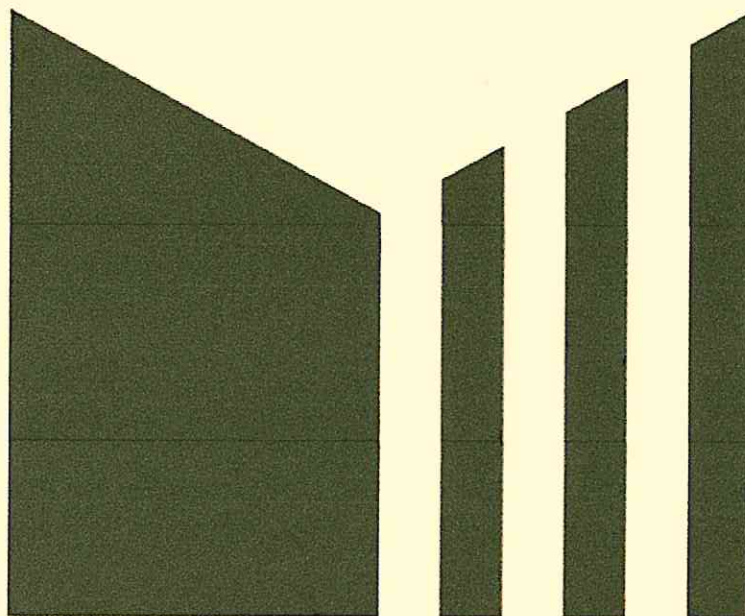


MONTROSE MANAGEMENT DISTRICT



Agenda and Agenda Materials
Meeting of the Board of Directors

October 10, 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, October 10, 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 meeting 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 September 12, 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 and recommendations from Mobility and Visual Improvements Committee.
 - a. Approve small cell tower design standards.
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 September 12, 2016.

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

September 12, 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, September 12, 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 -	Justin Singer	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, Haley, Wulfe, Nagar 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; Caryn Adams, Municipal Accounts; Pat Hall, Equi-Tax; Ray Lawrence, Lawrence & Associates; and Dennis Beedon, Montrose Business Ambassador. Others attending the meeting were Tim Austin, Allen Boone Humphries Robinson LLP; Officer Victor Beserra and Officer Laureano, both of Montrose HPD; Tawny Tidwell, Montrose MD social medial strategist; Eoles Whitaker, Office of State Representative Garnet Coleman; Travis Triola, Kudela & Weinheimer; Hina Musa, Houston Southeast; Whitney Radley and Jennifer Evans, both of CKP Group; Garry Freeman, Fix Coffeebar; Daphne Scarbrough, Richmond Avenue Coalition; Jim Bartley; Dan Piette; and Geary Ashby, resident. Chairman Wynn called the meeting to order at 12:06 p.m.

RECEIVE PUBLIC COMMENTS.

Garry Freeman reported he had opened a new business, Fix Coffeebar at 415 Westheimer, that serves nitro coffee. Public comments were received from Daphne Scarbrough, Jim Bartley and Geary Ashby regarding the petitions for dissolution. Dan Piette discussed funds being spent by the District on the bridges, branding and landscaping.

APPROVE MINUTES OF REGULAR MEETING HELD AUGUST 8, 2016.

Upon a motion duly made by Director Llewellyn, and being seconded by Director Grover, the Board voted unanimously to approve the Minutes of the August 8, 2016, Board meeting, as presented.

ACCEPT OATH OF OFFICE, SWORN STATEMENT AND BOND FOR NEWLY APPOINTED BOARD MEMBER, JUSTIN SINGER.

Upon a motion duly made by Director Mitchmore, and being seconded by Director Llewellyn, the Board voted unanimously to accept the Oath of Office, Sworn Statement and Bond for newly appointed board member, Justin Singer.

RECEIVE UPDATE FROM PUBLIC SAFETY COMMITTEE.

Officer Beserra presented the Patrol Summary Report for August, 2016, included in the Board agenda materials, and answered questions. No action from the Board was required.

RECEIVE UPDATE AND RECOMMENDATIONS FROM MOBILITY AND VISUAL IMPROVEMENTS COMMITTEE.

Mr. J. Hawes reported the Mobility and Visual Improvements Committee met this morning. He reported construction on the bridges starts at the end of month and painting started today. He stated irrigation on the esplanades is being installed on September 19 and the District is receiving large live oaks from Uptown to go on the east side to replace the China Tallows. Mr. Allender provided an update on the Special Parking Application. He reported staff is working on design standards for mini-cell towers, including aesthetic requirements. He stated at the next meeting the design standards would be presented to the Board for consideration, including installation of 6 new poles in the District. Mr. D. Hawes reported the City is agreement with the installation of the mini-cell towers and has requested the Districts to provide input on design of the poles/towers.

a. Approve change orders 1 & 2 with NEC Signs for ID Markers.

Mr. J. Hawes reviewed Change Order Nos. 1 and 2 for the identification markers, included in the Board agenda materials, and answered questions. Upon a motion duly made by Director Llewellyn, and being seconded by Director Madden, the Board voted unanimously to approve Change Order No. 1 and 2 from NEC Signs, as presented.

