V. Review of Cut-Through Traffic

- A. TRAFFIC ENGINEER will review existing signs prohibiting turns at several intersections during specified times of day.
- B. TRAFFIC ENGINEER will meet with the City of Houston to determine when and why the signs were installed.
- C. TRAFFIC ENGINEER will observe traffic operations to see if signs are being obeyed.
- D. TRAFFIC ENGINEER will determine if there are easy cut-through routes in the District.
- E. TRAFFIC ENGINEER will identify locations where additional signs need to be installed.
- F. TRAFFIC ENGINEER will identify alternative measures to reduce cut-through traffic.

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

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

MONTROSE MANAGEMENT DISTRICT

SERVICE PLAN

MONTHLY REPORT

MARCH 7 - APRIL 11, 2011

PROJECTS

COMMITTEE ACTIVITY

STAFF ACTIVITY

PROJECTS

Economic Development

Staff worked during the month with the business committee members on the questions for the survey to be distributed by CURB regarding development of a District logo. The survey was launched on March 27 after review and refinement of the questions by the committee members. Staff will be working closely with the consultant on the compilation of the results.

Staff is also working on a brochure for distribution to the property owners on District services. In addition we are also in discussions with Tradition bank regarding a recycling event after creation of the District logo. Staff has met with several property owners in the area to discuss possible service on the various committees.

Staff is working with the city regarding a recycling service for the area businesses that the city is interested in launching a pilot project for in the Montrose. Board Member Hubbard provided the opportunity for staff to participate in a HTV interview on the merits of the program and the District's interest in recycling projects and upcoming plans.

COMMITTEE ACTIVITY

Economic Development Committee

The Business and Economic Development Committee met on March 9th to discuss the survey questions for development of the District logo. The minutes for that meeting are included in the board packet for review. A joint meeting of the business and visual improvements committees is slated to take place on Thursday the 14th.

Environmental and Urban Design Committee

The Visual Improvement Committee met on March 22nd and discussed the esplanade park at Westheimer and Bagby, relighting the Montrose bridge and the Wilson Wonderground SPARK Park.

Transportation Committee

The Transportation Committee met on March 22nd and discussed the MDBA monument at Westheimer and Bagby and the proposal from Walter P. Moore concerning the Transportation Inventory.

Public Safety Committee

The Public Safety Committee did not meet during the reporting period of this report.

STAFF ACTIVITY

JANUARY 10 – MARCH 7, 2010

Discussed the Montrose Management District with WAMM.

Staff met several times with property owner Lane Milieu who is interested in assisting the District with spreading positive news and information about our efforts. Ms. Milieu has also offered to serve on several committees and provide a testimonial as to the efficacy of the management district and what the changes in services will mean to the area. Staff walked the business areas in the Westheimer area to get a sense of projects and areas of concerns from Ms. Milieu.

We continue to update and work on pages for the website and other collateral materials while awaiting the logo development.

The research and planning continues for the proposed “Taste of Montrose” event/venue.

During the reporting period staff met with strategic and community partners and/or attended events for: the Transportation Coalition, Buffalo Bayou Partnership, and St. Thomas and Rice Universities.

End of Report



MONTROSE MANAGEMENT DISTRICT
Cleanup Update – the first Update from the newly-combined Districts

April 2011 meeting of the Board of Directors

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

Overgrown vacant lot violations were found in the following locations:

Harris County Tax Account No.	052-079-005-0014
Lot and Block No.	Lot 14, Block 5
Property Address	1714 Ridgewood, Key Map 492R
Harris County Tax Account No.	130-936-001-0001, 130-936-001-0002 & 130-936-001-0003
Lot and Block No.	Lots 1, 2 & 3, Block 1
Property Address	0 W. Drew, at NW corner of W. Drew & Van Buren , Key Map 493N
Harris County Tax Account No.	014-148-000-0007
Lot and Block No.	Lot 7, Block 2
Property Address	4326 Jack, at NW corner of Jack & Oakley , Key Map 493W
Harris County Tax Account No.	030-155-000-0011
Lot and Block No.	Tract 11, Block 13
Property Address	715 Woodrow, across the street from apartments , Key Map 493W
Harris County Tax Account No.	057-124-000-0006
Lot and Block No.	Lot 6, Block 4 & Tract B1, Block 3
Property Address	1850 Norfolk, Key Map 492Z
Harris County Tax Account No.	030-162-000-0005
Lot and Block No.	Lot 5, Block 47
Property Address	4418 Kyle, at NW corner of Kyle & Woodrow , Key Map 493W
Harris County Tax Account No.	030-157-000-0001
Lot and Block No.	Lot 1, Tract 2, Block 1
Property Address	905 Woodrow, at SW corner of Woodrow & Roseland , Key Map 493W

