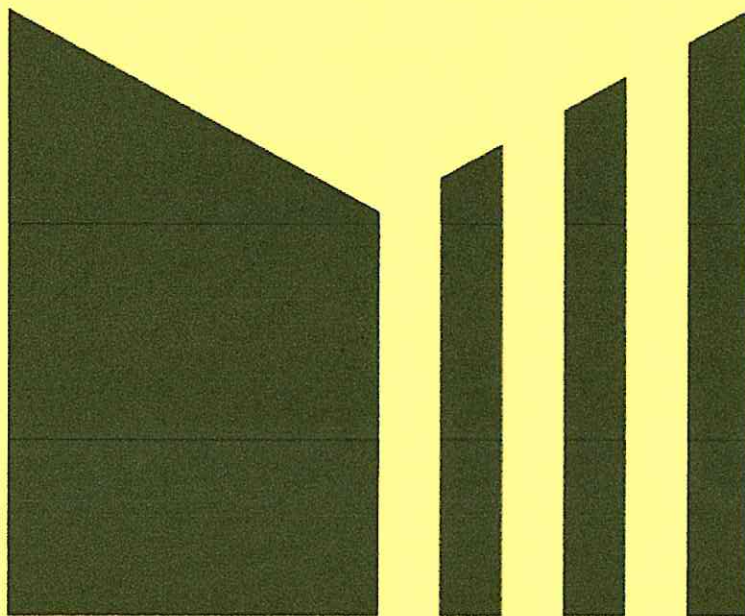


MONTROSE MANAGEMENT DISTRICT



Agenda and Agenda Materials
Meeting of the Board of Directors

July 11, 2016



**MONTROSE MANAGEMENT DISTRICT
NOTICE OF MEETING**

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

Notice is hereby given that a meeting of the Board of Directors of the Montrose Management District will be held at **12:00 pm on Monday, July 11, 2016**, at the University of St. Thomas, Malloy Hall, Carol Tatkon Boardroom, 3800 Montrose Blvd., Houston, Texas 77006; parking is available at Moran Parking Garage, 3807 Graustark, 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. Receive public comments. (A statement of no more than 3 minutes may be made on items of general relevance. There will be no yielding of time to another person. State law prohibits the Board Chair or members of the Board from commenting on any statement or engaging in dialogue without an appropriate agenda item being posted in accordance with the Texas Open Meetings Law. Comments should be directed to the entire Board, not individual members. Engaging in verbal attacks or comments intended to insult, abuse, malign or slander any individual shall be cause for termination of time privileges.)
3. Approve minutes of regular meeting held June 13, 2016.
4. Receive update and recommendations from Finance Committee.
 - a. Receive Assessment Collection Report.
 - b. Receive and consider monthly financial report and approve invoices for payment.
5. Receive update from Public Safety Committee.
6. Receive update from Mobility and Visual Improvements Committee.
 - a. Approve additional funds for ID Markers.
7. Receive update from Marketing and Business Development Committee.
8. Receive update from Business and Economic Development Committee.
9. Receive Executive Director's Monthly Report.
10. Convene in Executive Session pursuant to Section 551.071, Texas Government Code, to conduct a private consultation with attorney to discuss litigation, and matters related to the same.
11. Reconvene in Open Session and authorize appropriate action by legal counsel related to executive session.
12. Announcements.
13. 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) 5951200 at least three business days prior to the meeting so that the appropriate arrangements can be made.

MONTROSE MANAGEMENT DISTRICT
CITY OF HOUSTON
HARRIS COUNTY, TEXAS

AGENDA MEMORANDUM

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

3. Approve minutes of the regular meeting held June 13, 2016.

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

June 13, 2016

DETERMINE QUORUM; CALL TO ORDER.

The Board of Directors of the Montrose Management District held a regular meeting, open to the public, on Monday, June 13, 2016, at 12:00 p.m. at St. Thomas University, 3800 Montrose Blvd., Malloy Hall, Carol Tatkon Boardroom, Houston, Texas 77006, inside the boundaries of the District, and the roll was called of the duly appointed members of the Board, to-wit:

Position 1 -	Claude Wynn, <i>Chairman</i>	Position 9 -	Kathy Hubbard, <i>Treasurer</i>
Position 2 -	Tammi Wallace	Position 10 -	Michael Grover
Position 3 -	Randy Mitchmore, <i>Vice Chairman</i>	Position 11 -	Ellyn Wulfe
Position 4 -	vacant	Position 12 -	Brad Nagar, <i>Asst. Secretary</i>
Position 5 -	Lane Llewellyn, <i>Secretary</i>	Position 13 -	vacant
Position 6 -	Robert Jara	Position 14 -	Todd Edwards
Position 7 -	Ryan Haley	Position 15 -	vacant
Position 8 -	Stephen L. Madden		

and all were present, with the exception of Directors Wallace, Llewellyn, Wulfe and Edwards, thus constituting a quorum. Also present were David Hawes, Josh Hawes, Linda Clayton, Gretchen Larson, Tony Allender and Kristen Gonzales, all with Hawes Hill Calderon, LLP; Clark Lord, Bracewell LLP; Tim Austin, ABHR; Barry Abrams, Blank Rome; Caryn Adams, Municipal Accounts; Dennis Beedon, Montrose Business Ambassador; Brian Toldan, McCall Gibson Swedlund Barfoot PLLC; and Ray Lawrence, Lawrence & Associates. Others attending the meeting were Officer Victor Beserra, Montrose HPD; Tawny Tidwell, Montrose MD social medial strategist; Michael Hardy; Eoles Whitaker, Office of State Representative Garnet Coleman; Daphne Scarbrough, Richmond Avenue Coalition; Jim Scarborough, Uptown District resident; Dan Piette, resident. Chairman Wynn called the meeting to order at 12:02 p.m.

RECEIVE PUBLIC COMMENTS.

Daphne Scarborough gave her legal version of the lawsuit; she stated no one wants the District. She discussed chopping down trees. She stated the need of less concrete. She stated we have petitions that want the District dissolved and that there will be ramifications if the District does not recognize those petitions. Dan Piette stated there are projects in the District that are not being communicated to citizens and the need of better outreach to residents, etc. He discussed one item particular is the branding and signage for the District. He stated his neighborhood does not need branding of Montrose. He discussed the esplanades and the first time he learned about the esplanade project was when trees were being cut down. He stated if the District wants support from the neighborhood there is a need for better communication. He stated the neighborhood wants more pedestrian access, sidewalks and bike lanes in the District. Eoles Whitaker introduced himself. He stated he is the Director of Intergovernmental Relations for State Representative Garnet Coleman.

APPROVE MINUTES OF REGULAR MEETING HELD MAY 9, 2016.

Upon a motion duly made by Director Grover, and being seconded by Director Mitchmore, the Board voted unanimously to approve the Minutes of the May 9, 2016, Board meeting, as presented.

RECEIVE UPDATE AND RECOMMENDATIONS FROM NOMINATING COMMITTEE:

- a. Consider nominations and appointment to Board of Directors vacant position 4.
- b. Accept Oath of Office, Sworn Statement and Bond from newly appointed Board Member.

Director Mitchmore reported the Nominating Committee met and interviewed Justin Singer for the vacant unexpired term position 4. He reported the Committee reviewed his application and after interviewing Mr. Singer were recommending his appointment to position 4 of the Board of Directors. Upon a motion duly made by Director Mitchmore, and being seconded by Director Madden, the Board voted unanimously to appoint Justin Singer to position 4 of the Board of Directors.

RECEIVE UPDATE AND RECOMMENDATIONS FROM FINANCE COMMITTEE.

- a. Receive Assessment Collection Report.

Mr. Hawes reviewed the Assessment Collections Reports, included in the Board agenda materials. He reported a 94% collection rate on the 2015 assessments in the east zone and a 95% collection rate in the west zone. He reported 95% collected for the combined zones on the 2015 assessments with no uncertified values. He stated the preliminary values have come out and that the values will be certified in September.

- b. Receive and consider monthly financial report and approve invoices for payment.

Director Hubbard reported the Finance Committee met and reviewed the monthly financial report and went over invoices, included in the Board agenda materials. She reported the Finance Committee was recommending the monthly financial report and invoices be approved. Upon a motion duly made by Director Mitchmore, and being seconded by Director Grover, the Board voted unanimously to accept the monthly financial report and approve invoices for payment, as presented.

RECEIVE AND APPROVE FY2015 FINANCIAL REPORT AND AUDIT FROM MCCALL GIBSON SWEDLUND BARFOOT PLLC.

Mr. Toldan reviewed the FY2015 Financial Report and Audit, included in the Board agenda materials, and answered questions. He reported an unmodified opinion which is a clean opinion. He went over the Statement of Net Position and Governmental Funds Balance Sheet on pages 8-9; Statement of Activities, Fund Revenues, Expenditures and Changes in Fund Balances on pages 11-12; and 5-year history Comparative Schedule of Revenues and Expenditures on pages 36-37. Mr. Hawes requested on page 11 the administrative expenses be listed separately from the legal fees and requested the BlankRome legal expenses for the lawsuit be separate from the general legal expenses. Director Mitchmore asked if the auditor feels the District has adequate control over expenditures and free of fraud. Mr. Toldan answered yes and nothing needs to be brought to the District's attention. Upon a motion duly made by Director Hubbard, and being seconded by Director Mitchmore, the Board voted unanimously to approve the

FY2015 Financial Report and Audit as amended with changes to page 11 separating the legal expenses from the administrative expenses.

RECEIVE UPDATE AND RECOMMENDATIONS FROM PUBLIC SAFETY COMMITTEE.

Mr. J. Hawes reported the Public Safety Committee met on May 25, a copy of the Committee Minutes is included in the Board agenda materials. He provided an overview of the Committee meeting and answered questions. Officer Beserra presented the Patrol Summary Report for May 2016, included in the Board agenda materials. He discussed visibility and public safety initiatives in the District.

a. Consider purchase of new tires for the patrol vehicles.

Mr. J. Hawes reported the Committee considered and were recommending purchasing new tires for the 2014 Jeep Grand Cherokee patrol vehicle, a copy of the invoice is included in the Board agenda materials. Upon a motion duly made by Director Nagar, and being seconded by Director Hubbard, the Board voted unanimously to approve purchasing new tires for the patrol vehicle in the amount of \$635.84, as presented.

RECEIVE UPDATE FROM MOBILITY AND VISUAL IMPROVEMENTS COMMITTEE.

Mr. Allender reported the Mobility and Visual Improvements Committee met on June 6, a copy of the Committee Minutes is included in the Board agenda materials. He reported staff continues coordination with the consultant on the Special Parking Application. He stated they were asking for another small delay because additional information is being requested. He reported the contractor for the identification markers was using the wrong technology and staff is looking into the situation. He reported the esplanade project is on hold due to issues brought forward by Mr. Hilder. He stated staff has a meeting this Wednesday to discuss the issues with Mr. Hilder. He reported a date to begin construction on the bridge lighting project has not been set by TxDOT. There was general discussion regarding the esplanades and the disconnect with the community. No action from the Board was required.

RECEIVE UPDATE FROM MARKETING AND BUSINESS DEVELOPMENT COMMITTEE.

Ms. Larson reported the Marketing and Business Development Committee meets quarterly and its next meeting is scheduled for next Wednesday. She reported the Recycling Event at HEB was held on May 21. Director Madden stated the Committee will be focusing on building relationships in the District. No action from the Board was required.

RECEIVE UPDATE FROM BUSINESS AND ECONOMIC DEVELOPMENT COMMITTEE.

Mr. Lawrence reported the Business and Economic Development Committee met on May 25, a copy of the Committee Minutes is included in the Board agenda materials. He reported the Retail Advisory breakfast meeting was held on May 4 and the Professional Advisory breakfast meeting was held on May 24. He reported the Committee will be reviewing questions, concerns and information the advisory groups provided. No action from the Board was required.

RECEIVE EXECUTIVE DIRECTOR'S MONTHLY REPORT.

Mr. Hawes reported the Executive Director's Monthly Report is included in the Board agenda materials for review. Mr. J. Hawes answered questions regarding the lower Westheimer planning project. No action from the Board was required.

CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.071, TEXAS GOVERNMENT CODE, TO CONDUCT A PRIVATE CONSULTATION WITH ATTORNEY TO DISCUSS LITIGATION, AND MATTERS RELATED TO THE SAME.

The Board convened in Executive Session at 12:49 p.m.

RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTION BY LEGAL COUNSEL RELATED TO EXECUTIVE SESSION.

The Board reconvened in Open Session at 1:33 p.m. Action was taken on the following:

ADOPT RESOLUTION ESTABLISHING PROTOCOLS AND PROCEDURES FOR THE ADMINISTRATION OF DISSOLUTION PETITIONS.

Upon a motion duly made by Director Hubbard, and being seconded by Director Grover, the Board voted unanimously to adopt a Resolution Establishing Protocols and Procedures for the Administration of Dissolution of Petitions, a copy is attached as Exhibit A.

ANNOUNCEMENTS.

There were no announcements.

ADJOURN.

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

(Seal)



Secretary

List of Exhibits:

- A. Resolution Establishing Protocols and Procedures for the Administration of Dissolution Petitions.

MONTROSE MANAGEMENT DISTRICT
CITY OF HOUSTON
HARRIS COUNTY, TEXAS

AGENDA MEMORANDUM

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

4. Receive an update and recommendations from the Finance Committee.
 - a. Receive the Assessment Collection Report
 - b. Receive and consider the District's monthly financial report and approve invoices for payment

MONTROSE DISTRICT
COMBINED EAST & WEST ZONES

JUN 2016
BILLING AND COLLECTIONS SUMMARY

YEAR	RATE	TOTAL LEVY	COLLECTIONS	RECEIVABLE	% COLLECTED
2015	0.12500	\$2,148,032.68	\$2,065,073.56	\$82,959.12	96%
2014	0.12500	\$1,936,406.26	\$1,930,891.95	\$5,514.31	99%
2013	0.12500	\$1,629,008.97	\$1,623,961.13	\$5,047.84	99%
2012	0.12500	\$1,399,747.87	\$1,397,551.33	\$2,196.54	99%
2011	0.12500	\$1,292,878.53	\$1,292,153.86	\$724.67	99%
2010	0.12500	\$1,269,753.49	\$1,269,715.99	\$37.50	99%

ASSESSED VALUE FOR 2015:	1,727,073,459	Uncertified:	0
ASSESSED VALUE FOR 2014:	1,555,025,995	Uncertified:	0
ASSESSED VALUE FOR 2013:	1,307,800,623	Uncertified:	0
ASSESSED VALUE FOR 2012:	1,120,812,099	Uncertified:	0
ASSESSED VALUE FOR 2011:	1,034,324,091	Uncertified:	0
ASSESSED VALUE FOR 2010:	1,015,822,824	Uncertified:	0

**MONTROSE DISTRICT EAST ZONE
ASSESSMENT COLLECTION REPORT
June 2016
BILLING AND COLLECTION SUMMARY
FISCAL YEAR
01/01/16 - 12/31/16**

YEAR	RATE	TOTAL LEVY	COLLECTIONS	RECEIVABLE	% COLLECTED
2015	0.12500	\$653,908.00	\$626,504.22	\$27,403.78	95%
2014	0.12500	\$608,283.49	\$607,325.41	\$958.08	99%
2013	0.12500	\$495,257.71	\$494,426.58	\$831.13	99%
2012	0.12500	\$427,864.59	\$427,160.03	\$704.56	99%
2011	0.12500	\$409,065.93	\$409,028.43	\$37.50	99%
2010	0.12500	\$401,884.94	\$401,847.44	\$37.50	99%
2009	0.12500	\$419,571.29	\$419,533.79	\$37.50	99%
2008	0.12500	\$396,307.25	\$396,282.25	\$25.00	99%
2007	0.12500	\$309,059.77	\$309,041.02	\$18.75	99%

Current Month Activity

Revenue:	Current Month	Year to Date
2015 Assessment Collected	-702.23	442,590.70
2014 Assessment Collected	-1,074.93	-1,149.71
2013 Assessment Collected	-541.83	-661.83
2012 Assessment Collected	-440.83	-511.59
2011 Assessment Collected	-420.33	-420.33
2010 Assessment Collected	-336.63	-336.63
2009 Assessment Collected	-367.88	-367.88
2008 Assessment Collected	-367.88	-367.88
2007 Assessment Collected	-334.50	-334.50
Penalty & Interest	252.01	2,032.07
Overpayments	269.67	3,688.20
CAD Lawsuits	3,692.48	4,658.85
CAD Corrections	3,509.27	3,509.27
Collection Fees	0.00	123.24
Estimated Payments	0.00	0.00
Court Fees	0.00	0.00
Total Revenue	3,136.39	452,451.98
Overpayments Presented for Refund	7,471.42	10,757.01
Overpayments Applied to Assessment	0.00	0.00

ASSESSED VALUE FOR 2015:	526,707,690	Uncertified:	0
ASSESSED VALUE FOR 2014:	489,118,398	Uncertified:	0
ASSESSED VALUE FOR 2013:	399,879,017	Uncertified:	0
ASSESSED VALUE FOR 2012:	342,600,823	Uncertified:	0
ASSESSED VALUE FOR 2011:	327,274,436	Uncertified:	0
ASSESSED VALUE FOR 2010:	321,530,363	Uncertified:	0
ASSESSED VALUE FOR 2009:	335,823,638	Uncertified:	0
ASSESSED VALUE FOR 2008:	317,045,517	Uncertified:	0
ASSESSED VALUE FOR 2007:	321,497,477	Uncertified:	0

Assessment Collection Account: Compass Bank, Account No. 2530962019

ASSESSMENT PLAN PROJECTIONS

YEAR	MAX RATE	PROJECTED LEVY 2%	COLLECTIONS @ 95%	CUMULATIVE COLLECTIONS	10 YEAR AVERAGE @ 10%
2007	0.12500	337,500	320,625	309,041.02	
2008	0.12500	344,250	327,038	396,282.25	
2009	0.12500	351,135	333,578	419,533.79	
2010	0.12500	358,158	340,250	401,847.44	
2011	0.12500	365,321	347,055	409,028.43	
2012	0.12500	372,627	353,996	427,160.03	
2013	0.12500	380,080	361,076	\$494,426.58	
2014	0.12500	387,681	368,297	\$607,325.41	
2015	0.12500	395,435	375,663	\$626,504.22	
2016	0.12500	403,344	383,177		
		3,695,531	3,510,754		369,553

The Projected Levy is based on the rate remaining at 0.12500

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

MONTROSE DISTRICT EAST ZONE

June 2016

TOP TEN ASSESSMENT PAYERS

PROPERTY OWNERS	ACCOUNT NOS	SITUS	PROPERTY TYPE	VALUE	ASSESSMENT
PPF AMLI 2221 WEST DALLAS ST LL 200 W MONTROSE ST STE 2200 CHICAGO IL 60606-5070	1269260010001	2221 W DALLAS ST 404 77019	MULTI-FAMILY	76,116,000	95,145.00
POST RICHMOND LP 4401 NORTHSIDE PKWY NW STE 800 ATLANTA GA 30327-3093	1309010010001	RICHMOND AVE 77006	MULTI - FAMILY	33,885,268	42,356.59
CAMPANILE SOUTH LP 109 N POST OAK LN STE 200 HOUSTON TX 77024-7789	0302490010001	4306 YOAKUM BLVD 77006	OFFICE BUILDINGS	14,850,385	18,562.98
UST REALTY COMPANY % UNIV OF ST THOMAS: ATTN PRES 3800 MONTROSE BLVD HOUSTON TX 77006-4626	0261640000027 0261630000021 0261630000001	4100 MONTROSE BLVD 77006 4203 YOAKUM BLVD 77006 4200 MONTROSE BLVD	OFFICE BUILDINGS	13,440,501	16,800.63
4203 MONTROSE LTD 3810 W ALABAMA HOUSTON TX 77027-5204	1277520010001	4203 MONTROSE BLVD 77006	OFFICE BUILDING	10,645,000	13,306.25
RIVERSIDE CPI LLC & REALTY CTR MANAGEMENT INC 1990 S BUNDY DR STE 100 LOS ANGELES CA 90025	0370370010001	220 W ALABAMA ST 131 77006	MULTI - FAMILY	10,262,916	12,828.65
WALGREENS 03157 % TAX DEPT STOP NO 75 300 WILMOT RD DEERFIELD IL 60015-4614	1179390010001	3317 MONTROSE BLVD 77006	RETAIL PHARMACY	8,161,430	10,201.79
ARMSTRONG CHARLES 5000 MONTROSE BLVD UNIT 22C HOUSTON TX 77006-6564	0140670000002 0140250000001 0140250000002	804 PACIFIC ST 77006 2302 GENESEE ST 12 77006 2308 GENESEE ST 77006	VARIOUS COMMERCIAL	7,783,410	9,580.81
	0140250000005 0140670000001 0140670000003 0140670000004 0140670000005 0140670000006 0140670000009 0261510000020	120 FAIRVIEW ST 77006 802 PACIFIC ST 77006 808 PACIFIC ST 77006 811 PACIFIC ST 77006 925 HYDE PARK BLVD 77006 809 HYDE PARK BLVD 77006 925 HYDE PARK BLVD 77006 2602 CROCKER ST 77006			