RECEIVE UPDATE AND RECOMMENDATIONS FROM FINANCE COMMITTEE.

a. Receive Assessment Collection Report.

Ms. Hall presented the Assessment Collection Report, included in the Board agenda materials. She reported a 98% collection rate on the 2015 assessments with no uncertified values. She reported the certified values for 2016 were approximately \$1,718,000,000 for the east and west zone combined. No action from the Board was required.

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

Ms. Adams presented the monthly financial report and went over invoices, included in the Board agenda materials. She stated she was presenting for consideration check no. 5687, payable to Landscape Art, for pay application no. 1 in the amount of \$23,826.38, which was not included in the report. Chairman Wynn reported the Finance Committee has reviewed the report and invoices and is recommending for approval. Upon a motion duly made by Director Llewellyn, and being seconded by Director Mitchmore, the Board voted unanimously to accept the Bookkeeper's Report and approved invoices for payment, as presented, and approved payment of pay application no. 1 from Landscape Art in the amount of \$23,826.38, check no. 5687.

AUTHORIZE EXECUTIVE DIRECTOR TO SET DATE, TIME AND PLACE FOR HEARING ON SUPPLEMENTAL ASSESSMENT ROLL.

Upon a motion duly made by Director Mitchmore, and being seconded by Director Hubbard, the Board voted unanimously to authorize the Executive Director to set date, time and place for hearing on supplemental assessment roll.

RECEIVE UPDATE FROM MARKETING AND BUSINESS DEVELOPMENT COMMITTEE.

Ms. Larson reported the Marketing and Business Development Committee quarterly meeting is scheduled for September 28. She reported the August 2016 Monthly PR and Marketing Report is included in the Board agenda materials for review. She stated the Business Ambassador made 49 visits during August and has passed out flyers to businesses around the esplanades being enhanced regarding the beautification project. She reported social media numbers continue to grow. She reported the next Recycling event is scheduled for October 15 at the Walgreens located at 3317 Montrose. No action from the Board was required.

RECEIVE UPDATE FROM BUSINESS AND ECONOMIC DEVELOPMENT COMMITTEE.

Mr. Lawrence reported the Committee met on August 24, a copy of the Committee Minutes is included in the Board agenda materials. He provided an update for the Fall Real Estate Forum Luncheon scheduled November 16. He reported a new economic development brochure is being drafted and is approximately 68% completed. No action from the Board was required.

RECEIVE EXECUTIVE DIRECTOR'S MONTHLY REPORT.

The Executive Director's Report is included in the Board agenda materials for review.

CONSIDER RESOLUTION DENYING PETITION TO DISSOLVE THE MONTROSE MANAGEMENT DISTRICT.

Mr. Lord stated the District hired a third party law firm to review the petitions for dissolution. He introduced Tim Austin of Allen Boone Humphries Robinson LLLP. Mr. Austin distributed a Memorandum providing a summary review on the petition for dissolution, a copy is attached as Exhibit A. He stated this

is a preliminary report which provides criteria used for the evaluation of the petitions for dissolution and his findings. He provided an overview of the legal requirements and answered questions. On page 2 of the Memorandum he reviewed the parameters of the evaluation. He stated because of the volume of petitions received in his evaluation he assumed, without knowing, that the signatures were genuine. He stated signatures of corporate officers, limited liability company members or manager and general partners of limited partnerships were assumed to be authorized to sign if they matched the Secretary of State database. He further reported because there is not a database for general partnerships, joint ventures, estates and trusts the assumption was that the petitions were properly executed if the entity matched the Harris County Appraisal District data and if the signer purports to be a partner, venture, executor or trustee. He further stated he contacted the attorney who submitted the petitions and never received a call back. He then prepared a letter to the attorney and never received a response. He stated the District received Xerox copies and never received the original petitions. He stated although the District never received the original petitions, assumptions were made that the original petitions existed and he treated the copies of the petitions for dissolution as they were originals. He further stated he assumed that every signature was valid when a computer database was not available for validity of the person signing. He provided an overview of the results from the review of the petitions for dissolution. He stated based on the assumptions, his firm found that the District's total square footage per HCAD was 16,244,986 square feet. He found that valid petitions based on his assumptions represented 8,800,738 square feet which comprised of 54.1751%. He stated his firm found that the petition for dissolution is insufficient based on the fact it did not meet the legal requirement of 75 percent or more surface area of the District and comprised only of 54.1751%. Mr. Lord distributed a Resolution Denying Petition to Dissolve the Montrose Management District, a copy is attached as Exhibit B. After full discussion by the Board, and upon a motion duly made by Director Llewellyn, and being seconded by Director Madden, the Board voted unanimously that it found the petition for dissolution did not meet the legal requirement of 75% or more of the surface area of the District and voted to approve the Resolution Denying Petition to Dissolve the Montrose Management District, as presented.

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

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

An executive session was not called.

ANNOUNCEMENTS.

There were no announcements.

ADJOURN.

There being no further business to come before the Board, Chairman Wynn adjourned the meeting at 1:07 p.m.