Harris County Tax Account No.	030-156-000-0011
Lot and Block No.	Lot 12, Tract 11. Block 14
Property Address	0 Roseland, SE corner of Roseland & Woodrow , Key Map 493W
Harris County Tax Account No.	052-229-000-0018
Lot and Block No.	Lot 18, Block 9
Property Address	1530 Hawthorne, east of 1536 , Key Map 492V
Harris County Tax Account No.	038-253-000-0004
Lot and Block No.	Lot 4, Block 18
Property Address	1536 California, Key Map 492V
Harris County Tax Account No.	130-936-001-0001, 130-936-001-0002 & 130-936-001-0003
Lot and Block No.	Lots 1, 2 & 3, Block 1
Property Address	0 Van Buren, at NW corner of W. Drew & Van Buren , Key Map 493N
Harris County Tax Account No.	038-257-000-0003
Lot and Block No.	Lot 3, Block 22
Property Address	1533 Indiana, at SE corner of Indiana & Yupon , Key Map 492R
Harris County Tax Account No.	059-173-000-0024
Lot and Block No.	Lot 24
Property Address	1210 Peveto, behind the building at the corner of Peveto & Waugh Drive , Key Map 493N
Harris County Tax Account No.	064-230-002-0009
Lot and Block No.	Lot 9, Block 2
Property Address	0 Peveto, just south of 1115 Peveto , Key Map 493N
Harris County Tax Account No.	052-367-000-0020
Lot and Block No.	Lot 20, Block 5
Property Address	1125 W. Bell, at SW corner of W. Bell & Marconi , Key Map 493N
Harris County Tax Account No.	057-033-000-0016
Lot and Block No.	Lot 16, Block 3
Property Address	313 W. Polk, Key Map 493N
Harris County Tax Account No.	114-716-002-0020
Lot and Block No.	Lot 20, Block 2
Property Address	1514 Taft, on SW corner of W. Pierce & Taft, next to 307 W. Pierce , Key Map 538Q

Harris County Tax Account No.
Lot and Block No.
Property Address

009-098-000-0004
Lot 4, Block 2
401 Bomar, **at SW corner of Bomar & Morgan,**
Key Map 493N

Harris County Tax Account No.
Lot and Block No.
Property Address

037-065-000-0010
Tracts 1A & 2A, Block 1
305 Willard, Key Map 493N

Harris County Tax Account No.
Lot and Block No.
Property Address

051-071-000-0005
Lot 5, Block 6
1111 California Street, **at SE corner of California
& Yoakum,** Key Map 493S

Harris County Tax Account No.
Lot and Block No.
Property Address

018-044-000-0005
Lot 5, Block 2
1110 Fairview, Key Map 493N

Harris County Tax Account No.
Lot and Block No.
Property Address

052-070-010-0015
Lots 15 & 16, Block 4
1926 W. Bell, Key Map 492R

Harris County Tax Account No.
Lot and Block No.
Property Address

059-173-000-0019
Lot 19
1108 Peveto, Key Map 493N

Harris County Tax Account No.
Lot and Block No.
Property Address

052-359-000-0021
Lot 21, Block 5
1331 W. Bell, Key Map 493N

Harris County Tax Account No.
Lot and Block No.
Property Address

052-359-000-0006
Lot 6, Block 5
1330 W. Pierce, Key Map 193N

- *Illegal dump in the 1800 block of Colquitt at Woodhead, reported to NP for abatement*



- *Illegal tire dump at an apartment complex, reported for abatement*