MONTROSE DISTRICT EAST ZONE

June 2016					
TOP TEN ASSESSMENT PAYERS					
EQUITAS CAMPANILE EAST LLC 3810 W ALABAMA ST HOUSTON TX 77027-5204	0261510000021	2605 GRANT ST 77006			
	0261510000027	805 PACIFIC ST 77006			
	0442130000001	810 PACIFIC ST 77006			
	0140680000009	810 HYDE PARK BLVD 77006			
3815 MONTROSE BULD LP 3815 MONTROSE BULD STE 211 HOUSTON TX 77006-4666	1207680010001	4119 MONTROSE BVD 77006	OFFICE BUILDINGS	4,994,000	6,242.50
	1222280020001	3820 ROSELAND ST 77006	OFFICE BUILDINGS	4,878,309	6,097.89
	1222280010001	3815 MONTROSE BLVD 77006			

MONTROSE DISTRICT EAST ZONE

June 2016

TOP TEN DELINQUENTS

PROPERTY OWNER	ACCOUNT NO	SITUS	PROPERTY TYPE	ASSESSMENT YEAR(S)	ASSESSMENT
BAIRD CHARLES L 2438 WHITE OAK DR HOUSTON TX 77009-7322	92 008 270 000 0005	506 SUL ROSS ST #11 77006	APARTMENT	2012 - 2015	3,377.13
4310 YOAKUM PARTNERSHIP 4310 YOAKUM BLVD HOUSTON TX 77006-8818	92 026 135 000 0014	530 LOVETT BLVD 77006	COMMERCIAL LAND	2015	3,055.23
TREVINO EDUARDO & AMERICA 2313 MONTROSE BLVD HOUSTON TX 77006-1251	92 018 046 001 0001	1018 FAIRVIEW ST 77006	RESTAURANT	2015	1,924.58
SPUR APARTMENTS LLC * 8015 HARWOOD AVE OAKLAND CA 94618-1337	92 008 259 000 0003	219 W ALABAMA ST #32 77006	APARTMENT GARDEN	2015	1,875.00
YOAKUM FL ACQUISITION LLC 700 LOUISIANA ST STE 5200 HOUSTON TX 77002-2731	92 030 245 000 0007	4511 YOAKUM BLVD 77006	OFFICE BUILDINGS	2015	1,818.46
YOSHIDA NAOMITSU & MAEMI * 3210 EL DORADO BLVD MISSOURI CITY TX 77459-3012	92 030 245 000 0014	4412 MONTROSE 77006	RESTAURANT	2015	1,709.84
WESTMORELAND PARTNER LLC 4265 SAN FELIPE ST STE 1100 HOUSTON TX 77027-2998	92 037 034 000 0009	400 WESTMORELAND ST #16 77006	APARTMENT	2015	1,458.75
ROK BROS HOLDINGS LLC 15100 SUNNINGDALE ST AUSTIN TX 78717-3818	92 135 694 001 0001	0 WESTHEIMER RD 77006	VACANT	2015	1,442.20
205 AVONDALE LLC 6623 EDLOE ST HOUSTON TX 77005-3707	92 004 136 000 0015	205 AVONDALE ST #12 77006	APARTMENT	2015	1,191.42
GAWERC BRONIA 330 FAIRVIEW ST HOUSTON TX 77006-3002	92 014 064 000 0011	330 FAIRVIEW ST 77006	OFFICE BUILDING	2015	1,177.44

* Pending HCAD Value Lawsuits

Harris County Improvement District No. 6 / East Montrose Lawsuit and Arbitration Status Summary as of 6/10/2016

Jur 930

Summary

For Tax Years 2007-2015, for the period of June 2009 through May 2016

Settled

815,669,732	Original value of Settled accounts as of 6/10/2016
239	Number of Settled accounts as of 6/10/2016
153,998,163	Reduction in value of Settled accounts
18.88%	Average % reduction in value of Settled accounts

Unsettled

86,627,903	Original value of Unsettled accounts as of 6/10/2016
46	Number of Unsettled accounts as of 6/10/2016

.125 Tax rate per \$100 valuation

\$20,444	Estimated reduction in assessment on	46	Unsettled accounts, based on 18.88% average
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**MONTROSE DISTRICT WEST ZONE
ASSESSMENT COLLECTION REPORT
June 2016
BILLING AND COLLECTION SUMMARY
FISCAL YEAR
01/01/16 - 12/31/16**

YEAR	RATE	TOTAL LEVY	COLLECTIONS	RECEIVABLE	% COLLECTED
2015	0.12500	\$1,494,124.68	\$1,438,569.34	\$55,555.34	96%
2014	0.12500	\$1,328,122.77	\$1,323,566.54	\$4,556.23	99%
2013	0.12500	\$1,133,751.26	\$1,129,534.55	\$4,216.71	99%
2012	0.12500	\$971,883.28	\$970,391.30	\$1,491.98	99%
2011	0.12500	\$883,812.60	\$883,125.43	\$687.17	99%
2010	0.12500	\$867,868.55	\$867,868.55	\$0.00	100%

Current Month Activity

Revenue:	Current Month	Year to Date
2015 Assessment Collected	10,649.42	1,200,150.27
2014 Assessment Collected	341.99	-5,435.10
2013 Assessment Collected	0.00	4,801.37
2012 Assessment Collected	0.00	2,118.87
2011 Assessment Collected	0.00	445.50
2010 Assessment Collected	0.00	445.50
Penalty & Interest	1,874.05	12,521.98
Overpayments	624.70	2,741.77
CAD Lawsuits	1,631.17	36,525.44
CAD Corrections	0.00	0.00
Collection Fees	435.69	3,829.18
Estimated Payments	0.00	0.00
Court Fees	0.00	0.00
Total Revenue	15,557.02	1,258,144.78
Overpayments Presented for Refund	2,255.87	37,330.72
Overpayments Applied to Assessment	0.00	0.00

ASSESSED VALUE FOR 2015:	1,200,365,769	Uncertified:	0
ASSESSED VALUE FOR 2014:	1,065,907,597	Uncertified:	0
ASSESSED VALUE FOR 2013:	907,921,606	Uncertified:	0
ASSESSED VALUE FOR 2012:	778,211,276	Uncertified:	0
ASSESSED VALUE FOR 2011:	707,049,655	Uncertified:	0
ASSESSED VALUE FOR 2010:	694,292,461	Uncertified:	0

Assessment Collection Account: Compass Bank, Account No. 2530962086

ASSESSMENT PLAN PROJECTIONS

YEAR	MAX RATE	PROJECTED LEVY 2%	COLLECTIONS @ 95%	CUMULATIVE COLLECTIONS	10 YEAR AVERAGE @ 10%
2010	0.12500	867,869	824,475	\$867,868.55	
2011	0.12500	885,226	840,965	\$883,125.43	
2012	0.12500	902,930	857,784	\$970,391.30	
2013	0.12500	920,989	874,940	\$1,129,534.55	
2014	0.12500	939,409	892,438	\$1,323,566.54	
2015	0.12500	958,197	910,287	\$1,438,569.34	
2016	0.12500	977,361	928,493		
		6,451,981	6,129,382		645,198

The Projected Levy is based on the rate remaining at 0.12500

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

MONTROSE DISTRICT WEST ZONE

June 2016

PROPERTY OWNER	ACCOUNT NOS	TOP TEN ASSESSMENT PAYERS		PROPERTY TYPE	VALUE	ASSESSMENT
		SITUS				
FINGER FSC MONTROSE LTD 99 DETERING ST STE 200 HOUSTON TX 77007-8259	1215190010001	4899 MONTROSE BLVD 187 77006		MULTI - FAMILY	80,050,581	100,063.23
WEINGARTEN REALTY INVESTORS 0591-001	0442250000001	2005 W GRAY ST 77019		VARIOUS COMMERCIAL	80,119,087	98,401.95
P O BOX 924133	0442250000170	1953 W GRAY ST 77019				
HOUSTON TX 77292-4133	0442250000169	1953 W GRAY ST 77019				
	0442250000168	2028 W GRAY ST 77019				
	0442250000145	2001 W GRAY ST 77019				
	0442250000110	2020 W GRAY ST 77019				
	0442250000105	2010 W GRAY ST 77019				
	0442250000005	2002 W GRAY ST 77019				
	0442250000002	1950 W GRAY ST 77019				
	0442250000171	2017 W GRAY ST 77019				
US REIF WESTHEIMER APARTMENTS TX LLC 1270 SOLDIERS FIELD RD BRIGHTON MA 02135-1003	1286390010001	2001 WESTHEIMER RD 244 77098		MULTI - FAMILY	47,000,000	58,750.00
ANBIL IL-R O L P	0730810030011	1505 W CLAY ST 77019		SHOPPING CENTER	43,727,639	54,659.55
105 TOWN CENTER RD STE 10	1170070010001	1422 W GRAY ST 77019				
KING OF PRUSSIA PA 19406-2394	1170070020001	1414 WAUGH DR 77019				
	0730810030007	1521 W CLAY ST 77019				
DUNLAVY DEVELOPMENT PHASE 1 LLC 101 BERKSHIRE ST BELLAIRE TX 77401-5309	1286480010001	4310 DUNLAVY ST 236 77006		MULTI - FAMILY	41,900,000	52,375.00
BEHRINGER HARVARD MUSEUM DISTRICT PROJECT OWNER LP 5800 GRANITE PKWY STE 1000 PLANO TX 75024-6619	1336630010001	1301 RICHMOND AVE #270 77006		APARTMENT	39,272,033	49,090.04
PPF AMLI RIVER OAKS LLC 200 W MONROE ST STE 2200 CHICAGO IL 60606-5070	1335700010001	1340 W GRAY ST #275 77019		APARTMENT	38,531,075	48,163.84
4300 DUNLAVY DEVELOPMENT LLC 101 BERKSHIRE ST BELLAIRE TX 77401-5309	1286480010002	4310 DUNLAVY ST 77006		APARTMENT	29,600,776	37,000.97

MONTROSE DISTRICT WEST ZONE

June 2016			
TOP TEN ASSESSMENT PAYERS			
FINGER-FSG DUNLAVY LTD	1345350010001	3833 DUNLAVY ST #399	77006
% THE FINGER COMPANIES		APARTMENT	
99 DETERING ST STE 200			
HOUSTON TX 77007-8289			
			29,325,530
			36,656.91
MONTROSE REAL ESTATE PARTNERS LTD	1327190010001	0 W ALABAMA ST	77098
C/O PROPERTY TAX DEPT	1327190010002	1701 W ALABAMA ST	77098
P O BOX 839999			
SAN ANTONIO TX 78283-3999		SUPERMARKET	
			28,649,155
			35,811.44

MONTROSE DISTRICT WEST ZONE

June 2016						
TOP TEN DELINQUENT ACCOUNTS						
PROPERTY OWNER	ACCOUNT NO	SITUS	PROPERTY TYPE	ASSESSMENT YEAR(S)	ASSESSMENT	
SILVERLAKE HOLDINGS PARTNERS 1964 W GRAY ST STE 204 HOUSTON TX 77019-4812	94 132 190 001 0001	1212 WAUGH DR 77019	RESTAURANT	2014 - 2015	4,585.48	
KNA PARTNERS TOWER INC 550 WAUGH DR HOUSTON TX 77019-2002	94 026 174 000 0007	1124 LOVETT BLVD 77006	SHOPPING CENTER	2013 - 2015	3,759.90	
5020 INVESTMENTS LTD 5020 MONTROSE BLVD FL 9 HOUSTON TX 77006-6550	94 036 024 000 0003	5020 MONTROSE BLVD 77006	OFFICE BUILDINGS	2013 & 2015	3,695.63	
BISHOP JOAN 1547 WAVERLY ST HOUSTON TX 77008-4148	94 033 193 000 0005	120 PORTLAND 77006	COMMERCIAL	2012 - 2015	3,410.91	
PAMF LLC 2040 MARSHALL ST HOUSTON TX 77098-2717	94 026 058 007 0003	2040 MARSHALL ST 77098	AUTO SERVICE GARAGE	2012 - 2015	2,245.84	
BROWN SADDLE INC 1150 BISSONNET ST HOUSTON TX 77005-1848	94 036 016 000 0006	1128 BISSONNET ST 77005	COMMERCIAL	2015	1,928.52	
1921 WESTHEIMER INC 1921 WESTHEIMER RD HOUSTON TX 77098-1505	94 127 122 001 0001	1925 WESTHEIMER RD 77098	SHOPPING CENTER	2011 - 2015	1,649.66	
KNA PARTNERS 550 WAUGH DR HOUSTON TX 77019-2002	94 026 174 000 0001	1111 WESTHEIMER RD 77006	SHOPPING CENTER	2013 - 2014	1,637.50	
KEENER PROPERTIES LLC 1200 SMITH ST STE 1600 HOUSTON TX 77002-4403	94 018 004 000 0013	1515 MISSOURI ST #22 77006	APARTMENT GARDEN	2015	1,614.35	
LOPEZ MONICA & EDUARDO 17614 GLENMARK DR HOUSTON TX 77084-7601	94 039 222 000 0013	1423 RICHMOND AVE 77006	RESTAURANT	2014 - 2015	1,553.48	

* Pending HCAD Value Lawsuits

**Harris County Improvement District No. 11 / West Montrose
Lawsuit and Arbitration Status Summary as of 6/10/2016**

Jur 939

Summary

For Tax Years 2010-2015, for the period of September 2010 through May 2016

Settled

1,414,897,182	Original value of Settled accounts as of 6/10/2016
444	Number of Settled accounts as of 6/10/2016
137,035,532	Reduction in value of Settled accounts
9.69%	Average % reduction in value of Settled accounts

Unsettled

205,751,753	Original value of Unsettled accounts as of 6/10/2016
85	Number of Unsettled accounts as of 6/10/2016

.125 Tax rate per \$100 valuation

\$24,909	Estimated reduction in assessment on	85	Unsettled accounts, based on 9.69% average
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PERDUE, BRANDON, FIELDER, COLLINS & MOTT L.L.P.
DELINQUENT ASSESSMENT SUMMARY REPORT
MONTROSE DISTRICT
July 11, 2016

We will begin reporting on 2015 delinquent assessments in our next report. Amounts shown are 2014 base assessment unless indicated. Account numbers and addresses for Montrose District-West Zone are noted in *italics*.

Suit pending-where appropriate, delinquent 2015 assessments are included in the suits:

Joan Bishop 12-14 assessments \$2,455.41, *120 Portland St.-0331930000005*

Charles R. Baird (was Gamru Properties Ltd.) 12-14 assessments \$2,381.27, *506 Sul Ross St.-0082700000005*

PAMF LLC 12-14 assessments \$1,603.77, *1519 Indiana St.-0180220000013*

1921 Westheimer Inc. 11-14 assessments \$1,266.20, *1925 Westheimer Rd.-1271220010001*

Unique Development Group 13 assessments \$1,167.51, *1842 Colquitt St.-0382240000007*

Eduardo & Monica Lopez \$749.72, *1423 Richmond Ave.-0392220000013*

KFC National Management (assessment roll lists Donvein Cao & Nancy Nguyen) 07-10 assessments \$118.75, Block 1, Tracts 15 A & 16 A (north 10 ft. Lots 15 & 16) on Taft St.-0560410000001

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



Carl O. Sandin

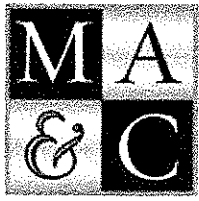
PerdueBrandonFielderCollins&Mott LLP
ATTORNEYS AT LAW

Email: csandin@pbfcml.com

Office: 713-802-6965 (Direct Line)

Mobile: 713-824-1290

Fax: 713-862-1429



MUNICIPAL ACCOUNTS
& CONSULTING, L.P.

Montrose Management District

Bookkeeper's Report

July 11, 2016

Montrose Management District
Cash Flow Report - Checking Account
As of July 11, 2016

Num	Name	Memo	Amount	Balance
BALANCE AS OF 06/14/2016				\$12,569.20
Receipts				
	Interest Earned on Checking		2.61	
	Assessment Revenue		3,136.39	
	Assessment Revenue		14,222.21	
	Transfer from Money Market		125,000.00	
Total Receipts				142,361.21
Disbursements				
5473	Comcast	Office Expenses	(219.78)	
5522	Bankcard Center	Credit Card Expenses	(2,032.72)	
5525	Verizon Wireless	Cell Phone Expense	(80.08)	
5526	Aaron M Day	Security Expense	(4,157.13)	
5527	Charles Starks	Security Expense	(796.71)	
5528	John E Obenhaus	Security Expense	(2,329.24)	
5529	Joseph C Mabasa	Security Expense	(3,642.65)	
5530	Juan Arroyo	Security Expense	(1,739.09)	
5531	Juan J Chavez-Resendiz	Security Expense	(1,718.64)	
5532	Lee T Jaquarya	Security Expense	(2,823.60)	
5533	Leon Laureano.	Security Expense	(1,648.53)	
5534	Ricardo Gonzales	Security Expense	(686.04)	
5535	Richard J Bass	Security Expense	(1,034.49)	
5536	Todd L Thibodeaux	Security Expense	(2,133.22)	
5537	Victor Beserra.	Security Expense / Coordinator Fee	(4,291.53)	
5538	1732 LP	Assessment Refund	(117.88)	
5539	AMLI Residential	Assessment Refund	(3,203.73)	
5540	Brookhouse Inc	Assessment Refund	(9.52)	
5541	Brookhouse Inc.	Assessment Refund	(35.94)	
5542	Colquitt Apartments LLC	Assessment Refund	(143.18)	
5543	Dean Capital Corp	Assessment Refund	(3,509.27)	
5544	DWA Forty Five, Inc.	Assessment Refund	(100.90)	
5545	Dwayne & Paula D Harris	Assessment Refund	(149.07)	
5546	Gwen W. Dobrowski	Assessment Refund	(624.70)	
5547	Naomitsu & Maemi Yoshida.	Assessment Refund	(269.67)	
5548	Plaza JJP LLC	Assessment Refund	(1,028.21)	
5549	Rivas Italian Restaurant.	Assessment Refund	(195.54)	
5550	UST Realty Company	Assessment Refund	(339.68)	
5551	ALLY	Vehicle Lease	(938.00)	
5552	Chris Labod	Website Maintenece	(350.00)	
5553	CKP Communication Group LLC	Communication Services - 2 Months	(4,000.00)	
5554	Cracked Fox	Graphic Design & Marketing Services	(2,242.50)	
5555	Dennis C. Beedon	Business Ambassador Program Services	(3,045.53)	
5556	Equi-Tax, Inc.	Tax Services	(7,377.44)	
5557	Gandy Squared Lighting Design	Bridge Lighting Design	(8,580.00)	
5558	Greater East End Management District	Graffiti Abatement	(5,760.00)	
5559	Hawes Hill Calderon, LLP	Consulting & Admin Fee	(28,807.87)	
5560	Lawrence & Associates	Economic Development	(1,250.00)	
5561	Michael Hardy	Marketing	(1,500.00)	
5562	Minuteman Press - Post Oak	Montrose District Brochure	(579.41)	
5563	Montrose Car Care Center	Vehicle Maintenance	(1,184.40)	
5564	Municipal Accounts & Consulting, L.P.	Bookkeeping Fees	(1,565.01)	
5565	Perdue Brandon, Fielder, Collins & Mott	Delinquent Tax Collection	(531.94)	

Montrose Management District
Cash Flow Report - Checking Account

As of July 11, 2016

Num	Name	Memo	Amount	Balance
Disbursements				
5566	United Graphics	Brochures	(181.00)	
5567	University of St. Thomas	Meeting Expenses	(200.00)	
5568	Bracewell & Giuliani LLP	Legal Fees - General Counsel	(1,778.12)	
5569	5020 Investments Ltd	Office Lease Expense	(1,200.00)	
5570	Bankcard Center	Credit Card Expenses - Holding Check	0.00	
5571	Comcast	Office Expense - Holding Check	0.00	
5572	Harris County Treasurer	Legal Fees - Holding Check	0.00	
5573	Verizon Wireless	Cell Phone Expense - Holding Check	0.00	
ACH	United States Treasury	Monthly Payroll Taxes	(9,479.26)	
ACH	Texas Workforce Commission	Quarterly SUTA Taxes	(531.35)	
Total Disbursements				<u>(120,142.57)</u>
BALANCE AS OF 07/11/2016				<u><u>\$34,787.84</u></u>