(Seal)



Secretary

List of Exhibits:

- A. Memorandum from ABHR re: Petitions for Dissolution, dated September 12, 2016
- B. Resolution Denying Petition to Dissolve the Montrose Management District

MONTROSE MANAGEMENT DISTRICT
CITY OF HOUSTON
HARRIS COUNTY, TEXAS

AGENDA MEMORANDUM

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

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

SEPT 2016
BILLING AND COLLECTIONS SUMMARY

YEAR	RATE	TOTAL LEVY	COLLECTIONS	RECEIVABLE	% COLLECTED
2015	0.12500	\$2,122,895.56	\$2,090,742.14	\$32,153.42	98%
2014	0.12500	\$1,935,712.11	\$1,931,947.69	\$3,764.42	99%
2013	0.12500	\$1,628,710.72	\$1,624,526.84	\$4,183.88	99%
2012	0.12500	\$1,399,724.20	\$1,398,264.94	\$1,459.26	99%
2011	0.12500	\$1,292,843.22	\$1,292,392.18	\$451.04	99%
2010	0.12500	\$1,269,753.49	\$1,269,715.99	\$37.50	99%

ASSESSED VALUE FOR 2015:	1,706,888,481	Uncertified:	0
ASSESSED VALUE FOR 2014:	1,554,436,127	Uncertified:	0
ASSESSED VALUE FOR 2013:	1,307,562,025	Uncertified:	0
ASSESSED VALUE FOR 2012:	1,120,793,160	Uncertified:	0
ASSESSED VALUE FOR 2011:	1,034,295,846	Uncertified:	0
ASSESSED VALUE FOR 2010:	1,015,822,824	Uncertified:	0

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

YEAR	RATE	TOTAL LEVY	COLLECTIONS	RECEIVABLE	% COLLECTED
2015	0.12500	\$650,697.15	\$641,452.26	\$9,244.89	98%
2014	0.12500	\$608,020.99	\$607,062.91	\$958.08	99%
2013	0.12500	\$494,959.46	\$494,128.33	\$831.13	99%
2012	0.12500	\$427,840.92	\$427,136.36	\$704.56	99%
2011	0.12500	\$409,030.62	\$408,993.12	\$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	5,173.10	457,538.74
2014 Assessment Collected	-262.50	-1,412.21
2013 Assessment Collected	-298.25	-960.08
2012 Assessment Collected	-23.67	-535.26
2011 Assessment Collected	-35.31	-455.64
2010 Assessment Collected	0.00	-336.63
2009 Assessment Collected	0.00	-367.88
2008 Assessment Collected	0.00	-367.88
2007 Assessment Collected	0.00	-334.50
Penalty & Interest	1,137.75	5,268.60
Overpayments	0.00	3,717.48
CAD Lawsuits	1,322.57	8,251.49
CAD Corrections	0.00	3,509.27
Collection Fees	1,402.73	4,028.80
Estimated Payments	0.00	0.00
Court Fees	0.00	0.00
Total Revenue	8,416.42	477,544.30
Overpayments Presented for Refund	1,248.89	14,305.25
Overpayments Applied to Assessment	0.00	0.00

ASSESSED VALUE FOR 2015:	524,139,020	Uncertified:	0
ASSESSED VALUE FOR 2014:	488,873,855	Uncertified:	0
ASSESSED VALUE FOR 2013:	399,640,419	Uncertified:	0
ASSESSED VALUE FOR 2012:	342,581,884	Uncertified:	0
ASSESSED VALUE FOR 2011:	327,246,191	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	408,993.12	
2012	0.12500	372,627	353,996	427,136.36	
2013	0.12500	380,080	361,076	\$494,128.33	
2014	0.12500	387,681	368,297	\$607,062.91	
2015	0.12500	395,435	375,663	\$641,452.26	
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

September 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 0140250000005 0140670000001 0140670000003 0140670000004 0140670000005 0140670000006 0140670000009 0261510000020	804 PACIFIC ST 77006 2302 GENESEE ST 12 77006 2308 GENESEE ST 77006 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	VARIOUS COMMERCIAL	7,783,410	9,580.81

MONTROSE DISTRICT EAST ZONE

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

MONTROSE DISTRICT EAST ZONE

September 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	
SPUR APARTMENTS LLC 6015 HARWOOD AVE OAKLAND CA 94618-1337	92 008 259 000 0003	219 W ALABAMA ST #32 77006	APARTMENT GARDEN	2015	1,875.00	
WESTMORELAND PARTNER LLC 4265 SAN FELIPE ST STE 1100 HOUSTON TX 77027-2998	92 037 034 000 0009	400 WESTMORELAND ST #16 77001	APARTMENT	2015	1,458.75	
GAWERC BRONIA 330 FAIRVIEW ST HOUSTON TX 77006-3002	92 014 054 000 0011	330 FAIRVIEW ST 77006	OFFICE BUILDING	2015	1,177.44	
PANOUSIS TAKIS 3719 INGOLD ST HOUSTON TX 77005-3623	92 051 072 000 0001	912 WESTHEIMER RD 77006	RESTAURANT	2015	679.75	
L QUBE CORPORATION 3302 WILLOWICK CT SUGAR LAND TX 77478-4049	92 026 136 000 0014	630 HAWTHORNE ST #8 77006	APARTMENT	2015	586.86	
UPSTAIRS DOWNSTAIRS LLC 609 COLQUITT ST HOUSTON TX 77005-5523	92 023 062 000 0013	609 COLQUITT ST 77006	RETAIL	2015	541.98	
PANOUSIS TAKIS P 26 GLADE BANK PL SPRING TX 77382-1112	92 051 072 000 0011	1005 CALIFORNIA ST 77006	VACANT	2015	507.81	
TAGAROPULOS EVANGELINE A 820 RICHMOND AVE HOUSTON TX 77006-5514	92 023 072 000 0006	820 RICHMOND AVE 77006	OFFICE BUILDING	2015	501.32	
KELLY LINDA J 215 HAZEL ST LA PORTE TX 77571-6427	92 014 062 000 0007	2307 CROCKER ST #5 77006	APARTMENT	2015	497.13	