Montrose Management District

Account Balances

As of July 11, 2016

Financial Institution (Acct Number)	Issue Date	Maturity Date	Interest Rate	Account Balance	Notes
Fund: Operating					
Certificates of Deposit					
POST OAK BANK (XXXXX0889)	02/29/2016	07/28/2016	0.25 %	50,000.00	East Zone
POST OAK BANK (XXXXX0897)	02/29/2016	08/29/2016	0.30 %	50,000.00	West Zone
ALLEGIANCE BANK (XXXXX0558)	04/01/2016	09/01/2016	0.40 %	50,000.00	East Zone
ALLEGIANCE BANK (XXXXX8825)	04/25/2016	10/22/2016	0.50 %	50,000.00	
PROSPERITY BANK (XXXXX0219)	11/19/2015	11/19/2016	0.75 %	350,000.00	
ALLEGIANCE BANK (XXXXX8833)	04/25/2016	12/21/2016	0.50 %	50,000.00	
COMPASS BANK-PREMIER (XXXXX5807)	04/25/2016	01/20/2017	0.50 %	50,000.00	
FIRST STATE BANK (XXXXX2170)	04/25/2016	01/20/2017	0.40 %	50,000.00	
FIRST STATE BANK (XXXXX2169)	04/25/2016	02/19/2017	0.40 %	50,000.00	
COMPASS BANK-PREMIER (XXXXX7029)	04/25/2016	02/21/2017	0.55 %	50,000.00	
ICON BANK (XXXXX7631)	03/25/2016	03/25/2017	0.75 %	50,000.00	West Zone
GREEN BANK (XXXXX0169)	05/02/2016	03/28/2017	0.45 %	50,000.00	East Zone
PIONEER BANK (XXXXX5309)	05/31/2016	04/21/2017	0.50 %	100,000.00	
SPIRIT OF TEXAS BANK (XXXXX4039)	05/31/2016	05/20/2017	0.40 %	100,000.00	
GREEN BANK (XXXXX0210)	06/09/2016	06/09/2017	0.50 %	100,000.00	West Zone
Money Market Funds					
TEXAS CLASS (XXXXX0001)	04/12/2016		0.55 %	299,754.57	
Checking Account(s)					
PROSPERITY BANK (XXXXX9069)			0.25 %	34,787.84	Checking Account
Totals for Operating Fund:				\$1,534,542.41	
Grand total for Montrose Management District:				\$1,534,542.41	

Montrose Management District
Summary of Pledged Securities

As of July 11, 2016

Financial Institution: ALLEGIANCE BANK		
Total CDs, MM:	\$150,000.00	Collateral Security Required: No
Less FDIC coverage:	\$250,000.00	Collateral Security Agreement On File: No
Total pledged securities:	\$0.00	Investment Policy Received: Yes
Ratio of pledged securities to investments:	N/A	
Financial Institution: COMPASS BANK-PREMIER		
Total CDs, MM:	\$100,000.00	Collateral Security Required: No
Less FDIC coverage:	\$250,000.00	Collateral Security Agreement On File: Yes
Total pledged securities:	\$1,800,000.00	Investment Policy Received: Yes
Ratio of pledged securities to investments:	N/A	
Financial Institution: FIRST STATE BANK		
Total CDs, MM:	\$100,000.00	Collateral Security Required: No
Less FDIC coverage:	\$250,000.00	Collateral Security Agreement On File: No
Total pledged securities:	\$0.00	Investment Policy Received: Yes
Ratio of pledged securities to investments:	N/A	
Financial Institution: GREEN BANK		
Total CDs, MM:	\$150,000.00	Collateral Security Required: No
Less FDIC coverage:	\$250,000.00	Collateral Security Agreement On File: No
Total pledged securities:	\$0.00	Investment Policy Received: Yes
Ratio of pledged securities to investments:	N/A	
Financial Institution: ICON BANK		
Total CDs, MM:	\$50,000.00	Collateral Security Required: No
Less FDIC coverage:	\$250,000.00	Collateral Security Agreement On File: No
Total pledged securities:	\$0.00	Investment Policy Received: Yes
Ratio of pledged securities to investments:	N/A	
Financial Institution: PIONEER BANK		
Total CDs, MM:	\$100,000.00	Collateral Security Required: No
Less FDIC coverage:	\$250,000.00	Collateral Security Agreement On File: No
Total pledged securities:	\$0.00	Investment Policy Received: Yes
Ratio of pledged securities to investments:	N/A	
Financial Institution: POST OAK BANK		
Total CDs, MM:	\$100,000.00	Collateral Security Required: No
Less FDIC coverage:	\$250,000.00	Collateral Security Agreement On File: No
Total pledged securities:	\$0.00	Investment Policy Received: Yes
Ratio of pledged securities to investments:	N/A	
Financial Institution: PROSPERITY BANK (Depository Bank)		
Total CDs, MM, and Checking Accounts:	\$384,787.84	Collateral Security Required: Yes
Less FDIC coverage:	\$250,000.00	Collateral Security Agreement On File: Yes
Total pledged securities:	\$794,374.33	Investment Policy Received: Yes
Ratio of pledged securities to investments:	589.35 %	

Montrose Management District
Summary of Pledged Securities

As of July 11, 2016

Financial Institution: SPIRIT OF TEXAS BANK

Total CDs, MM:	\$100,000.00	Collateral Security Required: No
Less FDIC coverage:	\$250,000.00	Collateral Security Agreement On File: No
Total pledged securities:	\$0.00	Investment Policy Received: Yes
Ratio of pledged securities to investments:	N/A	

Financial Institution: TEXAS CLASS

Total CDs, MM:	\$299,754.57	Collateral Security Required: No
Less FDIC coverage:	\$0.00	Collateral Security Agreement On File: No
Total pledged securities:	\$0.00	Investment Policy Received: Yes
Ratio of pledged securities to investments:	N/A	

Montrose Management District
Revenue & Expenditures Total Zone
June 2016

Source of Funds	Jun 16	Budget	\$ Over Budget	% of Budget	Jan - Jun 16	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
14110 • Assessments	7,910	7,900	10	100%	2,064,777	2,077,900	(13,123)	99%	2,121,643
14111 • PY Assessments	(1,946)	667	(2,613)	(292%)	2,066	4,000	(1,934)	52%	8,000
14112 • Assessment Refunds	1,416	(5,833)	7,249	(24%)	(33,369)	(35,000)	1,631	95%	(70,000)
14120 • Collection Fees	5,759	0	5,759	100%	44,605	0	44,605	100%	0
14310 • Penalties & Interest	2,126	2,500	(374)	85%	14,554	15,000	(446)	97%	30,800
14330 • Miscellaneous Income	476	3	473	15,867%	614	20	594	3,070%	40
14370 • Interest Earned on Temp. Invest	526	283	243	186%	2,169	1,700	469	128%	3,400
14380 • Interest	3	11	(8)	27%	51	68	(17)	75%	135
14390 • Prior Year Ending Fund Balance	0	0	0	0%	780,943	780,943	0	100%	780,943
Total Source of Funds	16,270	5,531	10,739	294%	2,876,410	2,844,631	31,779	101%	2,874,161
Use of Funds									
Business Development									
16123 • Project Management	2,764	2,764	0	100%	16,581	16,581	0	100%	33,162
16125 • Marketing & Public Relations									
16125-2 • Total Projects/Programs	39	1,083	(1,044)	4%	156	6,500	(6,344)	2%	13,000
16125-3 • Total Marketing Materials & Adv	1,108	6,250	(5,142)	18%	5,769	37,500	(31,731)	15%	75,000
16125-4 • Total Vendor Support of Project	8,893	17,750	(8,857)	50%	69,132	106,500	(37,368)	65%	213,000
Total 16125 • Marketing & Public Relations	10,040	25,083	(15,043)	40%	75,057	150,500	(75,443)	50%	301,000
16135 • Economic Development Services	1,250	4,167	(2,917)	30%	10,050	25,000	(14,950)	40%	50,000
16136 • Real Estate Consulting	0	1,250	(1,250)	0%	0	7,500	(7,500)	0%	15,000
16138 • Real Estate Forum	0	510	(510)	0%	0	3,058	(3,058)	0%	6,115
16140 • Web Site Main./Host/I.T.	0	500	(500)	0%	0	3,000	(3,000)	0%	6,000
16141 • GIS Services	50	167	(117)	30%	1,233	1,000	233	123%	2,000
Total Business Development	14,104	34,441	(20,337)	41%	102,921	206,639	(103,718)	50%	413,277
Project Staffing & Admin									
16150 • Admin & Management	2,487	2,487	0	100%	14,923	14,923	0	100%	29,845
16160 • Reimbursable Expenses	333	417	(84)	80%	3,850	2,500	1,350	154%	5,000
16170 • Reimbursable Mileage	362	667	(305)	54%	4,090	4,000	90	102%	8,000
16180 • Postage, Deliveries	81	167	(86)	49%	1,322	1,000	322	132%	2,000
16190 • Printing & Reproduction	701	771	(70)	91%	3,989	4,625	(636)	86%	9,250
16200 • Public Notices, Advertising	9	50	(41)	18%	1,022	300	722	341%	600
16220 • Legal Services	6,848	5,000	1,848	137%	113,602	30,000	83,602	379%	60,000
16250 • Bookkeeping	5,483	1,685	3,798	325%	13,058	10,110	2,948	129%	20,220
16260 • Assess Data Mgmt & Billing Svcs	1,796	2,042	(246)	88%	16,213	12,250	3,963	132%	24,500
16270 • Office Furniture & Supplies	0	333	(333)	0%	1,196	2,000	(804)	60%	4,000
16280 • Other	1,628	46	1,582	3,539%	9,282	275	9,007	3,375%	550
16290 • Office Lease Space	1,200	1,200	0	100%	7,200	7,200	0	100%	14,400
16291 • Office Equipment	217	208	9	104%	1,223	1,250	(27)	98%	2,500
16340 • Auditing Fees	6,000	6,000	0	100%	6,000	6,000	0	100%	13,000
16530 • Insurance & Surety Bond	0	0	0	0%	8,767	9,500	(733)	92%	10,000
Total Project Staffing & Admin	27,145	21,073	6,072	129%	205,737	105,933	99,804	194%	203,865

Montrose Management District
Revenue & Expenditures Total Zone
June 2016

	Jun 16	Budget	\$ Over Budget	% of Budget	Jan - Jun 16	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
Security and Public Safety									
15415 · Vehicle Lease	938	958	(20)	98%	5,628	5,750	(122)	98%	11,500
15416 · Vehicle Maintenance	0	208	(208)	0%	0	1,250	(1,250)	0%	2,500
15417 · Vehicle Maint. & Operations	1,674	600	1,074	279%	5,823	3,600	2,223	162%	7,200
15420 · Contract Public Safety Services	31,198	31,283	(85)	100%	186,176	187,700	(1,524)	99%	375,400
15421 · Payroll Expenses	2,908	2,226	682	131%	16,222	13,356	2,866	121%	26,712
15425 · Mobile Camera Program	2,250	2,917	(667)	77%	13,500	17,500	(4,000)	77%	35,000
15430 · Cell Phone	0	167	(167)	0%	0	1,000	(1,000)	0%	2,000
16102 · Public Safety Equipment	80	133	(53)	60%	480	800	(320)	60%	1,600
16110 · Graffiti Abatement	5,760	5,417	343	106%	33,150	32,500	650	102%	65,000
16111 · Light Outage Survey	0	0	0	0%	700	0	700	100%	0
16115 · Nuisance Abatement	0	5,167	(5,167)	0%	0	31,000	(31,000)	0%	62,000
16116 · Street Lights	0	233	(233)	0%	0	1,400	(1,400)	0%	2,800
16117 · Project Management	4,422	4,422	0	100%	26,530	26,530	0	100%	53,059
16118 · Security Donation	0	0	0	0%	0	0	0	0%	1,000
Total Security and Public Safety	49,230	53,731	(4,501)	92%	288,209	322,386	(34,177)	89%	645,771
Visual Improvements & Cultural									
16201 · Project Management	829	829	0	100%	4,974	4,974	0	100%	9,948
16202 · Street Sweeping	0	7,667	(7,667)	0%	0	46,000	(46,000)	0%	92,000
16212 · Beautification Design & Install	0	0	0	0%	31,968	0	31,968	100%	0
16213 · Landscape Maintenance	1,917	2,083	(166)	92%	23,291	12,500	10,791	186%	25,000
Total Visual Improvements & Cultural	2,746	10,579	(7,833)	26%	60,233	63,474	(3,241)	95%	126,948
16580 · Transfer to Capital Budget	0	0	0	0%	1,134,300	1,134,300	0	100%	1,134,300
Total Use of Funds	93,225	119,824	(26,599)	78%	1,791,400	1,832,732	(41,332)	98%	2,524,161
Net Ordinary Source of Funds	(76,955)	(114,293)	37,338	67%	1,085,010	1,011,899	73,111	107%	350,000

Montrose Management District
Revenue & Expenditures Total Zone
June 2016

Other Source/Use of Funds	Jun 16	Budget	\$ Over Budget	% of Budget	Jan - Jun 16	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
Other Use of Funds									
Capital Improvements									
15401 · Transfer from General Fund	0	0	0	0%	1,134,300	1,134,300	0	100%	1,134,300
15402 · Tradition Bank Loan	0	0	0	0%	0	0	0	0%	1,557,802
Total Capital Improvements	0	0	0	0%	1,134,300	1,134,300	0	100%	2,692,102
Total Other Source of Funds	0	0	0	0%	1,134,300	1,134,300	0	100%	2,692,102
Other Use of Funds									
Capital Improvement									
Mobility & Transportation - CPF									
17000 · Project Management	9,949	9,949	0	100%	59,691	59,691	0	100%	119,382
17002 · Bridge Lighting Eng Services	5,775	5,775	0	100%	19,920	19,920	0	100%	40,800
17003 · SPA Engineering Services	0	0	0	0%	2,340	2,340	0	100%	15,000
17004 · Bike Pathway Eng Services	0	0	0	0%	0	0	0	0%	59,000
17005 · General Engineering Services	0	0	0	0%	0	0	0	0%	30,000
17006 · Bike Rack Installation Project	0	0	0	0%	3,580	3,580	0	100%	55,000
17007 · Bike & Pedestrian Path Imp Proj	0	0	0	0%	0	0	0	0%	500,000
17008 · Bridge Lighting Install Project	0	0	0	0%	793,843	750,000	43,843	106%	750,000
Total Mobility & Transportation - CPF	15,724	15,724	0	100%	879,374	835,531	43,843	105%	1,569,182
Visual Improve & Cultural - CPF									
17100 · Project Management	7,185	7,185	0	100%	43,110	43,110	0	100%	86,220
17101 · Identity Marker Design Services	0	0	0	0%	2,413	2,000	413	121%	11,700
17102 · Esplanade Design Services	0	0	0	0%	0	0	0	0%	45,000
17103 · Identity Marker Installation	0	0	0	0%	0	0	0	0%	425,000
17104 · Esplanade Installation	0	0	0	0%	0	0	0	0%	555,000
Total Visual Improve & Cultural - CPF	7,185	7,185	0	100%	45,523	45,110	413	101%	1,122,920
Total Capital Improvement	22,909	22,909	0	100%	924,897	880,641	44,256	105%	2,692,102
Total Other Use of Funds	22,909	22,909	0	100%	924,897	880,641	44,256	105%	2,692,102
Net Other Source of Funds	(22,909)	(22,909)	0	100%	209,403	253,659	(44,256)	83%	0
Planned Reserves	(99,864)	(137,202)	37,338	73%	1,294,413	1,265,558	28,855	102%	350,000

**Montrose Management District
Vendor Monthly Payment Terms**

Vendor Name	Memo	Monthly Amount	Contractual	Recurring	Monthly Invoice Received
5020 Investments Ltd	Office Lease Expense	1,200.00	X		
ALLY	Vehicle Lease (2)	938.00	X		X
ALLY.	Personal Property Taxes				
SentiForce	Mobile Camera Program		X		
Bankcard Center	Credit Card Expenses	2,032.72		X	X
Blank Rome LLP	Legal Fees		X		
Blue Atlas Marketing	Website Expenses		X		
Bracewell & Giuliani LLP	Legal Fees - General Counsel	1,788.12	X		X
Charles Nicholas Promotional Products	Promotion		X		
CKP Communication Group LLC	Communication Services	4,000.00		X	X
Comcast	Office Expenses	219.78		X	X
Cracked Fox	Graphic Design & Marketing Services	2,242.50	X		X
Deborah Quinn Hensel	Writing and Photography Expense		X		
Dennis C. Beedon	Buisness Ambassador Program Services	3,045.53	X		X
Dero Bike Rack Co.	Bike Racks		X		
e-Vision 1 Productions, LLC	MMD Video Archive		X		
Equi-Tax, Inc.	Tax Services	7,377.44	X		X
Gandy Squared Lighting Design	Bridge Lighting Design	8,580.00	X		X
Grafikshop	Office Expense		X		
Greater East End Management District	Graffiti Abatement Services	5,760.00	X		X
Harris County Treasurer	Legal Fees		X		
Hawes Hill Calderon, LLP	Consulting & Admin Fee	28,807.87	X		X
Houston Arts Alliance	Syndication Services		X		
Kudela & Weinheimer	District Identity Marker		X		
Lawrence & Associates	Economic Development	1,250.00	X		X
Magoo's Print Shop	Marketing Expenses		X		
McCall, Gibson, Swedlund, Barfoot, PLLC	Audit Expense		X		
Minuteman Press - Post Oak	Newsletter Expense	579.41	X		X
Michael Hardy	Marketing Expenses	1,500.00	X		X
Mr. Dirt of Texas	Street Sweeping Expense		X		
Municipal Accounts & Consulting, L.P.	Bookkeeping Fees	1,565.01	X		X
Muze Development Parners LLC	Calendar Maintenance		X		
Perdue Brandon, Fielder, Collins & Mott	Delinquent Tax Coll	531.94	X		X
Chris Labod	Website Maintenance	350.00	X		X
Yellowstone Landscape & Maintenance	Landscape Maintenance		X		
SMC Logistics	Street Lights		X		
Tawny Tidwell	Social Media Consulting Services		X		
United Graphics	Postcards	181.00	X		X
Verizon Wireless	Cell Phone Expense	80.08		X	X
Walter P. Moore	West Montrose Mobility Study		X		
Montrose Car Care Center	Vehicle Maintenance	1,184.40		X	X
Texas Municipal League	Insurance Expense			X	
Mark Burton, P.L.L.C.	Annual Financial Report			X	
HBDGR Enterprises, LLC	Recycling Event		X		
Kafoglis Construction	Biek Racks		X		
South main Alliance	SMA Membership Dues		X		
Xenn	Website		X		
Houston Busniess Journal	Legal Noties		X		
Twisted Mister Promotions	HEB Recycle Event		X		
Bike Houston	Bike Maps		X		
Tradition Bank	Legal Cost		X		
TSG Reporting, Inc.	Public Hearing			X	
TXDOT	Bnridge Lighting Project		X		
Texas State Comptroller	Unclaimed Property		X		
University of St. Thomas	Meeting Expense	200.00		X	X

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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: 06/03/2016

LEGAL DESCRIPTION

BROOKHOUSE INC
1336 W CLAY ST

LTS 1 & 2
WAUGH DRIVE

HOUSTON

TX 77019-4036

1233 WAUGH DR

MONTEROSE MD WEST

ACCOUNT NUMBER: 94/059/173/000/0001
YEAR: 2015
REF No.: 0892545

DATE PROCESSED: 06/03/2016
RECEIPT NUMBER: 94150713
DEPOSIT BATCH No.: RF160603

NOTICE OF CHANGE IN ASSESSMENT

We have been notified by the Appraisal District of a change in the appraisal of your property that has resulted in a change in your assessment for the 2015 year.

The explanation of the change is:

- | | |
|--|--|
| <input type="checkbox"/> Decrease in Appraised Value | <input type="checkbox"/> Account Prorated |
| <input type="checkbox"/> Exemption(s) Added | <input type="checkbox"/> Account Deleted |
| <input type="checkbox"/> Homestead | <input type="checkbox"/> Rendition Penalty Waived |
| <input type="checkbox"/> Over 65 | <input checked="" type="checkbox"/> Other: <u>Cause 2015-71671</u> |
| <input type="checkbox"/> Disabled Person | |
| <input type="checkbox"/> Disabled Veteran | |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$9.52.

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

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

pd w/cv #5540



Equi-Tax Inc.
Ad Valorem Tax Assessors / Collectors

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P.O. Box 73109, Houston, Texas 77273
Customer Service 281.444.3946 fax 281.440.8304

DATE: 06/03/2016

LEGAL DESCRIPTION

BROOKHOUSE INC
5224 MEMORIAL DR
HOUSTON

TX 77007-8218

LT 25
WAUGH DRIVE

1336 W CLAY ST

MONTEROSE MD WEST

ACCOUNT NUMBER: 94/059/173/000/0025
YEAR: 2015
REF No.: 0892546

DATE PROCESSED: 06/03/2016
RECEIPT NUMBER: 94150717
DEPOSIT BATCH No.: RF160603

NOTICE OF CHANGE IN ASSESSMENT

We have been notified by the Appraisal District of a change in the appraisal of your property that has resulted in a change in your assessment for the 2015 year.

The explanation of the change is:

- | | |
|--|--|
| <input type="checkbox"/> Decrease in Appraised Value | <input type="checkbox"/> Account Prorated |
| <input type="checkbox"/> Exemption(s) Added | <input type="checkbox"/> Account Deleted |
| <input type="checkbox"/> Homestead | <input type="checkbox"/> Rendition Penalty Waived |
| <input type="checkbox"/> Over 65 | <input checked="" type="checkbox"/> Other: <u>Cause 2015-71671</u> |
| <input type="checkbox"/> Disabled Person | |
| <input type="checkbox"/> Disabled Veteran | |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$35.94.

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

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

pd w/cv #5541



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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: 06/03/2016

LEGAL DESCRIPTION

COLQUITT APARTMENTS LLC
9246 MEMORIAL DR
HOUSTON

TX 77024-5817

LTS 5 & 6 & TR 9A BLK 11
MONTLEW PLACE

1850 COLQUITT ST 16

MONTEROSE MD WEST

ACCOUNT NUMBER: 94/038/224/000/0005
YEAR: 2015
REF No.: 0892544

DATE PROCESSED: 06/03/2016
RECEIPT NUMBER: 94150314
DEPOSIT BATCH No.: RF160603

NOTICE OF CHANGE IN ASSESSMENT

We have been notified by the Appraisal District of a change in the appraisal of your property that has resulted in a change in your assessment for the 2015 year.

The explanation of the change is:

- | | |
|--|--|
| <input type="checkbox"/> Decrease in Appraised Value | <input type="checkbox"/> Account Prorated |
| <input type="checkbox"/> Exemption(s) Added | <input type="checkbox"/> Account Deleted |
| <input type="checkbox"/> Homestead | <input type="checkbox"/> Rendition Penalty Waived |
| <input type="checkbox"/> Over 65 | <input checked="" type="checkbox"/> Other: <u>Cause 2015-31975</u> |
| <input type="checkbox"/> Disabled Person | |
| <input type="checkbox"/> Disabled Veteran | |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$143.18.

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

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

pd w/cv #5542



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: 06/09/2016

LEGAL DESCRIPTION

Dean Capital Corp
32 Pinedale St
Houston, TX 77006

TR 8A 9A & 10A BLK 19
LOCKHART CONNOR & BARZIZA

811 SUL ROSE ST 6

MONTEROSE MD EAST

ACCOUNT NUMBER: 92/023/075/000/0017
YEAR: 2007
REF No.: 0892574

DATE PROCESSED: 06/09/2016
RECEIPT NUMBER: 92000936
DEPOSIT BATCH No.: RF160609

NOTICE OF CHANGE IN ASSESSMENT

We have been notified by the Appraisal District of a change in the appraisal of your property that has resulted in a change in your assessment for the 2007 year.

The explanation of the change is:

- | | |
|--|--|
| <input type="checkbox"/> Decrease in Appraised Value | <input type="checkbox"/> Account Prorated |
| <input type="checkbox"/> Exemption(s) Added | <input type="checkbox"/> Account Deleted |
| <input type="checkbox"/> Homestead | <input type="checkbox"/> Rendition Penalty Waived |
| <input type="checkbox"/> Over 65 | <input checked="" type="checkbox"/> Other: <u>4plex & duplex</u> |
| <input type="checkbox"/> Disabled Person | |
| <input type="checkbox"/> Disabled Veteran | |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$334.50.

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

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

pd w/cv #5543



Equi-Tax Inc.
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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: 06/09/2016

LEGAL DESCRIPTION

Dean Capital Corp
32 Pinedale St
Houston, TX 77006

TRS 8A 9A & 10A BLK 19
LOCKHART CONNOR & BARZIZA

811 SUL ROSS ST 6

MONTROSE MD EAST

ACCOUNT NUMBER: 92/023/075/000/0017
YEAR: 2008
REF No.: 0892575

DATE PROCESSED: 06/09/2016
RECEIPT NUMBER: 92001294
DEPOSIT BATCH No.: RP160609

NOTICE OF CHANGE IN ASSESSMENT

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

The explanation of the change is:

- | | |
|--|--|
| <input type="checkbox"/> Decrease in Appraised Value | <input type="checkbox"/> Account Prorated |
| <input type="checkbox"/> Exemption(s) Added | <input type="checkbox"/> Account Deleted |
| <input type="checkbox"/> Homestead | <input type="checkbox"/> Rendition Penalty Waived |
| <input type="checkbox"/> Over 65 | <input checked="" type="checkbox"/> Other: <u>4plex & duplex</u> |
| <input type="checkbox"/> Disabled Person | |
| <input type="checkbox"/> Disabled Veteran | |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$367.88.

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

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

pd w/cr #5543



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P. O. Box 73109, Houston, Texas 77273
Customer Service 281.444.3946 fax 281.440.8304

DATE: 06/09/2016

LEGAL DESCRIPTION

Dean Capital Corp
32 Pinedale St
Houston, TX 77006

TRS 8A 9A & 10A BLK 19
LOCKHART CONNOR & BARZIZA

811 SUL ROSS ST 6

MONTROSE MD EAST

ACCOUNT NUMBER: 92/023/075/000/0017
YEAR: 2009
REF No.: 0892576

DATE PROCESSED: 06/09/2016
RECEIPT NUMBER: 92000219
DEPOSIT BATCH No.: RP160609

NOTICE OF CHANGE IN ASSESSMENT

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

The explanation of the change is:

- | | |
|--|--|
| <input type="checkbox"/> Decrease in Appraised Value | <input type="checkbox"/> Account Prorated |
| <input type="checkbox"/> Exemption(s) Added | <input type="checkbox"/> Account Deleted |
| <input type="checkbox"/> Homestead | <input type="checkbox"/> Rendition Penalty Waived |
| <input type="checkbox"/> Over 65 | <input checked="" type="checkbox"/> Other: <u>4plex & duplex</u> |
| <input type="checkbox"/> Disabled Person | |
| <input type="checkbox"/> Disabled Veteran | |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$367.88.

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

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

pd w/cr #5543



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P. O. Box 73109, Houston, Texas 77273
Customer Service 281.444.3946 fax 281.440.8304

DATE: 06/09/2016

LEGAL DESCRIPTION

Dean Capital Corp
32 Pinedale St
Houston, TX 77006

TRS 8A 9A & 10A BLK 19
LOCKHART CONNOR & BARZIZA

811 SUL ROSS ST 6

MONTROSE MD EAST

ACCOUNT NUMBER: 92/023/075/000/0017
YEAR: 2010
REF No.: 0892577

DATE PROCESSED: 06/09/2016
RECEIPT NUMBER: 92000185
DEPOSIT BATCH No.: RP160609

NOTICE OF CHANGE IN ASSESSMENT

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

The explanation of the change is:

- | | |
|--|--|
| <input type="checkbox"/> Decrease in Appraised Value | <input type="checkbox"/> Account Prorated |
| <input type="checkbox"/> Exemption(s) Added | <input type="checkbox"/> Account Deleted |
| <input type="checkbox"/> Homestead | <input type="checkbox"/> Rendition Penalty Waived |
| <input type="checkbox"/> Over 65 | <input checked="" type="checkbox"/> Other: <u>4plex & duplex</u> |
| <input type="checkbox"/> Disabled Person | |
| <input type="checkbox"/> Disabled Veteran | |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$336.63.

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

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

pd w/cr #5543



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Customer Service 281.444.3946 fax 281.440.8304

DATE: 06/09/2016

LEGAL DESCRIPTION

Dean Capital Corp
32 Pinedale St
Houston, TX 77006

TRS 8A 9A & 10A BLK 19
LOCKHART CONNOR & BARZIZA

811 SUL ROSS ST 6

MONTROSE MD EAST

ACCOUNT NUMBER: 92/023/075/000/0017
YEAR: 2011
REF No.: 0892578

DATE PROCESSED: 06/09/2016
RECEIPT NUMBER: 92000192
DEPOSIT BATCH No.: RP160609

NOTICE OF CHANGE IN ASSESSMENT

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

The explanation of the change is:

- | | |
|--|--|
| <input type="checkbox"/> Decrease in Appraised Value | <input type="checkbox"/> Account Prorated |
| <input type="checkbox"/> Exemption(s) Added | <input type="checkbox"/> Account Deleted |
| <input type="checkbox"/> Homestead | <input type="checkbox"/> Rendition Penalty Waived |
| <input type="checkbox"/> Over 65 | <input checked="" type="checkbox"/> Other: <u>4plex & duplex</u> |
| <input type="checkbox"/> Disabled Person | |
| <input type="checkbox"/> Disabled Veteran | |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$458.16.

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

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

pd w/cr #5542



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17111 Rolling Creek Drive, Suite 200, Houston, Texas 77099
P.O. Box 73109, Houston, Texas 77273
Customer Service 281.444.3946 fax 281.440.8304

DATE: 06/09/2016

LEGAL DESCRIPTION

Dean Capital Corp
32 Pinedale St
Houston, TX 77006

TRS 8A 9A & 10A BLK 19
LOCKHART CONNOR & BARZIZA

811 SUL ROSS ST 6

MONTROSE MD EAST

ACCOUNT NUMBER: 92/023/075/000/0017

DATE PROCESSED: 06/09/2016

YEAR: 2012

RECEIPT NUMBER: 92000197

REF No.: 0892579

DEPOSIT BATCH No.: RP160609

NOTICE OF CHANGE IN ASSESSMENT

We have been notified by the Appraisal District of a change in the appraisal of your property that has resulted in a change in your assessment for the 2012 year.

The explanation of the change is:

<input type="checkbox"/> Decrease in Appraised Value	<input type="checkbox"/> Account Prorated
<input type="checkbox"/> Exemption(s) Added	<input type="checkbox"/> Account Deleted
<input type="checkbox"/> Homestead	<input type="checkbox"/> Rendition Penalty Waived
<input type="checkbox"/> Over 65	<input checked="" type="checkbox"/> Other: <u>4plex & duplex</u>
<input type="checkbox"/> Disabled Person	
<input type="checkbox"/> Disabled Veteran	

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$440.83.

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

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

ptw/crk# 55413



Equi-Tax Inc.
Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

17111 Rolling Creek Drive, Suite 200, Houston, Texas 77099
P.O. Box 73109, Houston, Texas 77273
Customer Service 281.444.3946 fax 281.440.8304

DATE: 06/09/2016

LEGAL DESCRIPTION

Dean Capital Corp
32 Pinedale St
Houston, TX 77006

TRS 8A 9A & 10A BLK 19
LOCKHART CONNOR & BARZIZA

811 SUL ROSS ST 6

MONTROSE MD EAST

ACCOUNT NUMBER: 92/023/075/000/0017

DATE PROCESSED: 06/09/2016

YEAR: 2013

RECEIPT NUMBER: 92130197

REF No.: 0892580

DEPOSIT BATCH No.: RP160609

NOTICE OF CHANGE IN ASSESSMENT

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

The explanation of the change is:

<input type="checkbox"/> Decrease in Appraised Value	<input type="checkbox"/> Account Prorated
<input type="checkbox"/> Exemption(s) Added	<input type="checkbox"/> Account Deleted
<input type="checkbox"/> Homestead	<input type="checkbox"/> Rendition Penalty Waived
<input type="checkbox"/> Over 65	<input checked="" type="checkbox"/> Other: <u>4plex & duplex</u>
<input type="checkbox"/> Disabled Person	
<input type="checkbox"/> Disabled Veteran	

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$612.27.

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

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

ptw/crk# 55413



Equi-Tax Inc.
Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

17111 Rolling Creek Drive, Suite 200, Houston, Texas 77099
P.O. Box 73109, Houston, Texas 77273
Customer Service 281.444.3946 fax 281.440.8304

DATE: 06/09/2016

LEGAL DESCRIPTION

Dean Capital Corp
32 Pinedale St
Houston, TX 77006

TRS 8A 9A & 10A BLK 19
LOCKHART CONNOR & BARZIZA

811 SUL ROSS ST 6

MONTROSE MD EAST

ACCOUNT NUMBER: 92/023/075/000/0017

DATE PROCESSED: 06/09/2016

YEAR: 2014

RECEIPT NUMBER: 92140201

REF No.: 0892581

DEPOSIT BATCH No.: RP160609

NOTICE OF CHANGE IN ASSESSMENT

We have been notified by the Appraisal District of a change in the appraisal of your property that has resulted in a change in your assessment for the 2014 year.

The explanation of the change is:

<input type="checkbox"/> Decrease in Appraised Value	<input type="checkbox"/> Account Prorated
<input type="checkbox"/> Exemption(s) Added	<input type="checkbox"/> Account Deleted
<input type="checkbox"/> Homestead	<input type="checkbox"/> Rendition Penalty Waived
<input type="checkbox"/> Over 65	<input checked="" type="checkbox"/> Other: <u>4plex & duplex</u>
<input type="checkbox"/> Disabled Person	
<input type="checkbox"/> Disabled Veteran	

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$591.12.

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

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

ptw/crk# 55412



Equi-Tax Inc.
Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

17111 Rolling Creek Drive, Suite 200, Houston, Texas 77099
P.O. Box 73109, Houston, Texas 77273
Customer Service 281.444.3946 fax 281.440.8304

DATE: 06/01/2016

LEGAL DESCRIPTION

DWA FORTY FIVE INC
3611 GRAUSTARK ST APT 20

LTS 8 & 9 & TRS 6D & 12D
BLK 65
MONTROSE

HOUSTON TX 77006-4247

3611 GRAUSTARK ST 17

MONTROSE MD WEST

ACCOUNT NUMBER: 94/026/191/000/0014

DATE PROCESSED: 06/01/2016

YEAR: 2014

RECEIPT NUMBER: 94140151

REF No.: 0892357

DEPOSIT BATCH No.: RP160601

NOTICE OF CHANGE IN ASSESSMENT

We have been notified by the Appraisal District of a change in the appraisal of your property that has resulted in a change in your assessment for the 2014 year.

The explanation of the change is:

<input type="checkbox"/> Decrease in Appraised Value	<input type="checkbox"/> Account Prorated
<input type="checkbox"/> Exemption(s) Added	<input type="checkbox"/> Account Deleted
<input type="checkbox"/> Homestead	<input type="checkbox"/> Rendition Penalty Waived
<input type="checkbox"/> Over 65	<input checked="" type="checkbox"/> Other: <u>Pause 2014-6-14-09</u>
<input type="checkbox"/> Disabled Person	
<input type="checkbox"/> Disabled Veteran	

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$100.90.

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

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

ptw/crk# 55414



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: 06/03/2016

LEGAL DESCRIPTION

HARRIS DWAYNE & PAULA D
315 W ALABAMA ST STE 200

TRS 1A 3A 3B 4B 6 & LT 2 BLK
10 BOTE

HOUSTON TX 77006-5177

315 W ALABAMA ST

MONTROSE MD EAST

ACCOUNT NUMBER: 92/008/260/000/0013
YEAR: 2014
REF No.: 0892535

DATE PROCESSED: 06/03/2016
RECEIPT NUMBER: 92140044
DEPOSIT BATCH No.: RP160603

NOTICE OF CHANGE IN ASSESSMENT

We have been notified by the Appraisal District of a change in the appraisal of your property that has resulted in a change in your assessment for the 2014 year.

The explanation of the change is:

- | | |
|--|--|
| <input type="checkbox"/> Decrease in Appraised Value | <input type="checkbox"/> Account Prorated |
| <input type="checkbox"/> Exemption(s) Added | <input type="checkbox"/> Account Deleted |
| <input type="checkbox"/> Homestead | <input type="checkbox"/> Rendition Penalty Waived |
| <input type="checkbox"/> Over 65 | <input checked="" type="checkbox"/> Other: <u>Cause 2014-68432</u> |
| <input type="checkbox"/> Disabled Person | |
| <input type="checkbox"/> Disabled Veteran | |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$149.07.

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

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

pdw/ok #5545

MONTROSE MD WEST
DATE: 06/01/2016
YEAR: 2015

OVERAGE AMOUNT: \$624.70
DEPOSIT BATCH NO.: 94C16531
RECEIPT NUMBER: 94150674

OWNER NAME: WINAGS LLC

CHECK NO.: SAV-9747

ACCOUNT NUMBER: 94/056/183/000/0003

DATE OF PAYMENT: 05/31/2016

PAID BY:

LEGAL DESCRIPTION

WINAGS LLC
1651 RICHMOND AVE

TR 3A
HAIR

HOUSTON TX 77006-5213

1651 RICHMOND AVE

SECOND PAYMENT

DISTRICT NAME
MONTROSE MD WEST

OVERPAYMENT AMOUNT
\$624.70

Amount of Refund: \$624.70

AMOUNT OF CHECK: \$624.70

CHECK NO: SAV-9747

AMOUNT APPLIED: \$0.00

Ref No.: 119890210

DIFFERENCE: \$624.70

COMPLETED BY: [Signature] DATE: 6-1

FIRST PAYMENT RECEIVED FROM: 690908 DOBROWSKI GWEN

DATE PAID: 05/24/2016 DEPOSIT# 94C16523 CHECK# DISC-9613

DISPOSITION OF OVERPAYMENT

REFUND TO: Gwen W. Dobrowski DATE: 6-21

Address: 1651 Richmond Ave

Address:

City: Houston State: TX Zip: 77006

APPLIED TO ACCT# DATE:

pdw/ok #5546



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

MONTROSE MD EAST
DATE: 06/21/2016
YEAR: 2015

OVERPAYMENT: \$269.67
DEPOSIT BATCH NO.: 92-433
RECEIPT NUMBER: 92150312

OWNER NAME: YOSHIDA NAOMITSU & MAEMI

CHECK NO.: 16170

ACCOUNT NUMBER: 92/030/245/000/0011

DATE OF PAYMENT: 06/21/2016

PAID BY: 660919

LEGAL DESCRIPTION

NIPPON RESTAURANT INC
4464 MONTROSE
HOUSTON TX 77006

TRS 11 & 12A BLK 1
ROSSMOYNE

4464 MONTROSE BLVD

NOTICE OF OVERPAYMENT OF TAX

DISTRICT NAME
MONTROSE MD EAST

OVERPAYMENT AMOUNT
\$269.67

REASON: paid July amt

AMOUNT OF CHECK: \$1,435.48

CHECK NO: 16170

AMOUNT APPLIED: \$1,165.81

Ref No.: JULY PMT

DIFFERENCE: \$269.67

COMPLETED BY: [Signature] DATE: 6-21

Make refund payable to:

Address:

City: State: Zip:

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

pdw/ok #5547



Equi-Tax Inc.
Ad Valorem Tax Assessors / Collectors

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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: 06/01/2016

LEGAL DESCRIPTION

PLAZA JOP LLC
1120 BAY AREA BLVD

TRS 5 9 10 & 10A
ARST 696 O SMITH

HOUSTON TX 77058-2502

WOODHEAD ST

MONTROSE MD WEST

ACCOUNT NUMBER: 94/044/222/000/0110
YEAR: 2015
REF No.: 0892359

DATE PROCESSED: 06/01/2016
RECEIPT NUMBER: 94150372
DEPOSIT BATCH No.: RP160601

NOTICE OF CHANGE IN ASSESSMENT

We have been notified by the Appraisal District of a change in the appraisal of your property that has resulted in a change in your assessment for the 2015 year.

The explanation of the change is:

- | | |
|--|--|
| <input type="checkbox"/> Decrease in Appraised Value | <input type="checkbox"/> Account Prorated |
| <input type="checkbox"/> Exemption(s) Added | <input type="checkbox"/> Account Deleted |
| <input type="checkbox"/> Homestead | <input type="checkbox"/> Rendition Penalty Waived |
| <input type="checkbox"/> Over 65 | <input checked="" type="checkbox"/> Other: <u>Cause 2015-52053</u> |
| <input type="checkbox"/> Disabled Person | |
| <input type="checkbox"/> Disabled Veteran | |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$68.80.

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

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

pdw/ok #5548



Equi-Tax Inc.
Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

17111 Rolling Creek Drive, Suite 200, Houston, Texas 77090
P.O. Box 77109, Houston, Texas 77273
Customer Service 281.444.3946 fax 281.440.8304

DATE: 06/01/2016

LEGAL DESCRIPTION

PLAZA JJP LLC
1120 BAY AREA BLVD

TR 148
ABST 696 O SMITH

HOUSTON TX 77058-2502

WOODHEAD ST

MONTROSE MD WEST

ACCOUNT NUMBER: 94/044/222/000/0156
YEAR: 2015
REF No.: 0892360

DATE PROCESSED: 06/01/2016
RECEIPT NUMBER: 94150374
DEPOSIT BATCH No.: RP160601

NOTICE OF CHANGE IN ASSESSMENT

We have been notified by the Appraisal District of a change in the appraisal of your property that has resulted in a change in your assessment for the 2015 year.

The explanation of the change is:

- | | |
|--|--|
| <input type="checkbox"/> Decrease in Appraised Value | <input type="checkbox"/> Account Prorated |
| <input type="checkbox"/> Exemption(s) Added | <input type="checkbox"/> Account Deleted |
| <input type="checkbox"/> Homestead | <input type="checkbox"/> Rendition Penalty Waived |
| <input type="checkbox"/> Over 65 | <input checked="" type="checkbox"/> Other: <u>CAUSE 2015-52053</u> |
| <input type="checkbox"/> Disabled Person | |
| <input type="checkbox"/> Disabled Veteran | |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$13.28.

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

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

pdw/cr #5548



Equi-Tax Inc.
Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

17111 Rolling Creek Drive, Suite 200, Houston, Texas 77090
P.O. Box 77109, Houston, Texas 77273
Customer Service 281.444.3946 fax 281.440.8304

DATE: 06/01/2016

LEGAL DESCRIPTION

PLAZA JJP LLC
1120 BAY AREA BLVD

TR 3C 4A-1 4B 11 15A & 16A
ABST 696 O SMITH

HOUSTON TX 77058-2502

W BELL ST

MONTROSE MD WEST

ACCOUNT NUMBER: 94/044/222/000/0157
YEAR: 2015
REF No.: 0892361

DATE PROCESSED: 06/01/2016
RECEIPT NUMBER: 94150375
DEPOSIT BATCH No.: RP160601

NOTICE OF CHANGE IN ASSESSMENT

We have been notified by the Appraisal District of a change in the appraisal of your property that has resulted in a change in your assessment for the 2015 year.