• Pending HCAD Value Lawsuits

**Harris County Improvement District No. 6 / East Montrose
Lawsuit and Arbitration Status Summary as of 8/12/2016**

Jur 930

Summary

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

Settled

827,575,868	Original value of Settled accounts as of 8/12/2016
241	Number of Settled accounts as of 8/12/2016
165,904,299	Reduction in value of Settled accounts
20.05%	Average % reduction in value of Settled accounts

Unsettled

75,671,767	Original value of Unsettled accounts as of 8/12/2016
45	Number of Unsettled accounts as of 8/12/2016

.125 Tax rate per \$100 valuation

\$18,962	Estimated reduction in assessment on	45	Unsettled accounts, based on 20.05% average
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**MONTROSE DISTRICT WEST ZONE
ASSESSMENT COLLECTION REPORT
September 2016
BILLING AND COLLECTION SUMMARY
FISCAL YEAR
01/01/16 - 12/31/16**

YEAR	RATE	TOTAL LEVY	COLLECTIONS	RECEIVABLE	% COLLECTED
2015	0.12500	\$1,472,198.41	\$1,449,289.88	\$22,908.53	98%
2014	0.12500	\$1,327,691.12	\$1,324,884.78	\$2,806.34	99%
2013	0.12500	\$1,133,751.26	\$1,130,398.51	\$3,352.75	99%
2012	0.12500	\$971,883.28	\$971,128.58	\$754.70	99%
2011	0.12500	\$883,812.60	\$883,399.06	\$413.54	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	1,112.27	1,210,870.81
2014 Assessment Collected	-29.62	-4,116.86
2013 Assessment Collected	0.00	5,665.33
2012 Assessment Collected	0.00	2,856.15
2011 Assessment Collected	0.00	719.13
2010 Assessment Collected	0.00	445.50
Penalty & Interest	1,107.14	19,010.03
Overpayments	11.67	2,928.64
CAD Lawsuits	4,612.73	55,235.35
CAD Corrections	0.00	0.00
Collection Fees	1,360.51	10,331.51
Estimated Payments	0.00	0.00
Court Fees	0.00	0.00
Total Revenue	8,174.70	1,303,945.59
Overpayments Presented for Refund	4,624.40	48,886.05
Overpayments Applied to Assessment	0.00	0.00

ASSESSED VALUE FOR 2015:	1,182,749,461	Uncertified:	0
ASSESSED VALUE FOR 2014:	1,065,562,272	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	\$883,399.06	
2012	0.12500	902,930	857,784	\$971,128.58	
2013	0.12500	920,989	874,940	\$1,130,398.51	
2014	0.12500	939,409	892,438	\$1,324,884.78	
2015	0.12500	958,197	910,287	\$1,449,289.88	
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

September 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 P O BOX 924133 HOUSTON TX 77292-4133	0442250000001 0442250000170 0442250000169 0442250000168 0442250000145 0442250000110 0442250000105 0442250000005 0442250000002 0442250000171	2005 W GRAY ST 77019 1953 W GRAY ST 77019 1953 W GRAY ST 77019 2028 W GRAY ST 77019 2001 W GRAY ST 77019 2020 W GRAY ST 77019 2010 W GRAY ST 77019 2002 W GRAY ST 77019 1950 W GRAY ST 77019 2017 W GRAY ST 77019		VARIOUS COMMERCIAL	80,119,087	98,401.95
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 II-R O L P 105 TOWN CENTER RD STE 10 KING OF PRUSSIA PA 19406-2394	0730810030011 1170070010001 1170070020001 0730810030007	1505 W CLAY ST 77019 1422 W GRAY ST 77019 1414 WAUGH DR 77019 1521 W CLAY ST 77019		SHOPPING CENTER	43,727,639	54,659.55
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	1336530010001	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