The explanation of the change is:

- | | |
|--|--|
| <input type="checkbox"/> Decrease in Appraised Value | <input type="checkbox"/> Account Prorated |
| <input type="checkbox"/> Exemption(s) Added | <input type="checkbox"/> Account Deleted |
| <input type="checkbox"/> Homestead | <input type="checkbox"/> Rendition Penalty Waived |
| <input type="checkbox"/> Over 65 | <input checked="" type="checkbox"/> Other: <u>CAUSE 2015-52053</u> |
| <input type="checkbox"/> Disabled Person | |
| <input type="checkbox"/> Disabled Veteran | |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$234.96.

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

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

pdw/cr #5548



Equi-Tax Inc.
Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

17111 Rolling Creek Drive, Suite 200, Houston, Texas 77090
P.O. Box 77109, Houston, Texas 77273
Customer Service 281.444.3946 fax 281.440.8304

DATE: 06/01/2016

LEGAL DESCRIPTION

PLAZA JJP LLC
1120 BAY AREA BLVD

TR 18
ABST 696 O SMITH

HOUSTON TX 77058-2502

1313 WOODHEAD ST

MONTROSE MD WEST

ACCOUNT NUMBER: 94/044/222/000/0170
YEAR: 2015
REF No.: 0892362

DATE PROCESSED: 06/01/2016
RECEIPT NUMBER: 94150376
DEPOSIT BATCH No.: RP160601

NOTICE OF CHANGE IN ASSESSMENT

We have been notified by the Appraisal District of a change in the appraisal of your property that has resulted in a change in your assessment for the 2015 year.

The explanation of the change is:

- | | |
|--|--|
| <input type="checkbox"/> Decrease in Appraised Value | <input type="checkbox"/> Account Prorated |
| <input type="checkbox"/> Exemption(s) Added | <input type="checkbox"/> Account Deleted |
| <input type="checkbox"/> Homestead | <input type="checkbox"/> Rendition Penalty Waived |
| <input type="checkbox"/> Over 65 | <input checked="" type="checkbox"/> Other: <u>CAUSE 2015-52053</u> |
| <input type="checkbox"/> Disabled Person | |
| <input type="checkbox"/> Disabled Veteran | |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$25.64.

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

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

pdw/cr #5548



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P.O. Box 77109, Houston, Texas 77273
Customer Service 281.444.3946 fax 281.440.8304

DATE: 06/01/2016

LEGAL DESCRIPTION

PLAZA JJP LLC
1120 BAY AREA BLVD

TR 23
ABST 696 O SMITH

HOUSTON TX 77058-2502

1926 W GRAY ST

MONTROSE MD WEST

ACCOUNT NUMBER: 94/044/225/000/0140
YEAR: 2015
REF No.: 0892364

DATE PROCESSED: 06/01/2016
RECEIPT NUMBER: 94150387
DEPOSIT BATCH No.: RP160601

NOTICE OF CHANGE IN ASSESSMENT

We have been notified by the Appraisal District of a change in the appraisal of your property that has resulted in a change in your assessment for the 2015 year.

The explanation of the change is:

- | | |
|--|--|
| <input type="checkbox"/> Decrease in Appraised Value | <input type="checkbox"/> Account Prorated |
| <input type="checkbox"/> Exemption(s) Added | <input type="checkbox"/> Account Deleted |
| <input type="checkbox"/> Homestead | <input type="checkbox"/> Rendition Penalty Waived |
| <input type="checkbox"/> Over 65 | <input checked="" type="checkbox"/> Other: <u>CAUSE 2015-52053</u> |
| <input type="checkbox"/> Disabled Person | |
| <input type="checkbox"/> Disabled Veteran | |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$139.28.

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

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

pdw/cr #5548



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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: 06/01/2016

LEGAL DESCRIPTION

PLAZA JVP LLC
1120 BAY AREA BLVD
HOUSTON TX 77058-2502

TR 5A
ABST 595 O SMITH
1945 W BELL ST 44

MONTROSE MD WEST

ACCOUNT NUMBER: 94/044/225/000/0030
YEAR: 2015
REF No.: 0892363

DATE PROCESSED: 06/01/2016
RECEIPT NUMBER: 94150361
DEPOSIT BATCH No.: RP160601

NOTICE OF CHANGE IN ASSESSMENT

We have been notified by the Appraisal District of a change in the appraisal of your property that has resulted in a change in your assessment for the 2015 year.

The explanation of the change is:

- | | |
|--|--|
| <input type="checkbox"/> Decrease in Appraised Value | <input type="checkbox"/> Account Prorated |
| <input type="checkbox"/> Exemption(s) Added | <input type="checkbox"/> Account Deleted |
| <input type="checkbox"/> Homestead | <input type="checkbox"/> Rendition Penalty Waived |
| <input type="checkbox"/> Over 65 | <input checked="" type="checkbox"/> Other: <u>Cause 2015-52053</u> |
| <input type="checkbox"/> Disabled Person | |
| <input type="checkbox"/> Disabled Veteran | |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$546.25.

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

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

pdw/cx# 5548



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: 06/03/2016

LEGAL DESCRIPTION

RIVAS ITALIAN RESTAURANT
& JOSEPH & M SIBOYEH
10119 BARR LAKE DR
HOUSTON TX 77095-2399

LTS 5 & 6 BLK 5
HYDE PARK ANNEX

1117 MISSOURI ST

MONTROSE MD WEST

ACCOUNT NUMBER: 94/018/037/000/0006
YEAR: 2014
REF No.: 0892542

DATE PROCESSED: 06/03/2016
RECEIPT NUMBER: 94140050
DEPOSIT BATCH No.: RP160603

NOTICE OF CHANGE IN ASSESSMENT

We have been notified by the Appraisal District of a change in the appraisal of your property that has resulted in a change in your assessment for the 2014 year.

The explanation of the change is:

- | | |
|--|--|
| <input type="checkbox"/> Decrease in Appraised Value | <input type="checkbox"/> Account Prorated |
| <input type="checkbox"/> Exemption(s) Added | <input type="checkbox"/> Account Deleted |
| <input type="checkbox"/> Homestead | <input type="checkbox"/> Rendition Penalty Waived |
| <input type="checkbox"/> Over 65 | <input checked="" type="checkbox"/> Other: <u>Cause 2014-69109</u> |
| <input type="checkbox"/> Disabled Person | |
| <input type="checkbox"/> Disabled Veteran | |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$108.64.

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

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

pdw/cx# 5549



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: 06/03/2016

LEGAL DESCRIPTION

RIVAS ITALIAN RESTAURANT
& JOSEPH & M SIBOYEH
10119 BARR LAKE DR
HOUSTON TX 77095-2399

LTS 5 & 6 BLK 5
HYDE PARK ANNEX
1117 MISSOURI ST

MONTROSE MD WEST

ACCOUNT NUMBER: 94/018/037/000/0006
YEAR: 2015
REF No.: 0892543

DATE PROCESSED: 06/03/2016
RECEIPT NUMBER: 94150054
DEPOSIT BATCH No.: RP160603

NOTICE OF CHANGE IN ASSESSMENT

We have been notified by the Appraisal District of a change in the appraisal of your property that has resulted in a change in your assessment for the 2015 year.

The explanation of the change is:

- | | |
|--|--|
| <input type="checkbox"/> Decrease in Appraised Value | <input type="checkbox"/> Account Prorated |
| <input type="checkbox"/> Exemption(s) Added | <input type="checkbox"/> Account Deleted |
| <input type="checkbox"/> Homestead | <input type="checkbox"/> Rendition Penalty Waived |
| <input type="checkbox"/> Over 65 | <input checked="" type="checkbox"/> Other: <u>Cause 2014-69109</u> |
| <input type="checkbox"/> Disabled Person | |
| <input type="checkbox"/> Disabled Veteran | |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$86.90.

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

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

pdw/cx# 5549



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: 06/03/2016

LEGAL DESCRIPTION

UST REALTY COMPANY
C/O UNIV OF ST THOMAS:ATTN PRESIDENT
3800 MONTROSE BLVD
HOUSTON TX 77006-4626

LTS 1 2 3 5 & 7 & TRS 4A 8A
14A 15A & 16A BLK 38
MONTROSE
4100 MONTROSE BLVD

MONTROSE MD EAST

ACCOUNT NUMBER: 92/026/164/000/0027
YEAR: 2014
REF No.: 0892536

DATE PROCESSED: 06/03/2016
RECEIPT NUMBER: 92140297
DEPOSIT BATCH No.: RP160603

NOTICE OF CHANGE IN ASSESSMENT

We have been notified by the Appraisal District of a change in the appraisal of your property that has resulted in a change in your assessment for the 2014 year.

The explanation of the change is:

- | | |
|--|--|
| <input type="checkbox"/> Decrease in Appraised Value | <input type="checkbox"/> Account Prorated |
| <input type="checkbox"/> Exemption(s) Added | <input type="checkbox"/> Account Deleted |
| <input type="checkbox"/> Homestead | <input type="checkbox"/> Rendition Penalty Waived |
| <input type="checkbox"/> Over 65 | <input checked="" type="checkbox"/> Other: <u>Cause 2014-69106</u> |
| <input type="checkbox"/> Disabled Person | |
| <input type="checkbox"/> Disabled Veteran | |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$339.68.

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

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

pdw/cx# 5550



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

Statement reflects payment(s) received through: 06/21/16

Account Summary

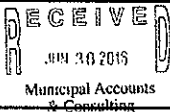
Next Payment:	Past Due Payments	Other Unpaid Amounts:
Due Date: 09/13/16	Due Date	Amount Due
Base Payment: \$469.00		
Sales/Use Tax:		
Per. Property Tax:		
Other Scheduled:		
Total: \$469.00	Total:	Total: \$893.76

STATEMENT TOTAL: \$1,162.76

Account Information

Account Number: 611820297891
Make: 14 JEEP GRAND
VIN: 1C4JEAAG3C322508
Scheduled End Date: 01/12/17
Payments Remaining: 4

Important Account Message



You asked and we listened! We now accept online payments 365 days per year. Please note that while any payment made before 6 PM ET on a weekend won't be applied until the next business day, it will be effective the day of payment, which means fewer finance charges for you. Create an online account or log in at www.ally.com/auto and make a payment this weekend.

Don't Want to Mail Your Payment? We have Options:

- Automatic Payments - Allow your payment to be conveniently transferred from your checking or savings account to Ally, at no cost to you. Please visit allyauto.com for more information.
- Online Payments and Billing Statements - Register for Ally Online Services at allyauto.com, add your account, then schedule one-time payments at your convenience or go green with auto-payments, at no cost to you.
- Payments by phone or payments online by debit card - To hear available options call 888-925-2559. A third-party service provider fee may apply.

Contact Information: You can reach us by visiting allyauto.com or call us at 888-925-ALLY(2559)

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



PO BOX 389902
BLOOMINGTON MN 55438-0902

THE MONTROSE MANAGEMENT
PO BOX 22167
HOUSTON TX 77227



DUE DATE: 06/13/16

ACCOUNT NUMBER: 611820297891
STATEMENT TOTAL: \$1,162.76
TOTAL AMOUNT PAID: \$ 469.00

PAYMENT PROCESSING CENTER
PO BOX 78234
PHOENIX AZ 85082-8234



04 07 611 9202 97691 8 00116276 7 7 4



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

Statement reflects payment(s) received through: 06/21/16

Account Summary

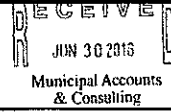
Next Payment:	Past Due Payments	Other Unpaid Amounts:
Due Date: 09/13/16	Due Date	Amount Due
Base Payment: \$469.00		
Sales/Use Tax:		
Per. Property Tax:		
Other Scheduled:		
Total: \$469.00	Total:	Total: \$893.76

STATEMENT TOTAL: \$1,162.76

Account Information

Account Number: 611820298817
Make: 14 JEEP GRAND
VIN: 1C4JEAAG3C322508
Scheduled End Date: 01/12/17
Payments Remaining: 4

Important Account Message



You asked and we listened! We now accept online payments 365 days per year. Please note that while any payment made before 6 PM ET on a weekend won't be applied until the next business day, it will be effective the day of payment, which means fewer finance charges for you. Create an online account or log in at www.ally.com/auto and make a payment this weekend.

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- Online Payments and Billing Statements - Register for Ally Online Services at allyauto.com, add your account, then schedule one-time payments at your convenience or go green with auto-payments, at no cost to you.
- Payments by phone or payments online by debit card - To hear available options call 888-925-2559. A third-party service provider fee may apply.

Contact Information: You can reach us by visiting allyauto.com or call us at 888-925-ALLY(2559)

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



PO BOX 389902
BLOOMINGTON MN 55438-0902

THE MONTROSE MANAGEMENT
PO BOX 22167
HOUSTON TX 77227



DUE DATE: 06/13/16

ACCOUNT NUMBER: 611820298817
STATEMENT TOTAL: \$1,162.76
TOTAL AMOUNT PAID: \$ 469.00

PAYMENT PROCESSING CENTER
PO BOX 78234
PHOENIX AZ 85082-8234



04 07 611 9202 98617 2 00116276 7 7 6



Chris Labod
1502 Deer Forest Dr
Spring TX 77373
(281)-658-0741

Monrose Management District
5020 Montrose, Suite 311
Houston TX 77006

Invoice

Jul 01, 2016
Invoice # 2016-07-426
Website Maintenance

Item	hrs / qty	rate / price	taxes	subtotal
MHD Website Maintenance	00.00	\$350.00		\$350.00
Monthly retainer for Montrose Management District website maintenance				

Subtotal: \$750.00
Total due by Jul 15, 2016: \$350.00

INVOICE

Monrose Management District

Invoice Date: Jun 1, 2016
Invoice Number: INV-0234

ckp communications group, llc
Attention: Carey Kirkpatrick
PO Box 66223
HOUSTON TX 77166-6223
UNITED STATES

Description	Quantity	Unit Price	Amount USD
Monthly retainer fee for communications services (PR only)	1.00	2,000.00	2,000.00
TOTAL USD			2,000.00

Due Date: Jun 16, 2016



Pay online now (you will be taken to the online invoice)

PAYMENT ADVICE

To: ckp communications group, llc
Attention: Carey Kirkpatrick
PO Box 66223
HOUSTON TX 77166-6223
UNITED STATES

Customer: Monrose Management District
Invoice Number: INV-0234
Amount Due: 2,000.00
Due Date: Jun 16, 2016
Amount Enclosed:

Enter the amount you are paying today

INVOICE

Montrose Management District

ckp

Invoice Date
Jul 1, 2016
ckp communications group, llc
Attention: Carey Kirkpatrick
PO Box 66223
HOUSTON TX 77266-6223
UNITED STATES

Invoice Number
INV-0244

Description	Quantity	Unit Price	Amount USD
Monthly retainer fee for communications services (PR only)	1.00	2,000.00	2,000.00
TOTAL USD			2,000.00

Due Date: Jul 16, 2016



Pay online now (you will be taken to the online invoice)

pd w/ck #5553

PAYMENT ADVICE

To: ckp communications group, llc
Attention: Carey Kirkpatrick
PO Box 66223
HOUSTON TX 77266-6223
UNITED STATES

Customer: Montrose Management District
Invoice Number: INV-0244
Amount Due: 2,000.00
Due Date: Jul 16, 2016
Amount Enclosed:
Enter the amount you are paying above

Company Registration No: CKP Communications Group, LLC. Registered Office: Attention: Carey Kirkpatrick, PO Box 66223, Houston, TX, 77266-6223, United States.



hello! you have an invoice from:

Cracked Fox

2815 Bermuda Dunes Dr. Missouri City, TX 77459
Roan@CrackedFox.com | 832.364.4012 | www.CrackedFox.com

Date	Invoice No.	Terms
07/01/16	539	Net 30
Payments/Credits	Balance Due	
\$0.00	\$2,242.50	

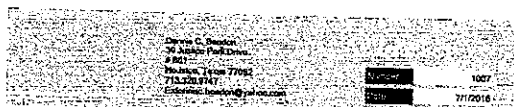
Bill To:

Montrose Management District
PO Box 22167
Houston, TX 77227

Item	Description	Quantity	Rate	Amount
marketing	marketing, graphic design and photography, research, meetings and other... for the month of June		0.00	0.00
Design	Print and web based design for report card	3.9	75.00	292.50
Design	Print and web based ep brochure and print collateral	4	75.00	300.00
Design	Print and web based pride month collateral	2	75.00	150.00
Design	Print and web based design of logo for vehicle	1.6	75.00	120.00
Design	Montrose ID Markers Article, Images and other information Chronicle - Andrea.Vincent@chron.com	1	75.00	75.00
Design	marketing and research development	6.9	75.00	517.50
1	Branding, Marketing and Research including logo quality assurance in usage and recreation of logos used in district print collateral	1	75.00	75.00
2	Editing, proof reading, and checking for website, information/hyperlink integrity	0.5	75.00	37.50
3	Meetings, Correspondence, Phone Calls, and Invoice	0.5	75.00	37.50
4	Photography: editing/color correction, airbrushing, cropping etc.) for use in web and print collateral. Captioning and Keywording of galleries for district usage and external search engines. Archiving. Providing licensing, stock photography, and partner requests and print requests.	5.2	75.00	390.00
5	Social media: Facebook/twitter/pinterest/instagram updates, photogalleries, posting, tagging, creation of cover photos. Backup monitoring of Facebook, with response and interaction with visitors requests/questions.	1.3	75.00	97.50
6	Print and Web resolution creation of files in proper format for distribution to printers, web developers, partners and staff	2	75.00	150.00
Total				\$2,242.50

Thank you for your business

pd w/ck #5554



SALE
Gretchen Larson
Montrose Management District
5000 Montrose Blvd.
Suite 311
Houston, TX, 77006
Harris

SALE
Gretchen Larson
Montrose Management District
5000 Montrose Blvd.
Suite 311
Houston, TX, 77006
Harris

Description	Amount
Business Ambassador Contract Services	\$2,400.00

pd w/ck #5555

Amount Paid	\$0.00	Amount	\$0.00
Amount Due	\$2,800.00	Payment Due	\$0.00
		Sub Total	\$2,800.00

TAX: \$2,800.00

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

Equi-Tax Inc.

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

Invoice

DATE	INVOICE #
2/1/2016	49090

BILL TO

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

DESCRIPTION	AMOUNT
Assessment Year 2015	
Supplemental Hearing: October 29, 2015	
Mail Notices: 58 First Class	107.88
Prepare Documents and Attend Meeting / East / West	1,170.00
pd w/ck #5556	

Total \$1,277.88

Equi-Tax Inc.

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

Invoice

DATE	INVOICE #
2/1/2016	49091

BILL TO

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

DESCRIPTION	AMOUNT
Computer Charges for 1585 items	951.00
Postage, Supplies and Handling	2,948.10
Return Envelopes	126.80
Postal Service Fee - Address Correction	9.75
Annual Records Retention Storage	268.28
pdw/ck#5554	
Total	\$4,303.93

Equi-Tax Inc.

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

Invoice

DATE	INVOICE #
7/1/2016	49721

BILL TO

The Montrose District
c/o Hawes Hill Calderon LLP
PO Box 22167
Houston TX 77227-2167

DESCRIPTION	AMOUNT
Roll Management, Billing and Collections	1,795.63
pdw/ck#5554	
Total	\$1,795.63



June 3, 2016

Invoice # MBRDG-27

Mr. Bill Calderon
Executive Director
Montrose Management District
5020 Montrose, Suite 311
Houston 77006
713.724.4460
bcalderon@montrosedistrict.org

Re: Montrose Management District Bridge Lighting Design

Lighting Design:
Meetings, Correspondence and Coordination \$ 1,320.00

Outstanding Invoices:
N/A

Reimbursable Expenses:
N/A

Total Amount Due: \$ 1,320.00

Please remit to:

Gandy2 Lighting Design
1824 Spring Street, #201
Houston, TX 77007

Thank You!

pdw/ck#5557



June 3, 2016

Invoice # MSLC-12

Mr. Bill Calderon
Executive Director
Montrose Management District
5020 Montrose, Suite 311
Houston 77006
713.724.4460
bcalderon@montrosedistrict.org

Re: Montrose Management District Signage Lighting and Controls Design

Lighting Design:
Meeting, Review and Coordination \$1,465.00

Reimbursable Expenses:
N/A

Total Amount Due: \$1,465.00

Please remit to:

Gandy2 Lighting Design
1824 Spring Street, #201
Houston, TX 77007

Thank You!

pdw/ck#5557



July 6, 2016

Invoice # MBRDG-28

Mr. Bill Calderon
Executive Director
Montrose Management District
5020 Montrose, Suite 311
Houston 77006
713.724.4460
bcalderon@montrosedistrict.org

Re: Montrose Management District Bridge Lighting Design

Lighting Design:
Meetings, Correspondence and Coordination \$ 1,650.00

Outstanding Invoices:
MBRDG-27 (06/03/2016) \$ 1,320.00

Reimbursable Expenses:
N/A

Total Amount Due: \$ 2,970.00

Please remit to:

Gandy2 Lighting Design
1824 Spring Street, #201
Houston, TX 77007

Thank You!

pd w/ck # 5557



July 6, 2016

Invoice # MSLC-13

Mr. Bill Calderon
Executive Director
Montrose Management District
5020 Montrose, Suite 311
Houston 77006
713.724.4460
bcalderon@montrosedistrict.org

Re: Montrose Management District Signage Lighting and Controls Design

Lighting Design:
Meeting, Review and Coordination \$1,320.00

Outstanding Invoices:
MSLC-12 (06/03/2016) \$1,485.00

Reimbursable Expenses:
N/A

Total Amount Due: \$2,805.00

Please remit to:

Gandy2 Lighting Design
1824 Spring Street, #201
Houston, TX 77007

Thank You!

pd w/ck # 5557

Page 1 of 2



Greater East End Management District
P.O. Box 220099
Houston, TX 77222-0099
713-928-8818
equinox@greastend.com

INVOICE

BILL TO
Montrose (HCID#6)
Bill Calderon, Executive
Director
HCID#6 (Montrose)
P.O. Box 22161-2162
Houston, TX 77227

INVOICE # 9-05
DATE 06/30/2016
DUE DATE 07/31/2016
TERMS Net 30

DATE	ACTIVITY	QTY	RATE	AMOUNT
06/02/2016	Graffiti Abatement Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 32	8	80.00	640.00
06/05/2016	Graffiti Abatement Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 32	8	80.00	640.00
06/09/2016	Graffiti Abatement Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 15	8	80.00	640.00
06/13/2016	Graffiti Abatement Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 38	8	80.00	640.00
06/16/2016	Graffiti Abatement Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 34	8	80.00	640.00
06/20/2016	Graffiti Abatement Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 47	8	80.00	640.00
06/23/2016	Graffiti Abatement Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 28	8	80.00	640.00

pd w/ck # 5558

Page 2 of 2

DATE	ACTIVITY	QTY	RATE	AMOUNT
06/27/2016	Graffiti Abatement Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 26	8	80.00	640.00
06/30/2016	Graffiti Abatement Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 48	8	80.00	640.00
Total Sites Abated: 360			BALANCE DUE	\$5,760.00

pd w/ck # 5558

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

July 1, 2016

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

INVOICE

Description	Amount
Professional fees:	
Services performed as Contract Director of Economic Development for June, 2016.	\$1,250.00
Total amount due	\$1,250.00

Thank you,

Ray C. Lawrence

MICHAEL HARDY

849 Roden Street
Houston, TX 77009
512-754-0183
ken.hardy@gmail.com

INVOICE

Invoice #	DATE
11	7/1/2016
CUSTOMER ID	TERMS
N/A	N/A

BILL TO:

Montrose Management District
PO Box 22167
Houston, TX 77227

PAID TO:

Michael Hardy
849 Roden St.
Houston, TX 77009

DESCRIPTION	Date	AMOUNT
My Montrose: Frankie Quijano	6/21/2016	500.00
Montrose Management District Takes a Sit Out of Office	6/28/2016	500.00
Hanover Montrose Prepares to Open	6/30 (submitted)	500.00
Thank you for your business!		TOTAL \$1,500.00

POST OAK 713.623.0703 | MUSEUM & MEDICAL DIST. 713.942.8889
See 713.623.4290 | 6950 Portwest Drive, Suite 190, Houston, TX 77024
www.printhouston.com

Minuteman Press - Post Oak
6950 Portwest Drive, Suite 190
Houston, TX 77024
713.623.0703 / Fax: 713.623.4290
www.printhouston.com / E-mail: csr@printhouston.com

INVOICE

Invoice Number 24495
Invoice Date 6/8/2016

Bill to: Montrose District
5020 Montrose Blvd. Suite 311
Houston, TX 77006

Ship to: Montrose District
Cirelchen Larson
5020 Montrose Blvd. Suite 311
Houston, TX 77006

THANK YOU! THANK YOU! THANK YOU!
We appreciate your business from the bottom of our hearts!

1,500 Burglary of a Motor Vehicle Brochure (Job 45750)	\$579.41
Sub Total	\$579.41
Invoice Total	\$579.41
Balance Due	\$579.41

Thank You!

pdw/cr #5562

50% Deposit CDD
Make check payable to MINUTEMAN PRESS - POST OAK.
Please remit to 4212 San Felipe Rd., PMB#386, Houston, TX 77027-2902



Montrose Car Care Center

3807 Montrose Blvd

Houston, TX 77006

713 524-2109 Fax 713-524-0902

COMPLETE AUTOMOTIVE SERVICE - FOREIGN & DOMESTIC

Repair Order # 0042785

Date: 6/20/2016

Page 1 of 1

Center: 1

Customer: MONTROSE DISTRICT Address: PO BOX 22167 City: HOUSTON, TX 77227-2167 Phone 1: (713) 595-1205 Ext: SUSN Phone 2: (713) 614-7683 Ext: VICT				Vehicle: 2014 JEEP GRAND CHEROKEE License: 1179112 Prod: 11/2013 VIN: 1C4RJEA55EC348220 Engine: 3.6L Trans: AUTO Mileage: 27796 Key#:			
Parts				Labor			
Chen	Part Number	Description	Price	Op Tech	Description	Time	Charge
	Mileage In: 27796			22 001 15	Mount & Balance Four (4) New Tires		60.00
	Mileage Out: 27796				245/70R17 110P		
	4.00	245/70R17 TIRE MEX	520.20				
	4.00	TIRE DISPOSAL	12.00				
OK Bad Recommendation OK Bad Recommendation OK Bad Recommendation				OK Bad Recommendation OK Bad Recommendation OK Bad Recommendation			

pdw/cr #5563

I hereby authorize the repair work to be done along with the necessary parts and materials and hereby grant you and/or your employees permission to operate the vehicle herein described on streets, highways or elsewhere, at your discretion, for the purpose of testing and/or inspection.

Notice Pursuant to Sec 70.001, Texas Property Code

I am the person or agent, acting on behalf of the person obligated to pay for the repair of the vehicle subject to this repair contract. I understand this vehicle is subject to repossession in accordance with Sec 9.503, Tax Business Commerce Code if a written payment or credit card for the repair is stopped, dishonored for lack of funds or because the maker has no account. All work performed comes with 12 month or 12000 mile warranty

Labor:	\$60.00
Parts:	\$532.20
Sublet:	\$0.00
Other Fees:	\$0.00
Supplies:	\$0.00
Subtotal:	\$592.20
Sales Tax:	\$0.00
Paid By:	Total: \$592.20
Pay Ref:	Paid: \$0.00
	Due: \$592.20

Montrose Car Care Center

3807 Montrose Blvd

Houston, TX 77006

713 524-2109 Fax 713-524-0902

COMPLETE AUTOMOTIVE SERVICE - FOREIGN & DOMESTIC

Repair Order # 0042785

Date: 6/14/2016

Page 1 of 1

Center: 1

Customer: MONTROSE DISTRICT

Address: PO BOX 22187

City: HOUSTON, TX 77227-2167

Phone 1: (713) 595-1205 Ext: SUSN

Phone 2: (713) 614-7683 Ext: VICT

Vehicle: 2014 JEEP GRAND CHEROKEE LAREDO

License: 1178113

Prod:

VIN: 1C4RJEA88EC322508

Engine: V6-3.6

Trans: AUTO

Mileage: 27778

Key#: :

Parts

Qty	Part Number	Description	Price
	Mileage In: 27778		
	Mileage Out: 27778		
4.00	ROADIANTEZERS	245/70R17 110T TIRE	520.20
4.00		TIRE DISPOSAL	12.00

Labor

Op	Tech	Description	Time	Charge
TX	001	GRANDCOURT & BALANCE FOUR (4) NEW TIRES		\$0.00
		245/70R17 110T		

OK Bad Recommendation OK Bad Recommendation OK Bad Recommendation

pd w/ck #55w3

I hereby authorize the repair work to be done along with the necessary parts and materials and hereby grant you and/or your employees permission to operate the vehicle herein described on streets, highways or elsewhere, at your discretion, for the purpose of testing and/or inspection.

Notice Pursuant to Sec 70.001, Texas Property Code

I am the person or agent, acting on behalf of the person obligated to pay for the repair of the vehicle subject to this repair contract. I understand this vehicle is subject to repossession in accordance with Sec 9.503, Tax Business Commerce Code if a written payment or credit card for the repair is stopped, dishonored for lack of funds or because the maker has no account. All work performed comes with 12 month or 12000 mile warranty

Labor:	\$60.00
Parts:	\$532.20
Sublet:	\$0.00
Other Fees:	\$0.00
Supplies:	\$0.00
Subtotal:	\$592.20
Sales Tax:	\$0.00

Paid By: Total: \$592.20

Pay Ref: Paid: \$0.00
Due: \$592.20

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

INVOICE #	INC00031115
TYPE	
Date	6/9/2016
Page	1

Bill to:

Montrose Management District W (HCID 11)
c/o Equi-Tax Inc.
P.O. Box 73109
Houston, Texas 77273

Description	Ext. Price
Professional Services rendered in the collection of delinquent taxes, penalties and interest May 2016	\$631.94

pd w/ck #55w5

Total \$631.94



MUNICIPAL ACCOUNTS
& CONSULTING, L.P.

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

Invoice

Date	Invoice #
7/1/2016	43021

Description	Amount
Monthly Bookkeeping	1,125.00
Prepare Unclaimed Property Report	12.50
Delivery of documents	12.50
Preparation for Additional Payroll	50.00
Delivery of documents	12.50
Prepare Unclaimed Property Report	12.50
Additional time for Board Meeting	225.00
Storage	14.26
Postage	1.86
Copies	50.79
Delivery	29.39
Mileage	8.10
Document Storage & Retention Service	10.70
Total Reasonable Expenses	115.61
Total	\$1,565.01

pd w/ck #55w4

100 River Pointe • Suite 240 • Conroe, Texas 77304 • Phone: 936.756.1644 • Fax: 936.756.1844

4836 N. CAPITAL OF TEXAS HIGHWAY, SUITE 150 • AUSTIN, TEXAS 78759 • 512.782.3400 • fax 512.795.9968

1300 Post Oak Blvd. • Suite 1600 • Houston, Texas 77056 • Phone: 713.623.4599 • Fax: 713.629.6899



Invoice

Date	Invoice #
6/13/2016	21381

Bill To

Montrose Management District
1020 Montrose BLVD.
Suite 311
Houston, TX 77006

Ship To

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

P.O. Number	Terms	Rep	Ship	Project
			6/13/2016	
Quantity	Item Code	Description	Price Each	Amount
1	Print	1,500 - IFD REPORT CARD: 4.25 X 6, COLORS 4/4 ON 100% GLOSS COVER.	181.00	181.00
1	Blackery	CUT AND BOX. Out-of-state sale, exempt from sales tax	0.00	0.00
			0.00%	0.00
Total			\$181.00	

pd w/ck #55w6



UNIVERSITY
ST. THOMAS
HOUSTON

INVOICE

July 7, 2016

Montrose Management District

Due Date: July 11, 2016

ATTENTION: Josh Hawes

MEETING NAME	DATE	START	END	ROOM
Montrose Management District Meeting	07/11/16	11:00 am	1:30 pm	Carol Takon Boardroom
Room Rental Fee				\$ 75.00
Parking Tokens (25)				\$125.00
Total				\$200.00
Paid				\$ 0.00
Total Due				\$200.00

Please remit to:

University of St. Thomas
Attn: Cindy Visud
Office of the President
3800 Montrose Blvd.
Houston, Texas 77006

pd w/ck # 5567

Bracewell LLP
ATTORNEYS AT LAW

P. O. Box 84856
Dallas, TX 75284-8566
713 222-2300
TAX ID 74-0224827

Remittance Page

July 5, 2016
051914
INVOICE NO: 21653378
04674

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

Please Remit Total Balance Due

\$ 1,788.12

Please Return this Remittance Page with Your Payment

WIRE TRANSFER INFORMATION

Wire to: Bank of America, 901 Main Street, Dallas, Texas
Name on Account: Bracewell LLP
Bank Account No: 001390004197
ABA Number (For Wire Transfers Only): 026009593; (For ACH'S Only): 111000025
For International Wires Also Include:
Swift Code (U.S. Funds): BOFAUS33; Swift Code (Foreign Funds): BOFAUS68
Please include the invoice number as a reference when sending the wire.

pd w/ck # 5568

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

HAWES HILL CALDERON
LLP



P.O. Box 22167
Houston TX 77227-2167

Invoice

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

Invoice #: 43015398

Date: 7/6/2016

DATE	DESCRIPTION	AMOUNT
	Professional consulting, administration, marketing & public relations, June 2016	\$27,634.69
	GIS/mapping, P. Horton, June 2016	\$49.66
	In-house postage, photocopies, binding, etc., June 2016	\$687.13
	Agenda posting, Harris County Clerk, 6/8/2016	\$9.00
	Delivery, Hour Messenger, 6/17/2016	\$17.50
	Verizon cellphone, 06/20-07/19/2016	\$49.99
	Verizon cellphone, J. Hawes, 06/20-07/19/2016, 50% of shared costs	\$57.99
	Verizon cellphone, G. Larson, 06/20-07/19/2016, 50% of shared costs	\$111.93
	Reimbursable mileage, parking, tolls, and related expenses, as follows:	
	G. Larson, May 2016	\$162.98
	L. Clayton, June 2016	\$14.04
	R. Hill, June 2016	\$12.96

pd w/ok #5559

Terms: C.O.D.

Sales Tax: \$0.00

Total Amount: \$28,807.87

Amount Applied: \$0.00

Balance Due: \$28,807.87

Owed As Of: 7/6/2016

30 DAYS	60 DAYS	90 DAYS	Total Owed
			\$28,807.87

Ho
Clean Scene Cleaners Inc.
& Washateria
1337-D.W. 43rd St
Tel: 713-681-0248

144102

3209747 Thu30

BEEDON, DENNIS

RG 8/20/2016 9:33 AM

1 Tbl Linen 41 Hou 14.99

Total \$14.99

Sales Tax 1.24

Env. Fee 1.24

Paid 0.00

Balance **\$17.47**

713-320-9747

Not responsible for goods left over 30 days

Pieces 1 0

Ready On: 8/30/16

5:00 PM

Thu30 **144102**

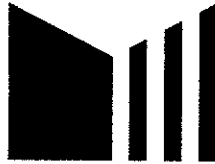
pd w/ ck# 5555

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 an update and recommendations from the Public Safety Committee.



MONTROSE MANAGEMENT DISTRICT

Memorandum

TO: Montrose District Board of Directors
FROM: Deputy Executive Director
DATE: Wednesday, June 22, 2016
SUBJECT: Public Safety & Security Committee Meeting Minutes

The Public Safety and Security Committee met on Wednesday, June 22, 2016 at 9:00 a.m. at the Montrose District Office, 5020 Montrose Blvd., Suite 311, Houston TX 77006.

Montrose District Board present: Claude Wynn, Brad Nagar and Tammi Wallace

Contractors and guests present: Officer Victor Beserra, Houston Police Department, Julie Countiss, Harris County, James Tate, St. Thomas University, and Bill Strothers, Weingarten.

Staff present: Josh Hawes, Kristen Gonzales and Dennis Beedon

THE COMMITTEE WAS CALLED TO ORDER AT 9:10 A.M. AND CONSIDERED THE FOLLOWING:

Discuss Proactive Patrol activity report for the month of June, 2016

For the month of May 2016, patrols netted 32 arrests, with 2 felonies and 30 misdemeanors. There were 118 calls for service, 110 self-initiated actions, 980 BMV report cards issued, and 515 Crime Prevention brochures distributed. See attached report for additional details.

Review graffiti report for the month of March, 2016

The month of May 2016 showed graffiti removal from 72 business properties, 144 public properties, and 15 trash dumpsters. See attached report.

Update from Harris County Attorney's Office

2 locations are under review with a focus on illegal spa locations. 1340 Westheimer was shut down for the sale of synthetic marijuana.

Discuss ongoing or new public safety issues in the District

The committee discussed preparations for the Pride Celebration. All three patrol vehicles were on patrol the weekend of Pride.

Shift Period: Jun-16

Total Hours Worked 407:00

Total Miles Driven 1,426

Crime Arrest Activity

Felony Arrests:	2
Misdemeanor Arrests:	30
Charges Filed:	14
Suspects in Jail:	37

Patrol Activity

Calls for Service:	118
Self-Initiated:	110
Incident Reports:	15
Accident Reports	0
Locations Checked:	921

Field Activity

Parking Tickets:	0
Citations:	1
BMV Report Cards:	980
Crime Prevention:	515
311 Calls	3

Warrants

Felony Warrants:	5
Misdemeanor Warrants:	0
City Warrants:	24
SETCIC Warrants:	0

Arrest Summary

Shift Period Jun-16

Charge	# of Arrests
City Warrants	4
Criminal Trespass	4
D.W.I.	1
Evading Arrest	2
Felony Warrant	2
Parole Violation	2
Possession of a Controlled Substance	3
Public Intoxication	17
Reckless Driving	1
Resisting Arrest	1
Total Arrests	37

Montrose District

Monthly Graffiti Abatement Reports

2016

Abated	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	2016 Total
Business Property	61	83	78	48	72								342
Public Property	231	197	171	157	144								900
Trash Dumpsters	26	10	17	17	15								85
Total:	318	290	266	222	231								1327

Graffiti/Abatement Reports Totals 2008 - 2016										
	2008	2009	2010	2011	2012	2013	2014	2015	2016	Totals
Abated										
Business Property	184	98	144	563	522	467	747	835	342	3,902
Public Property	538	771	935	1,802	1,724	1839	2356	2271	900	13,136
Trash Dumpsters	28	40	48	59	114	84	82	134	85	674
Total:	750	909	1,127	2,424	2,360	2,390	3,185	3,240	1,327	17,712

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 an update from the Mobility and Visual Improvements Committee.
 - Approve additional funds for ID markers



MEMORANDUM

TO: Montrose Management District Board of Directors
FROM: Tony Allender
DATE: Tuesday, July 5, 2016
SUBJECT: Mobility and Visual Improvements Committee Meeting

The Montrose Management District Mobility and Visual Improvements Committee held a meeting on Tuesday, July 5, 2016 at 11:00 AM at 5020 Montrose, Suite 311, Houston TX 77006.

Montrose Management District Committee Chair Councilman David Robinson attended the meeting. Also in attendance were consultants Lee Anne Dixon (Walter P Moore), Cathleen Lynch and Travis Triola (Kudela & Wienheimer), Lance Gandy (Gandy² Lighting Design) and Bruce Coffman (Touch Thirty Three). Staff in attendance were Josh Hawes, Tony Allender and Kristen Gonzales. Also in attendance were Sara Kellner, Robin Holzer and Matt Brollier.

1. Call Meeting to Order.

The meeting was called to order at 11:00.

2. Receive an update and discuss the Special Parking Area application to the City of Houston.

Staff and consultant team members from Walter P Moore provided an update on the Special Parking Area application. Tony Allender is updating the plan which then be presented to the Planning Department and the Mayor's Office prior to submittal to the planning commission.

3. Receive an update and discuss the Esplanade and Marker programs.

The Consultant Team for Kudela and Weinheimer updated the Committee on preparation for installation of ID markers and esplanade enhancements. Construction of the esplanades have begun on the west side of Lovett. A compromise of the esplanade design for the east side of Lovett was approved by the committee. Designs will be submitted to the Parks Department for approval. Once approved the construction of the esplanades will begin. Project is expected to be completed by September.

The proposal for wireless upgrades, in the amount of \$82,857.66, for the ID Markers was presented to the committee for approval. It is a turn key solution that will provide wireless

control of all ID Markers in conjunction with the Bridge Lighting project. The committee recommends approval of the proposal.

4. Receive an update on bridge lighting plans.

Staff and the consultant team leader Lance Gandy provided an update on the US 59 Bridge Lighting project. TxDOT has fully authorized the project and is preparing to conduct a preconstruction meeting with the contractor team in July. A date to begin construction has not been set at this time; however, the contractor suggests that construction should begin in September.



7155 Old Katy Road
Suite 270
Houston, Texas 70024

P 713.869.6987
F 713.869.0908

PROJECT: Montrose Esplanades & Identity Markers

Field Report: 003

DATE: 07-05-2016

By: Travis Triola

COPIES: Montrose, K&W File

Weather: Hot

FIELD REPORT ITEMS

The purpose of the field report is to update Montrose District on the status of the Esplanade & Identity Marker Projects.