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

MONTROSE DISTRICT WEST ZONE

September 2016						
TOP TEN DELINQUENT ACCOUNTS						
PROPERTY OWNER	ACCOUNT NO	SITUS	PROPERTY TYPE	ASSESSMENT YEAR(S)	ASSESSMENT	
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	
BISHOP JOAN 1547 WAVERLY ST HOUSTON TX 77008-4148	94 033 193 000 0005	120 PORTLAND 77006	COMMERCIAL	2012 - 2015	3,410.91	
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	
TBG MONTROSE PARTNERS LLC 1215 DURHAM DR HOUSTON TX 77007-5409	94 018 004 000 0003	1504 CALIFORNIA ST #20 77006	APARTMENT GARDEN	2015	1,479.82	
BERCON LTD 3815 MONTROSE BLVD STE 207 HOUSTON TX 77006-4666	94 053 146 000 0011	2007 BRUN ST #16 77019	APARTMENT	2015	1,479.08	
IVANHOE BRANARD 2035 MILFORD ST HOUSTON TX 77098-5309	94 038 220 000 0001	1915 BRANARD ST #22 77098	APARTMENT GARDEN	2015	1,355.75	
ASHBY GEARY MICHAEL 2505 PARK ST HOUSTON TX 77019-6737	94 018 051 000 0003	2510 PARK ST #16 77019	APARTMENT	2014 - 2015	1,274.09	
MARKANTONIS CALLIE & TR 2004 SUL ROSS ST HOUSTON TX 77098-2514	94 038 214 000 0001	1919 W ALABAMA ST 77098	BAR	2015	1,204.13	
UNIQUE DEVELOPMENT GROUP 3730 KIRBY DR STE 930 HOUSTON TX 77098-3933	94 038 224 000 0007	1842 COLQUITT ST #10 77098	APARTMENT	2013*	1,167.51	
YOUNO LLC 2520 MONTROSE BLVD HOUSTON TX 77006-2729	94 124 226 001 0001	2510 MONTROSE BLVD 77006	VACANT	2015	1,083.42	

* Pending HCAD Value Lawsuits

**Harris County Improvement District No. 11 / West Montrose
Lawsuit and Arbitration Status Summary as of 8/12/2016**

Jur 939

Summary

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

Settled

1,482,193,543	Original value of Settled accounts as of 8/12/2016
450	Number of Settled accounts as of 8/12/2016
141,907,013	Reduction in value of Settled accounts
9.57%	Average % reduction in value of Settled accounts

Unsettled

138,455,392	Original value of Unsettled accounts as of 8/12/2016
79	Number of Unsettled accounts as of 8/12/2016

.125 Tax rate per \$100 valuation

\$16,570	Estimated reduction in assessment on	79	Unsettled accounts, based on 9.57% average
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PERDUE, BRANDON, FIELDER, COLLINS & MOTT L.L.P.
DELINQUENT ASSESSMENT SUMMARY REPORT
MONTROSE DISTRICT
October 10, 2016

Amounts shown are 2015 base assessment unless indicated. Account numbers and addresses for Montrose District-West Zone are noted in *italics*.

Suit pending:

Joan Bishop 12-15 assessments \$3,410.91, *120 Portland St.-0331930000005*
Charles R. Baird (was Gamru Properties Ltd.) 12-15 assessments \$3,377.13, *506 Sul Ross St.-0082700000005*
Unique Development Group 13 assessments \$1,167.51, *1842 Colquitt St.-0382240000007*
KFC National Management (assessment roll lists Donvein Cao & Nancy Nguyen) 07-10 assessments \$118.75, Block 1, Tracts 15 A & 16 A (north 10 ft. Lots 15 & 16) on Taft St.-0560410000001

Paid in full:

Silverlake Holdings Partners \$2,275.07, *1212 Waugh Dr.-1321900010001*
PAMF LLC 12-15 assessments \$2,245.84, *1519 Indiana St.-0180220000013*
Eduardo & America Trevino \$1,924.58, *1018 Fairview St.-0180460010001*
Yoakum FL Acquisition LLC \$1,818.46, *4511 Yoakum Blvd.-0302450000007*
1315 Waugh LLC \$1,123.42, 1315 & 1311 Waugh Dr.-0523620080001, 0523620080002
Texas RSL Group I LP \$1,097.70, *1925 Lexington St.-0571270000010*
2020 Richmond LLC \$1,022.50, *2020 Richmond Ave.-1349650010001*
Atelier Properties LLC \$972.68, *2024 Richmond Ave.-0561250000019*
Stephen W. & Sandra K. Connolly \$826.87, *3608 Audubon Pl.-0261400000002*
Robert W. Kapp III \$749.60, *1612 Waugh Dr.-0523560000006*
Griffs Properties Inc. \$483.56, *3420 Roseland St.-0261540000014*

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



Carl O. Sandin

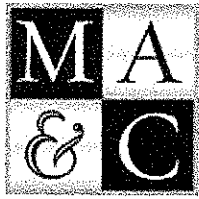
PerdueBrandonFielderCollins&Mott LLP
ATTORNEYS AT LAW

Email: csandin@pbfcm.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

October 10, 2016

Montrose Management District
Cash Flow Report - Checking Account
As of October 10, 2016

Num	Name	Memo	Amount	Balance
BALANCE AS OF 09/13/2016				\$5,208.42
Receipts				
	Interest Earned on Checking		3.28	
	Assessment Revenue		8,416.42	
	Assessment Revenue		8,174.70	
	Interest Earned on CD - Allegiance Bank		67.01	
	Assessment Revenue		2,130.94	
	Transfer from Money Market		175,000.00	
Total Receipts				193,792.35
Disbursements				
5621	Comcast	Office Expense	(210.80)	
5625	Mike Sullivan	VOID: Vehicle Registration Renewal - \$65.25	0.00	
5683	Bankcard Center	Credit Card Expenses	(828.00)	
5686	Verizon Wireless	Cell Phone Expense	(80.08)	
5687	Landscape Art, Inc.	Esplanade Enhancements - Phase 1	(23,826.38)	
5688	Aaron M Day	Security Expense	(4,339.48)	
5689	Brian M Alms	Security Expense	(623.37)	
5690	Charles Starks	Security Expense	(796.71)	
5691	John E Obenhaus	Security Expense	(1,528.41)	
5692	Joseph C Mabasa	Security Expense	(3,854.56)	
5693	Juan Arroyo	Security Expense	(1,553.30)	
5694	Juan J Chavez-Resendiz	Security Expense	(1,544.85)	
5695	Lee T Jaquarya	Security Expense	(1,981.66)	
5696	Leon Laureano.	Security Expense	(1,474.74)	
5697	Ricardo Gonzales	Security Expense	(936.94)	
5698	Richard J Bass	Security Expense	(812.15)	
5699	Todd L Thibodeaux	Security Expense	(1,923.87)	
5700	Victor Beserra.	Security Expense / Coordinator Fee	(3,792.96)	
5701	Atelier Properties LLC	Assessment Refund	(11.67)	
5702	Auto Zone Texas L.P.	Assessment Refund	(98.73)	
5703	Ioannis & Patricia Platsas	Assessment Refund	(337.50)	
5704	L Qube Corporation	Assessment Refund	(29.62)	
5705	Montrose Real Estate Partners LTD	Assessment Refund	(4,583.11)	
5706	Shibui Apartments LLC	Assessment Refund	(542.93)	
5707	Stephanie Macey	Assessment Refund	(269.73)	
5708	5020 Investments Ltd	Office Lease Expense	(1,200.00)	
5709	Allen Boone Humphries Robinson LLP	Legal Fees - Petition for Dissolution	(2,623.80)	
5710	ALLY	Vehicle Lease	(938.00)	
5711	Blank Rome LLP	Legal Fees	(220.00)	
5712	Bracewell & Giuliani LLP	Legal Fees - General Counsel	(1,080.00)	
5713	Chris Labod	Website Maintenance	(350.00)	
5714	CKP Communication Group LLC	Communication Services	(2,000.00)	
5715	Cracked Fox	Graphic Design & Marketing Services	(2,955.00)	
5716	Dennis C. Beedon	Business Ambassador Program Services	(3,180.24)	
5717	e-Vision 1 Productions, LLC	MMD Photos & Video	(1,700.00)	
5718	Environmental Design, Inc.	Esplanade Construction	(10,000.00)	
5719	Equi-Tax, Inc.	Tax Services	(1,795.63)	
5720	Hawes Hill Calderon, LLP	Consulting & Admin Fee	(28,842.15)	
5721	Landscape Art, Inc.	Esplanade Enhancements - Phase 1	(53,083.27)	
5722	Lawrence & Associates	Economic Development	(1,250.00)	
5723	Magoo's Print Shop	Marketing Expenses	(243.00)	

Montrose Management District
Cash Flow Report - Checking Account
As of October 10, 2016

Num	Name	Memo	Amount	Balance
Disbursements				
5724	McCall, Gibson, Swedlund, Barfoot, PLLC	Audit Expense	(3,250.00)	
5725	Michael Hardy	Marketing	(1,500.00)	
5726	Montrose Car Care Center	Vehicle Maintenance	(51.00)	
5727	Muze Web Development Partners LLC	Calendar Maintenace	(562.50)	
5728	Perdue Brandon, Fielder, Collins & Mott	Delinquent Tax Collection	(6,701.85)	
5729	SMC Logistics	Street Lights - 2 Months	(700.00)	
5730	Tawny Tidwell	Social Media Consulting Services	(3,500.00)	
5731	Twisted Mister Promotions	DCB Recycle Event	(246.00)	
5732	United Graphics	Postcards	(39.00)	
5733	University of St. Thomas	Meeting Expenses	(200.00)	
5734	Walter P. Moore	US 59 Arch Bridge Lighting	(1,110.00)	
5735	Yellowstone Landscape & Maintenance	Landscape Maintenance	(1,916.66)	
5736	Bankcard Center	Credit Card Expense - Holding Check	0.00	
5737	Comcast	Office Expense - Holding Check	0.00	
5738	Harris County Treasurer	Legal Fees - Holding Check	0.00	
5739	Verizon Wireless	Cell Phone Expense - Holding Check	0.00	
ACH	United States Treasury	Monthly Payroll Taxes	(8,700.00)	
Total Disbursements				<u>(195,919.65)</u>
BALANCE AS OF 10/10/2016				<u><u>\$3,081.12</u></u>