Esplanades

A) Budget and Contract

1. NTP – April 04, 2016
 - a. Contract Calendar Days – 120
 - b. Work Stopped on May 17, 2016 – 43 days charged
 - c. Work Resumed on July 5, 2016
 - i. Calendar Days Remaining - 76
2. Original Contract Amount: \$603,984.00
 - a. Change Order #1 – (\$94,091.02) removal of 2700 Montrose Median. \$240 each for new 30gal trees.
 - i. Total Contract to date – \$603,984.00
3. Pay Applications
 - a. Total Billed by Contractor - \$0.00
 - b. Total Paid to Contractor - \$0.00
 - i. Pay Application #1 – N/A

B) Schedule

Re-Mobilization Schedule as of 7/1/16													
(Pending Plan Revisions for 800 Lovett Blvd. & 900 Lovett Blvd.)													
Montrose Esplanades	7.4.16	7.11.16	7.18.16	7.25.16	8.1.16	8.8.16	8.15.16	8.22.16	8.29.16	9.5.16	9.12.16	9.19.16	9.26.16
Water meter permitting/installation - MS													
Tree Protection Fencing													
Demo Existing concrete - Orb	COMPLETE												
Tree removal w/HC													
Grading			excavation										
Paver Pad			excavation	excavation/forming									
Curb Replacement				excavation/forming/concrete pour for paver pads/curb									
Miafi Mat for Blackstar Gravel													
Blackstar Gravel 4 inches													
Paver Installation - GCP													
Irrigation Installation													
Live Oak													
Knockout Rosa													
Foxtail Fern													
Wedelia													
Begin Maintenance													

C) Open Items

1. 800 & 900 Lovett Redesign
 - a. Plans brought today and will be forwarded to Landscape Art for pricing upon approval
 - i. 1065 sq. ft. paving swapped for wedelia
 - ii. 14 Crape Myrtles added
 - iii. 1 Live Oak added
2. Water Meter Applications

Identity Markers**A) Budget and Contract**

1. NTP – April 25, 2016
 - a. Contract Calendar Days – 180
 - b. Memorial Day – May 30th (+1 day)
 - c. Updated Pricing from CenterPoint and Lighting Control Consultant – May 31st
(Calendar days not being charged until decision is made on locations to proceed with)
 - i. Calendar Days Remaining - 145
2. Original Contract Amount: \$542,236.00
 - a. Total Contract to date – \$542,236.00
3. Pay Applications
 - a. Total Billed by Contractor - \$0.00
 - b. Total Paid to Contractor - \$0.00

B) Schedule

1. Identity Markers

- a. Lighting Lead Time: 6 -8 weeks from time of order
- b. Production: 1 per week, 13 weeks total

2. Bores

- a. 2 days average per site

3. Electrical

- a. Electrical service lead time: 4-6 weeks after release of final locations
- b. Installation: 2-3 days per location, 8 weeks

4. Footings

- a. Precast foundation lead time: 4-5 weeks after release
- b. Installation: 1 day per footing, 3 weeks

5. Sign Install

- a. Installation: 1.5 per day, 2 weeks

C) Open Items

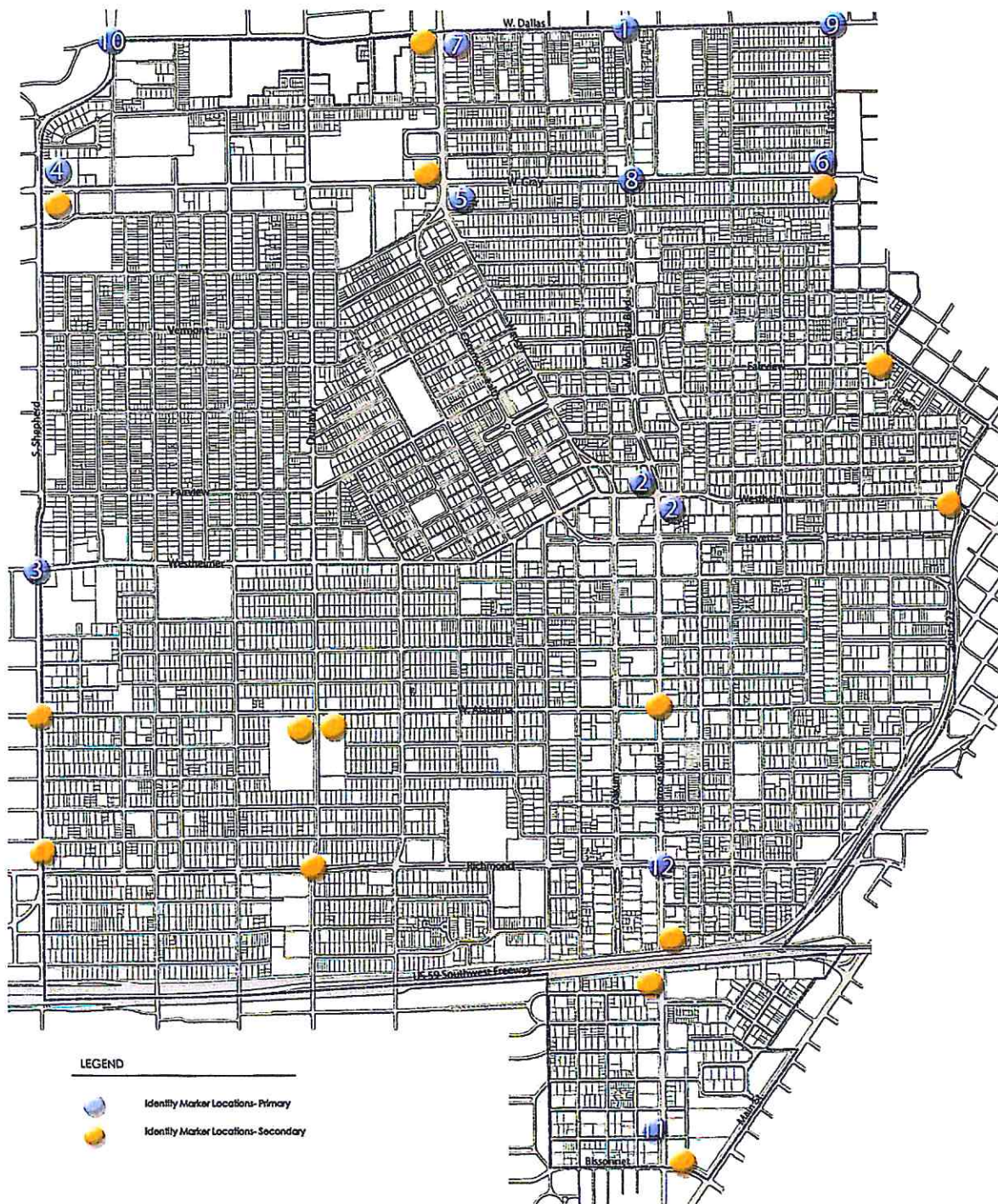
1. Permitting

- a. Blanket Permit vs Individual Permits

2. Budget

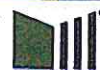
- a. Contract \$542,236.00 (14 Markers)
- b. Center Point Revisions \$34,524.00 (13 Markers)
- c. Central Command Integration ... \$82,857.66 (13 Markers)
- d. Total \$631,747.66 (13 Markers)
- e. Delta \$89,511.66

3. Control of Identity Marker Lighting



Montrose Identity Marker Construction Phasing

Montrose Management District





06/17/16

Mr. Travis Triola
Kudella & Weinheimer LP
7155 Old Katy Road, Suite 270
Houston, TX 77024

via email/PDF

RE: Montrose Signage Project – Lighting Control Network/Programming Proposal

Hi, Travis –

First of all, thank you for requesting that touch thirty three, inc. ("t33") provide you with a Proposal for the design, supply and implementation of a network Control System for the Montrose Signage Project. As we discussed during our initial meeting on May 19th, the unique nature of this Project presents a number of challenges with respect to properly networking the thirteen individual signs into a single "operational entity" – one that can be easily and reliably controlled from a single location – and I'd be "lying by omission" if I didn't say that this is precisely the type of Project that we always seek out and hope to participate in. After all, if it were particularly easy to do this you'd probably be able to just give Best Buy a call and have them handle it the same afternoon...

Before I get into any of the details about what t33 proposes, I believe it might be a good idea to discuss some of the basic aspects of the Project as it currently stands:

- 1) There are thirteen individual locations throughout the Montrose area that will be equipped with signs. Each sign is equipped with four LED "light bars" – two on each side of the sign "banner", lighting the banner from below – and each bars' color and intensity may be altered to create a variety of different "looks" for each sign. The LED bars are manufactured by "traxon", a division of OSRAM.
- 2) Each sign is currently slated to be equipped with a small metal enclosure mounted near the base of the main sign upright support post. This box is being provided to house a traxon "Butler XT2" LED lighting controller and it's associated data/power supply. This pair of devices converts a DMX-512 data signal (output from the XT2) into the voltage signals used by the LED light bars to determine each bars' color and intensity.
- 3) A series of LED color/intensity changes may be linked together to create a specific LED "show" file. The Butler XT2 is capable of holding a near-infinite number of show files, and can be programmed to play one (or many) during the operational period of use (typically "dusk to dawn") based on an internal astronomical clock.

(cont.)

- 4) Given the location of the 13 signs, it has been determined that there is no easy way to "network" the signs together with one another: typical wired Internet connections are far too expensive to install underground, and the distances between signs precludes the use of any type of "line of sight" wireless data transmission technology.
- 5) The accuracy of the internal astronomical clock in each sign (good to within about four seconds a year) will allow each sign to play back it's "show" files based on timed "play" commands. Assuming that all signs have the same program files (stored on each XT2's internal SD memory card) and are given the same timed "play" command, the overall effect will be that the signs are synchronized with one another – even though they are not actually networked together in any way. This effect is also aided by the fact that only two of the signs (located at the corner of Montrose Blvd. and Westheimer Rd.) are easily visible at the same time...

Given all of this, with thoughtful show file programming it is possible to have all of the signs playing back their show files on a daily basis without any intervention. It is envisioned that there will be dedicated show files for the various seasons, the different holiday periods and any annual special events – and this can be programmed far in advance so long as those periods/events can be known into the future. Where things can get complicated is when it is desired to have a special show file playing for events whose future time is either not easily known or is based on non date-specific time periods (i.e. "the third week of July" instead of "July 18th thru the 24th, 2018") – and there will, of course, always be special events added as time goes by that would be best supported with a dedicated LED show file.

Based on the desire to be able to conveniently operate the signs – as well as being able to easily update that operation when needed – it has become clear that establishing some type of "network-ability" for the signs as a System needs to be implemented.

In response to the request to provide a workable network for the Montrose Signage Project, t33 proposes to supply, install and program all of the electronic components needed to link all 13 signs to a central dedicated Control System that will be placed in the offices of The Montrose Management District. In absence of any convenient way to create a typical computer-based Ethernet network, t33 has determined that a network based on utilization of off-the-shelf cellphone technology will be able to provide a level of communication able to support the following functions:

- Control of the operation of all 13 signs, either individually or as a group.
- Monitoring and logging of all sign operation on a daily and/or weekly basis.
- Automatic notification of any sign failures or deviations from normal operation. This feature will also provide the ability to send SMS text text messages to specified supervisor cellphones and/or data pads.
- The ability to upload new LED show files to any/all signs as needed.
- The ability to reset/reboot any sign(s) as needed.

(cont.)

It should be noted that establishing network communications on a cellphone-based "star" network scheme is somewhat different than a common Ethernet computer network – and requires some programming sequences that would not normally be needed in a network. In order to understand how this works it helps to know how the network is set up:

- a) Each sign will be equipped with a dedicated "data only" cellphone – commonly referred to as an "E2C" ("ethernet to cellular") link. This link works almost exactly like a normal cellphone in that it can both make and receive a "data call".
- b) Likewise, the Control System "head end" office equipment will also have a dedicated E2C link module – which also operates just like a normal cellphone – although it can only support one "link" at a time.
- c) Sadly, neither the traxon Butler XT2 nor the dedicated computer application that "speaks" to the XT2 (the "e:cue" program) has the ability to "answer" a data call coming in on the E2C link. For this reason, all 13 signs AND the head-end office location have an additional "Control System processor" inserted between the E2C link and the traxon hardware/software.

So that the System will be able to be operated by a normal human being without causing a massive migraine, t33 will provide a dedicated desktop video touchpanel (and associate hardware) that will be programmed with all of the intelligence needed to make the operation and administration of the System both simple and reliable.

Imagine the following scenario: some type of event has occurred, and we want to have all of the signs stop playing the "Christmas" LED show file and play the "Purple" LED show file instead. Knowing that the office System can only contact one sign at a time, it's easy to imagine that the process of making the desired show file playback change could involve a large number of steps (several for each sign) and could conceivably take hours to complete. With the programming that t33 will embed into the touchpanel, the user would only have to:

- i) Find the "Change LED Show" button on the main touchpanel screen and press it. (This will produce a new screen containing buttons representing each of the 13 signs and a single "SELECT" button at the bottom of the screen.)
- ii) Press the button for each of the signs you wish to change, lighting each button as it's pressed. If you want to change all 13 signs, simply press the "ALL" button. Once you've selected the signs to be changed, just press the "SELECT" button.
- iii) Now you're on a "Show Program" screen, which has a button representing each of the Show Programs available. As before, simply press the button for the Show file you want to play so that it's lit – and, finally, press the big "DO IT!" button at the bottom of the screen. You're now back on the Main screen where you started.

That's it – you're done!

(cont.)

The System now goes about the business of "calling" each sign whose program is to be changed (let's say it's all 13 signs) and then establishes the connection and issues the necessary commands to make the change. Of course, there's lots of complicated stuff going on as this automatically occurs – but the point here is that the user can now just walk away and the System will take care of making sure that the changes are managed for each sign.

At the end of each "transaction" with a sign, the head-end processor requests an "acknowledgment" from the processor in the sign that the change was successfully made and, once the "ack" is received the head-end processor disconnects the cell line and moves on to "call" the next sign to be changed. If desired, the head-end processor can send the user (or anyone else, for that matter) a text message once the entire process has been completed, or if any errors occurred that couldn't automatically be remedied.

That, in a nutshell, is a basic description of just one process the Control System can handle, and I will be happy to define other functions in detail if desired. It should also be noted that the components and programming specified for this Control System are the same components that would be used for control of the "59 Bridges" Project lighting systems – and the head-end processor/touchscreen will provide the same type of features/functions for the Bridges as they will for the Montrose Signage Project.

Before we get to the discussion of the Budget data there are some factors that I'd like to bring to your attention:

Sign Enclosure – Cooling

According to the shop drawings for the signs, each sign is to be equipped with a small weather-proof box near its base (normally referred to as a "NEMA4" weather-resistant box). This box is designed to hold two pieces of traxon equipment (the "Butler XT2" and its associated data/power supply) and was not apparently going to contain anything else. When t33 first reviewed this design (and the specification documents for the two traxon devices) it was noted that the box doesn't have any type of active cooling AND that the stated "environmental operating parameters" for the XT2 is stated as "104°F and 80%RH non-condensing". Knowing that the temperature and humidity inside a non-cooled NEMA enclosure will dramatically exceed those parameters during a Houston summer, I discussed the matter with a traxon representative – who informed me that they have installed the XT2 in similar situations and had not experienced any major problems or device failures.

It should be noted that the electronic devices that t33 has specified for the System also have similar operating parameters to the Butler XT2. It is commonly accepted that for every 5°F you raise the operating temperature of an electronic device you will shorten its service life by approximately 35%. With all of this in mind – and knowing that we're adding even more heat-generating devices into the NEMA enclosure – t33 believes that it is necessary to actively cool any NEMA enclosure that is to be used outdoors in Houston, TX in the summer. As one might imagine, there is an additional cost associated with correctly cooling a NEMA enclosure

Sign Enclosure – Size & Location

The need to actively cool a NEMA enclosure – and to maintain it as a completely "closed" system (dirt, creatures, etc.) – requires that it be able to contain a certain volume of air, which necessitates a minimum size. In this case, the NEMA enclosure ends up measuring

(cont.)

approximately 26"H x 22"W x 10"D. Recognizing that this is quite large in comparison to the sign post, t33 recommends that the NEMA enclosure not be mounted on the sign post but that it be remotely mounted away from the sign itself. This would allow all of the system electronics, including the main electrical breaker, to be mounted in a sealed and vandal-resistant enclosure. According to traxon, the output of the LED data/power supply can be up to 15 meters away from the LED bars themselves.

In addition to the requirement for a minimum enclosure air volume, t33 has specified the inclusion of an electrical power conditioner and UPS device. Although larger than the other electronic components (again, dictating a larger NEMA box) this addition will improve the operational stability of the entire sign system and is an important addition. Please note that the UPS is design to power only the Control System processor for the limited amount of time required to properly notify the head-end System that incoming electricity has been lost and then shut the sign system down in a controlled manner.

Control System Budget

Referring to the attached document ("MSP-csbudget10.pdf") we have provided a line-item Proposal for all of the required components, their complete installation (including the mounting of the NEMA enclosure on Unistrut-style supports to be provided by the landscape and/or signage contractor) and full lighting system and control system programming. We have also included the Verizon cellular fees for the first 12 months of System operation, after which it is anticipated that t33 would continue to provide the cellular extensions as part of an annual System servicing contract.

Please note that the Grand Total amount shown on Page 2 of the Budget is higher than the "guesstimate" proposed during our May 19th meeting at the K&W Offices. The increase in the total amount is entirely due to the inclusion of the climate-controlled NEMA enclosures, which t33 believes are necessary to ensure the longevity of the Montrose Signage Project electronic components.

In closing, I hope that this Proposal and the information that it contains will be of value to you and will serve to help move the Project forward. I will be happy to meet with you and/or the Project Team to answer any questions that anyone may have, and we are prepared to submit a more formal document upon request.

Thank you again for the opportunity to work with you on this exciting Project, and I look forward to hearing from you at your earliest convenience.

Best Regards,



Bruce Coffman, LEED AP
touch thirty three, inc.

Montrose Signage Project – Houston, Texas

Page 1 of 2

Lighting Control System Network/Programming Budget v1.1 (06/28/16 - WAP update)

Signage Equipment (Initial 13 Locations)

Quantity	Item and Description	Unit	Ext.
52	traxon Nano Liner Allegro.AC.XB RGB/LED fixture	OFE	OFE
13	traxon Allegro AC Data Injector II power/data unit	OFE	OFE
13	traxon Butler XT/2 DMX-512 LED data controller	OFE	OFE
13	traxon AC.EN.0000001 DIN rail accessory pack above	OFE	OFE
13	SanDisk "Extreme Pro" 16GB SD data storage card	\$120.00	\$1,560.00
13	Luxul XFS-1084P PoE network data switch	\$130.00	\$1,690.00
13	AMX MCP-106 control system processor	\$700.00	\$9,100.00
13	JuiceGoose KIN1000RM UPS/power conditioner	\$399.00	\$5,187.00
13	TP Link TL-WR702N low-power wifi access point (WAP)	\$20.00	\$260.00
13	NimbeLink E2CLink cellular data modem	\$499.00	\$6,487.00
13	Verizon cellular data packages above (annual cost)	\$40.00	\$520.00
13	Taoglas "Storm" MA412 weatherproof antenna system above	\$199.00	\$2,587.00
13	DDBUnlimited SB-262210C NEMA4 "Climate" enclosures	\$799.00	\$10,387.00
13	DDBUnlimited .5INS cabinet insulation package above	\$80.00	\$1,040.00
13	DDBUnlimited ACP-800-T15-110 Climate Control AC unit above	\$1,599.00	\$20,787.00
13	DDBUnlimited DB-722DPF/SEC hasp/padlock option above	\$40.00	\$520.00
13	t33/ECD misc. installation materials above	\$200.00	\$2,600.00

Equipment Total	\$62,725.00
less discount	(\$20,204.60)

Discounted Equipment Total	\$42,520.40
estimated freight above	\$2,120.00

Landed Equipment Total	\$44,640.40
sales tax above	\$3,682.83

Signage Location Equipment Total	\$48,323.23
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t33 Assembly/Device Termination/Setup	\$15,195.00
t33 Device Programming	none

Signage Location Equipment Grand Total	\$63,518.23
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Signage Location Equipment Cost (per sign)	\$4,886.02
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Climate-Controlled Enclosure Cost (per location)	\$1,757.00
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Climate-Controlled Enclosure Total (13 locations)	\$22,841.00
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Montrose Signage Project – Houston, Texas

Page 2 of 2

Lighting Control System Network/Programming Budget v1.1 (06/28/16 - WAP update)

Head-End (Office) Equipment

Quantity	Item and Description	Unit	Ext.
1	AMX MST-1001 10" desktop video touchpanel control	\$2,995.00	\$2,995.00
1	AMX PS-POE-AF-TC PoE power supply above	\$120.00	\$120.00
1	AMX NX-1200 control system processor	\$1,190.00	\$1,190.00
1	AMX PSR-4.4 power supply above	\$150.00	\$150.00
1	SanDisk "Extreme Pro" 16GB SD data storage card	\$120.00	\$120.00
1	Luxul XFS-1084P PoE network data switch	\$130.00	\$130.00
1	JuiceGoose KIN1000RM UPS/power conditioner	\$399.00	\$399.00
1	NimbeLink E2CLink cellular data modem	\$499.00	\$499.00
1	Verizon cellular data packages above (annual cost)	\$40.00	\$40.00
1	Taoglas "Storm" MA412 weatherproof antenna system above	\$199.00	\$199.00
1	ECD/OmniMount wall-mount equipment rack	\$299.00	\$299.00
1	t33/ECD misc. installation materials	\$220.00	\$220.00

Equipment Total	\$6,361.00
less discount	<u>(\$2,439.82)</u>

Discounted Equipment Total	\$3,921.18
estimated freight above	<u>\$300.00</u>

Head-End (Office) Equipment Total	\$4,221.18
sales tax above	<u>\$348.25</u>

Head-End (Office) Equipment Total	\$4,569.43
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t33 Assembly/Device Termination/Setup	\$2,860.00
t33 AMX Control System Programming	\$9,460.00
t33 LED Lighting "Show" Programming	<u>\$2,450.00</u>

Head-End (Office) System Grand Total	\$19,339.43
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Signage Location Equipment Grand Total (from page 1)	<u>\$63,518.23</u>
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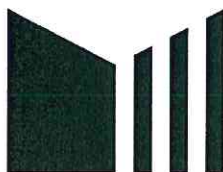
<u>Lighting Control System Network/Programming Grand Total</u>	<u>\$82,857.66</u>
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MONTROSE MANAGEMENT DISTRICT
CITY OF HOUSTON
HARRIS COUNTY, TEXAS

AGENDA MEMORANDUM

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

7. Receive an update from the Marketing and Business Development Committee.



JUNE 2016 MONTHLY PR AND MARKETING REPORT

TO: Committee Chair, Steve Madden
THROUGH: Executive Director, David Hawes
FROM: Marketing Director, Gretchen Larson
DATE: July 8, 2016

The PR and marketing committee quarterly meeting slated for June 22 was deferred to give staff, the PR team and the Committee Chair additional time to complete the Media Protocol and Outreach Calendar/Strategy and a revised Strategic Communications Plan. Ongoing activities included work on e-newsletter, development of the FAQ's for all District services into marketing materials and coordination of the public relations outreach efforts with CKP team. The committee chair and staff met to review the proposed PR media outreach and strategy calendar and media policy on June 20. This component of the plan is included in the PR and Marketing Monthly report of activities (following the social media numbers). Staff is also working with the Business and Economic Development committee on pre-planning for the Fall Real Estate Forum.