Montrose Management District

Account Balances

As of October 10, 2016

Financial Institution (Acct Number)	Issue Date	Maturity Date	Interest Rate	Account Balance	Notes
Fund: Operating					
Certificates of Deposit					
ALLEGIANCE BANK (XXXX8825)	04/25/2016	10/22/2016	0.50 %	50,000.00	
PROSPERITY BANK (XXXX0219)	11/19/2015	11/19/2016	0.75 %	350,000.00	
COMPASS BANK-PREMIER (XXXX5807)	04/25/2016	01/20/2017	0.50 %	50,000.00	
COMPASS BANK-PREMIER (XXXX7029)	04/25/2016	02/21/2017	0.55 %	50,000.00	
GREEN BANK (XXXX0169)	05/02/2016	03/28/2017	0.45 %	50,000.00	
PIONEER BANK (XXXX5309)	05/31/2016	04/21/2017	0.50 %	100,000.00	
SPIRIT OF TEXAS BANK (XXXX4039)	05/31/2016	05/20/2017	0.40 %	100,000.00	
GREEN BANK (XXXX0210)	06/09/2016	06/09/2017	0.50 %	100,000.00	
POST OAK BANK (XXXX0889)	07/28/2016	07/28/2017	0.50 %	50,000.00	
Money Market Funds					
TEXAS CLASS (XXXX0001)	04/12/2016		0.58 %	90,476.44	
Checking Account(s)					
PROSPERITY BANK (XXXX9069)			0.25 %	3,081.12	Checking Account
Totals for Operating Fund:				\$993,557.56	
Grand total for Montrose Management District:				\$993,557.56	

Montrose Management District
Summary of Pledged Securities
As of October 10, 2016

Financial Institution: ALLEGIANCE 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: 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: 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: 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:	\$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: PROSPERITY BANK (Depository Bank)		
Total CDs, MM, and Checking Accounts:	\$353,081.12	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:	770.63 %	
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:	\$90,476.44	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
September 2016

Source of Funds	Sep 16	Budget	\$ Over Budget	% of Budget	Jan - Sep 16	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
14110 - Assessments	8,416	8,400	16	100%	2,092,873	2,106,300	(13,427)	99%	2,121,643
14111 - PY Assessments	(649)	667	(1,316)	(97%)	4,015	6,000	(1,985)	67%	8,000
14112 - Assessment Refunds	(8,091)	(5,833)	(2,258)	139%	(59,656)	(52,500)	(7,156)	114%	(70,000)
14120 - Collection Fees	8,699	0	8,699	100%	77,847	0	77,847	100%	0
14310 - Penalties & Interest	2,245	2,500	(255)	90%	24,279	22,500	1,779	108%	30,000
14330 - Miscellaneous Income	0	3	(3)	0%	614	30	584	2,047%	40
14370 - Interest Earned on Temp. Invest	156	283	(127)	55%	2,722	2,550	172	107%	3,400
14380 - Interest	3	11	(8)	27%	61	101	(40)	60%	135
14390 - Prior Year Ending Fund Balance	0	0	0	0%	780,943	780,943	0	100%	780,943
Total Source of Funds	10,779	6,031	4,748	179%	2,923,698	2,863,924	57,774	102%	2,874,161
Use of Funds									
Business Development									
16123 - Project Management	2,764	2,764	0	100%	24,872	24,872	0	100%	33,162
16125 - Marketing & Public Relations									
16125-2 - Total Projects/Programs	0	1,083	(1,083)	0%	0	9,750	(9,750)	0%	13,000
16125-3 - Total Marketing Materials & Adv	2,346	6,250	(3,904)	38%	13,661	56,250	(42,589)	24%	75,000
16125-4 - Total Vendor Support of Project	13,318	17,750	(4,432)	75%	108,567	159,750	(51,183)	68%	213,000
Total 16125 - Marketing & Public Relations	15,664	25,083	(9,419)	62%	122,228	225,750	(103,522)	54%	301,000
16135 - Economic Development Services	1,250	4,167	(2,917)	30%	13,800	37,500	(23,700)	37%	50,000
16136 - Real Estate Consulting	0	1,250	(1,250)	0%	0	11,250	(11,250)	0%	15,000
16138 - Real Estate Forum	0	510	(510)	0%	0	4,586	(4,586)	0%	6,115
16140 - Web Site Main./Host/I.T.	350	500	(150)	70%	3,150	4,500	(1,350)	70%	6,000
16141 - GIS Services	68	167	(99)	41%	1,966	1,500	466	131%	2,000
Total Business Development	20,096	34,441	(14,345)	58%	166,016	309,938	(143,942)	54%	413,277
Project Staffing & Admin									
16150 - Admin & Management	2,487	2,487	0	100%	22,384	22,384	0	100%	29,845
16160 - Reimbursable Expenses	341	417	(76)	82%	4,822	3,750	1,072	129%	5,000
16170 - Reimbursable Mileage	633	667	(34)	98%	5,417	6,000	(583)	91%	8,000
16180 - Postage, Deliveries	49	167	(118)	29%	1,482	1,500	(18)	90%	2,000
16190 - Printing & Reproduction	326	771	(445)	68%	5,601	6,938	(1,337)	81%	9,250
16200 - Public Notices, Advertising	18	50	(32)	36%	1,058	450	608	235%	600
16220 - Legal Services	2,624	5,000	(2,376)	52%	133,407	45,000	88,407	296%	60,000
16250 - Bookkeeping	1,406	1,685	(279)	83%	13,867	15,165	(1,298)	91%	20,220
16260 - Assess Data Mgmt & Billing Svcs	1,796	2,042	(246)	88%	21,600	18,375	3,225	118%	24,500
16270 - Office Furniture & Supplies	0	333	(333)	0%	1,245	3,000	(1,757)	41%	4,000
16280 - Other	679	46	633	1,476%	6,149	413	5,736	1,489%	550
16290 - Office Lease Space	1,200	1,200	0	100%	10,800	10,800	0	100%	14,400
16291 - Office Equipment	261	208	53	125%	1,886	1,875	11	101%	2,500
16340 - Auditing Fees	3,250	2,500	750	130%	13,270	13,000	270	102%	13,000
16530 - Insurance & Surety Bond	0	0	0	0%	8,767	10,000	(1,233)	88%	10,000
Total Project Staffing & Admin	15,290	17,573	(2,283)	87%	251,783	158,650	93,133	159%	203,865