The BA made **49** visits during June and continues to be well received in the community. The BA also assisted with outreach to the business community directly adjacent and around the area where esplanades enhancements were started on July 5.

TWITTER:

Number of total tweets from June 01-June 30:	71
Increase in Followers for June 2016:	150
Total Followers:	7,589



47,881

ORGANIC IMPRESSIONS



696

TOTAL ENGAGEMENTS



383

LINK CLICKS

FACEBOOK:

Total number of 'likes':	18,109
(Up from 17,714 in May 2016)	
Total page views this month:	112,869
Total page views in May:	103,886

Facebook Activity Overview



Top 5 Posts:

Anthony Bourdain Visits Houston	14,700
Public Safety Patrol Increase for Pride	6,400
Memorial Mural for Alex Hill	3,600
The Burger Joint Review	2,700
Changes Coming to Allen Parkway	2,300

Swamplot picked up our Hanover Article

<http://swamplot.com/move-in-day-nears-for-hanover-village-arcade-sign-comes-down/2016-07-06/>

Twitter

Top Tweet earned 2,724 impressions

We're boosting patrols for [#PrideHouston](#) around the LGBT nightlife spots tonight to help keep celebrators safe. bit.ly/1Uzkrqg

↻ 10 ♥ 13

Our top tweet for June 2016 is to the left, and concerned boosting our patrols around Pride celebrations in Montrose. This was retweeted ten times, and favorited 13 times (see icons). It was one of several tweets we sent out about the well-received public safety initiative.

We were retweeted by City of Houston's Special Events Twitter, numerous community activists like Lou Weaver, and a few local community organizations around our safety initiatives.

To the right is a Twitter analytics summary of all our activity. As you can see, we get an incredible number of "impressions," which is defined as people seeing our posts. Profile visits are direct clicks on our profile, where they can click through to our website or view our Pinned Profile Tweet (currently celebrating our public safety programs.) "Mentions" are times that other Twitter users mention us in their tweets. We are mentioned fairly often by residents and news sources.

JUN 2016 SUMMARY

Tweets

71

Tweet impressions

49K

Profile visits

1,356

Mentions

98

New followers

184

Top mention earned 102 engagements



Craig Hlavaty

@CraigHlavaty · Jun 17

.@MontroseHTX History
pic.twitter.com/epmDwb2gGH



Lovett & Montrose

↻ 1 ↻ 1 ♥ 4

On the left you can see Craig Hlavaty (local journalist) mentioning us in a tweet about Montrose history. **His tweet was seen 102 times**, earning us engagement and notoriety because we are visible enough that we are seen as "the Montrose Twitter account." When we receive a mention, I retweet it (unless it is negative), so that we build a relationship with the user. Craig is usually great about mentioning us, and has even conversed with us on a couple of different occasions in the past.

Facebook

**The Montrose District**
Published by Tawny Tidwell [?] · June 20 at 10:05am · 🌐

What's **Anthony Bourdain** first stop when he visits Houston? Montrose of course!



Anthony Bourdain Visits Houston
Anthony Bourdain was in town last week filming a Houston-focused episode of his world travel and food show, *Parts Unknown*. The acclaimed host/chef made his way around town with his film crew to profile what makes Houston the culinary...

14,747 People Reached

380 Reactions, Comments & Shares

280 Like	163 On Post	117 On Shares
20 Love	17 On Post	3 On Shares
1 Angry	1 On Post	0 On Shares
27 Comments	10 On Post	17 On Shares
53 Shares	51 On Post	2 On Shares

1,810 Post Clicks

1 Photo Views	1,469 Link Clicks	340 Other Clicks
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We see great activity on Facebook as well. Our most popular share this month is above. **14,747 people saw the post organically** (i.e., we spent no ad dollars). **Sharing news like this helps us maintain our reach for neighborhood news like esplanade updates, and other important notices.** By being a Facebook Page that people frequently click Like, Share, and etc. on, we get naturally higher engagement.

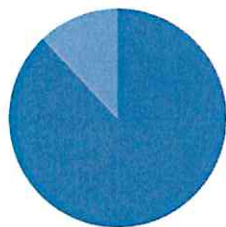
Facebook is undergoing a change this summer that may impact our ability to get organic reach. They will begin prioritizing content from users' family and friends over content from Pages (like ours.) We hope to mitigate this effect by continuing to find interesting cultural and nightlife news to help bolster our ability to stay in the feeds of the people who follow us.

You can learn more about the upcoming changes in this New York Times article:
<http://www.nytimes.com/2016/06/30/technology/facebook-to-change-news-feed-to-focus-on-friends-and-family.html? r=0>

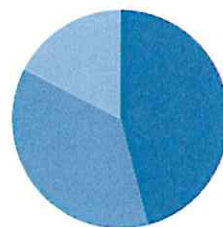
Statistics

Key Article	Facebook Reach	Twitter Reach	Clicks (Total)
Anthony Bourdain	14,747	7,700	1,835
Patrols Boost	7,700	61,500	347
Public Safety Article	1,466	17,000	100
Lower Westheimer Mtg.	804	14,300	71

IMPRESSIONS BREAKDOWN



■ Page Post	17,359
■ Fan	2,371
■ Mention	0
■ Checkin	0
■ Question	0
■ User post	0
■ Coupon	0
■ Other	0
■ Event	0



■ Organic	24,647
■ Viral	19,730
■ Paid	9,384

**we tweet important articles multiple times to increase their reach*

Newsletter Open Rate for June: 28% (compare to industry average 23%)



MONTROSE
DISTRICT

PR STRATEGY CALENDAR v4

Situation Analysis

The mission of the Montrose Management District is to attract public and private investment, provide professional management and enhance the economic well-being of the neighborhood. An effective strategy communicates the initiatives of the District to key constituencies in a clear and consistent manner, with an emphasis on transparency. All messaging must support the District's value proposition: improving the business environment and quality of life in Montrose. This means that more educational and informational messaging must be executed on all possible verticals:

- Media – when we have story pitches or releases
- Blog – better mix on a monthly basis of education and community, along with the usual business highlights
- Social media – same as blog
- Messaging used at public forums or meetings

The CKP Group's Public Relations Support for the District includes the following deliverables:

- Creation of press materials using District-driven story ideas
- Press kit with bios
- Info fact sheet/FAQ summary
- Media list development
- PR strategy calendar with target dates, pitch opportunities for 2016 fiscal year

Public Relations Tactics

- Utilize owned media (website, blog, social media channels) to reinforce District messaging and educate key constituencies (property and business owners and homeowners/renters community) about District achievements
- Engagement of board members, leadership, business owners, area residents, and local influencers as brand ambassadors and spokespeople
- Distribute news releases timed to milestones in District projects and initiatives
- Leverage District responses to relevant local/national events (e.g., increased security through Pride Month) with media outreach and on owned channels
- Post District events on community calendars
- Potential story lines or planned communications topics
 - Reinforce benefits of District to business owners, as well as renters and homeowners (because they don't pay assessments but they are the court of public opinion)
 - On-going capital improvement updates
 - District or community events and initiatives

- Safety and security measures
- Improvements coming online
- Board mtg. and other publicly advertised meeting recaps
- Existing petitions and voting deadlines associated
- General dates that are red-flagged (anticipated negative conversations)

NOTE: Before CKP moves forward on any proactive media pitching or releases, the story/article/idea must be protected from blog or social media exposure and the attached Media Protocol must be reviewed by MD and deemed as policy.

Public Relations Timeline

July

- Public safety overview
 - Blog post
- Status update: Esplanade construction (Josh)
 - Blog post with photos – what’s going on now?
- Board meeting recap – when applicable based on highlights
 - Blog post highlighting major items discussed, special good news, etc.
- E-news mid-month – to incorporate the most educationally impactful blog post before the issue goes out
 - Separate push to local civic groups of the e-news

August

- Status update: Bridge lighting/identity marker signs, how they coordinate (Josh)
 - Blog post with photos and Q & A
- Status update: Bike rack program
 - Blog post
 - Media pitches, if newsworthy
- Back to school – traffic, happenings, etc.
 - Blog post, social media
- Board meeting recap – when applicable based on highlights
 - Blog post highlighting major items discussed, special good news, etc.
- E-news mid-month – to incorporate the most educationally impactful blog post before the issue goes out
 - Separate push to local civic groups of the e-news

September

- Status update: Special Parking Area application (Josh), timed to PARK(ing) day
 - Media pitches to select media offering interviews with stakeholders (District representatives, affected businesses)
- **§ Targets: Houston Chronicle, River Oaks Examiner**
 - Blog post with images and social media links
- Esplanade construction completed (Josh) – may be pushed back to October
 - Media news release (timed to project completion) and pitches to select media offering interviews with stakeholders (landscape architect, area resident/business owner)

§ Targets: CultureMap, Houston Chronicle Community Extra, Houstonia Magazine, River Oaks Examiner

- Blog post with images, social media
- Board meeting recap – when applicable based on highlights
 - Blog post highlighting major items discussed, special good news, etc.
- E-news mid-month – to incorporate the most educationally impactful blog post before the issue goes out
 - Separate push to local civic groups of the e-news

October

- Biannual Recycling Event (Oct. 22)
 - Calendar listings (two months out)
 - Media news release (one month out) and media alert (day/week of event)
- § Highlight event partners and statistics on recycling; update on city-wide recycling initiatives?

§ Targets: Community calendars, Houston Business Journal, Houston Chronicle Community Extra, River Oaks Examiner

- Blog post recap with images, social media
 - Note: this was rained out last 2 years, HEB not engaged
 - Montrose Crawl
 - Media pitches – maybe interview Jason Ginsburg, talk about the event, MD providing security, etc.
 - Calendar listings – coordinate with the Montrose Crawl
 - National Night Out
 - Media pitches to select media detailing District's safety and security measures
- § Targets: CultureMap, Houston Chronicle Community Extra, Houstonia Magazine, OutSmart, River Oaks Examiner**
- Blog post in late July, quotes from homeowners and business rep
 - Follow-up blog post recap with photos of MD residents participating – include business owners, home owners and others
 - Calendar listings
 - Social media beginning in July
 - Blog post on Halloween safety
 - Board meeting recap – when applicable based on highlights
 - Blog post highlighting major items discussed, special good news, etc.
 - E-news mid-month – to incorporate the most educationally impactful blog post before the issue goes out
 - Separate push to local civic groups of the e-news

November

- Holiday Lighting Ceremony at Niko Niko's esplanade (Nov. 14-17)
 - Calendar listings (two months out)
 - Media news release (one month out)
 - Media pitches (two weeks out), media alert (day/week of event)
- § Targets: Broadcast outlets, Houston Chronicle Community Extra, River Oaks Examiner**
- Blog post community invite, social media
 - Small Business Saturday (Nov. 26)

- Media pitches to business and lifestyle reporters highlighting Montrose as breeding ground for small businesses
- § Celebrating those businesses that have special sales (lists)
- § Highlight some of the longstanding small businesses in the region
- § Interview with Ray on econ development
- § **Targets: CultureMap, Houston Modern Luxury, Houstonia Magazine**
 - Blog post recapping with photos and quotes from small business owners, etc.
- Board meeting recap – when applicable based on highlights
 - Blog post highlighting major items discussed, special good news, etc.
- E-news mid-month – to incorporate the most educationally impactful blog post before the issue goes out
 - Separate push to local civic groups of the e-news

December

- Holiday Decorating Contest recap (Dec. 15)
 - Media alert (timed to installations in November)
 - Media pitches (two weeks out), images and recap (post-event)
- § Highlight participating businesses and past winners, post-event story about business engagement
- § **Targets: CultureMap, Houston Business Journal, Houston Chronicle Community Extra, River Oaks Examiner**
 - Blog post, social media
- Bridge lighting/identity marker signs completed (Josh)
 - Media news release (timed to project completion), pitching to select media
 - Media interviews with stakeholders (District representatives, business owner/advocates)
- § **Targets: Broadcast outlets, Houston Business Journal, Houston Chronicle, Houstonia Magazine, OutSmart, River Oaks Examiner**
 - Blog post, social media
- Board meeting recap – when applicable based on highlights
 - Blog post highlighting major items discussed, special good news, etc.
- E-news mid-month – to incorporate the most educationally impactful blog post before the issue goes out
 - Separate push to local civic groups of the e-news



Media Protocol

Role of Montrose District's leadership team

- Immediately advise outside counsel of media inquiries, crisis response needs, etc.
- Refer any/all media phone calls, emails or physical inquiries directly to outside counsel (*eg I can't talk with you right now, would you please contact Jen Evans? She'll find out what you need and we'll make sure you get it*).
- Convey positive messages about all Montrose District residents, businesses and property owners
- Anticipate less than positive responses to operational work, advise counsel so that prep can take place to counter negativity
- Refuse access to news media representatives, cameras, and other equipment on property if their presence or behavior would be disruptive to the environment

Role of outside counsel CKP as public relations support

- Be readily available to media representatives
- Provide media representatives, upon their request, with all facts that can be provided to give a true picture to the best of his/her knowledge
- Keep media representatives fully informed with regard to the district in all aspects, activities, and changes, so that any reporting will be done on the basis of a complete and valid overview
- Submit, suggest, or request feature stories or articles to media representatives which are of interest or importance
- Meet periodically with representatives of the news media
- Monitor media "conversations"
- Protect client from exploitation and provide prep for media interviews and opportunities
- Provide counsel to client on messaging related to media requests and reactive stories
- Avoid serving as District spokespersons

Designation of spokespersons and quote experts

- Dissemination of timely, accurate, and newsworthy information to the community through the news media is a primary responsibility of the District's staff leadership, working in cooperation with key partners, Board of Directors, support staff, and outside counsel. The Marketing Director shall coordinate news coverage with outside counsel CKP Group and will jointly identify primary media spokespersons on all matters of interest. CKP Group will prep spokespersons as needed.

- Counsel recommends that we dissect leadership into two camps – spokespeople on various content, and those we can and should quote but who will not be available as spokespersons for live action
 - o Recommend that we add a woman in leadership, specifically Gretchen. It's very common for a marketing director to be a spokesperson.
- Designated primary spokespersons for the District as of 5/6/16 are:
 - o General business
 - David Hawes
 - Gretchen Larson
 - Board President Claude Wynn
 - Outside business owner/advocate (quotes only, with few exceptions)
 - o Economic development
 - Ray Lawrence (quotes only)
 - o Planning & Special Projects
 - Tony Allender (quotes only)
 - o Services
 - Gretchen Larson
 - o Reactive news
 - David Hawes
 - Gretchen Larson

Best Practices in Media Relations

- There is no such thing as “off the record.” Be clear with media if there is something you can’t comment on. Rely on your prep messaging provided by CKP to reiterate the high points of business as usual in the District
- Know your facts. Prepare with talking points and keep data handy if needed.
- Keep answers brief and to the point. Never answer a question that hasn’t been asked.
- We always have the right to ask a member of the media:
 - o The topic of the story
 - o What information the reporter is seeking
 - o How long the interview will last and/or what kind of statement he/she seeks
 - o If anyone else has been interviewed for the story and who else is being approached
 - o Be “busy.” We can ask for a hard deadline for response/scheduling, etc., then work with your internal team to prepare.

Media Support/Referral Team:

Jennifer Evans – jen@theckpgroup.com or 832-930-4065, x 107

Carey Kirkpatrick – carey@theckpgroup.com or 832-930-4065, x 101

Whitney Radley – whitney@theckpgroup.com or 832-930-4065, x 10

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 an update from the Business and Economic Development Committee.

Memorandum

TO: Montrose Management District Board of Directors
FROM: District Executive Director
DATE: June 22, 2016
SUBJECT: Business & Economic Development Committee Meeting

The Business & Economic Development Committee of the Montrose Management District held its June meeting on June 22, 2016, at Prosperity Bank, 5020 Montrose Blvd. Attending were Chairman Claude Wynn, Gene Creely, Larry Zomper, and Robin Holzer. Staff present were Ray Lawrence, Josh Hawes, Gretchen Larson, Dennis Beedon, and Kristen Gonzales. The meeting was called to order at 11:45am.

Approval of May Minutes

The minutes of the May 25, 2016 meeting of the committee were approved as written.

Additional Issues Discussed at the May Breakfast Meetings

- **Promoting Business at Montrose Stores, Restaurants and Bars.** The District is already doing a number of things to attract customers and plans to do more. First, by enhancing public safety by means of more bicycle patrols and branding jeeps used by security officers. Second, by making parking easier through the Special Parking Area (SPA) plan. Third, through stories on MMD businesses on Facebook and Twitter, as well as pieces in civic organization newsletters.

Marketing is putting together a new strategy and plan to communicate what's going on in the District and attract more retail business. A wide range of ideas is being considered, including special events and even print advertising supporting District businesses.

- **Explaining New Programs.** The District is developing FAQs to explain the TIRZ, SPA and the other programs to commercial businesses and residents of the area. The Montrose TIRZ presents an excellent opportunity to begin addressing some of the infrastructure problems that have plagued the District for many years. An intergovernmental agreement is being proposed that would allow the District to perform some functions for the TIRZ. A list and priorities of needed infrastructure projects is being developed based on the Walter P. Moore and other previous studies and new field observations.

Fourth Annual Real Estate Forum Luncheon

The committee discussed preliminary plans for this fall's luncheon. Initial plans are as follows:

- **Date:** November, 2016.
- **Location:** Grand Salon, La Colombe d'Or.
- **Theme:** "What's Coming to Montrose?" or similar.
- **Speaker Topics:** Lower Westheimer, TIRZ and SPA.
- **Speakers Introductions:** By professional Master of Ceremonies.
- **Registration:** Event to be marketed to a wider audience with fees of \$25-\$30 to be charged to avoid the no-show problem.
- **Sponsors:** Will receive designated tables for 8, logos on promotional materials and ads in the brochures to be distributed to all attendees..
- **District Brochures:** To be updated.

Ray Lawrence will have more specifics at the July committee meeting. He will be supported by the deputy executive director and the marketing team. Speaker quality will be essential to success.

Adjournment

The meeting was adjourned at 1:05 PM.

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 the Executive Director's Monthly Report.

MONTROSE MANAGEMENT DISTRICT

SERVICE PLAN

MONTHLY REPORT

June 13 – July 11, 2016

COMMITTEE ACTIVITY

STAFF ACTIVITY



COMMITTEE ACTIVITY

Mobility and Visual Improvements Committee

The committee met on July 5.

Finance Committee

The committee met on July 11.

Public Safety Committee

The committee met on June 22.

PR, Marketing and Business Relations Committee

The committee did not meet.

Business and Economic Development Committee

The committee met June 22.

STAFF ACTIVITY

June 13 – July 11, 2016

PR, Marketing and Business Relations Committee

The PR and marketing committee quarterly meeting was deferred to give staff, the PR team and the Committee Chair additional time to complete the Media Outreach Calendar/Strategy and the revised Strategic Communications Plan.

Ongoing activities included work on e-newsletter, development of the FAQ's for all District services into marketing materials and coordination of the public relations outreach efforts with CKP team. The committee chair and staff met to review the proposed PR media outreach and strategy calendar and media policy on June 20. This component of the plan is included in the PR and Marketing Monthly report of activities. Staff is also working with the Business and Economic Development committee on pre-planning for the fall real Estate Forum.

Business Ambassador Program

The BA made 49 visits during June and continues to be well received in the community. The BA Program and the work of the BA, have created a critical connection between the businesses and the District. The BA also assisted with outreach to the business community directly adjacent and around the area where esplanades enhancements were started on July 5.

PR, Marketing, Web and Social Media

See attached report.

Finance Committee

The committee met on July 11th to review and discuss the bookkeeper's report, invoices and various delinquent assessments. The committee recommends approval of the reports and that invoices be paid.