Montrose Management District
Revenue & Expenditures Total Zone
September 2016

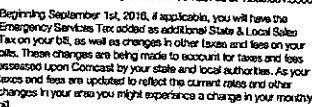
	Sep 16	Budget	\$ Over Budget	% of Budget	Jan - Sep 16	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
Security and Public Safety									
15415 · Vehicle Lease	938	958	(20)	98%	8,442	8,625	(183)	98%	11,500
15416 · Vehicle Maintenance	0	208	(208)	0%	0	1,875	(1,875)	0%	2,500
15417 · Vehicle Maint. & Operations	501	600	(99)	84%	7,622	5,400	2,222	141%	7,200
15420 · Contract Public Safety Services	31,850	31,283	567	102%	284,621	281,550	2,471	101%	375,400
15421 · Payroll Expenses	2,472	2,226	246	111%	23,886	20,034	3,852	119%	26,712
15425 · Mobile Camera Program	0	2,917	(2,917)	0%	13,500	26,250	(12,750)	51%	35,000
15430 · Cell Phone	80	167	(87)	48%	721	1,500	(779)	48%	2,000
16102 · Public Safety Equipment	0	133	(133)	0%	0	1,200	(1,200)	0%	1,600
16110 · Graffiti Abatement	0	5,417	(5,417)	0%	42,880	48,750	(5,870)	88%	65,000
16115 · Nuisance Abatement	5,069	5,167	(98)	98%	45,625	46,500	(875)	98%	62,000
16116 · Street Lights	0	233	(233)	0%	1,750	2,100	(350)	83%	2,800
16117 · Project Management	4,422	4,422	0	100%	39,794	39,794	0	100%	53,059
16118 · Security Donation	0	0	0	0%	0	0	0	0%	1,000
Total Security and Public Safety	45,332	53,731	(8,399)	84%	468,241	483,578	(15,337)	97%	645,771
Visual Improvements & Cultural									
16201 · Project Management	829	829	0	100%	7,461	7,461	0	100%	9,948
16202 · Street Sweeping	0	7,667	(7,667)	0%	46,176	69,000	(22,824)	67%	92,000
16213 · Landscape Maintenance	1,917	2,083	(166)	92%	33,151	18,750	16,401	187%	25,000
Total Visual Improvements & Cultural	2,746	10,579	(7,833)	26%	88,788	95,211	(6,423)	93%	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	83,464	116,324	(32,860)	72%	2,109,128	2,181,697	(72,569)	97%	2,524,161
Net Ordinary Source of Funds	(72,685)	(110,293)	37,608	66%	814,370	684,227	130,343	119%	350,090

Montrose Management District
Revenue & Expenditures Total Zone
September 2016

	Sep 16	Budget	\$ Over Budget	% of Budget	Jan - Sep 16	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
Other Source/Use of Funds									
Other Source 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%	89,537	89,537	0	100%	119,382
17002 · Bridge Lighting Eng Services	1,110	1,150	(40)	97%	26,715	26,755	(40)	100%	48,800
17003 · SPA Engineering Services	0	0	0	0%	46,775	15,000	31,775	312%	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	11,059	11,099	(40)	100%	900,450	884,872	75,578	109%	1,569,182
Visual Improve & Cultural - CPF									
17100 · Project Management	7,185	7,185	0	100%	64,665	64,665	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	58,981	0	58,981	100%	136,489	45,000	91,489	303%	45,000
17103 · Identity Marker Installation	0	0	0	0%	41,429	41,429	0	100%	425,000
17104 · Esplanade Installation	10,000	10,000	0	100%	10,000	10,000	0	100%	555,000
Total Visual Improve & Cultural - CPF	76,166	17,185	58,981	443%	254,996	163,094	91,902	156%	1,122,920
Total Capital Improvement	87,225	28,284	58,941	308%	1,215,446	1,047,966	167,480	116%	2,692,102
Total Other Use of Funds	87,225	28,284	58,941	308%	1,215,446	1,047,966	167,480	116%	2,692,102
Net Other Source of Funds	(87,225)	(28,284)	(58,941)	308%	(81,146)	86,334	(167,480)	(94%)	0
Planned Reserves	(159,910)	(138,577)	(21,333)	115%	(73,424)	(770,561)	(37,137)	95%	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		
Allen Boone Humphries Robinson LLP	Legal Fees - Petition for Dissolution	2,623.80	X		X
ALLY	Vehicle Lease (2)	938.00	X		X
ALLY	Personal Property Taxes			X	
Bankcard Center	Credit Card Expenses	828.00		X	X
Bike Houston	Bike Maps		X		
Blank Rome LLP	Legal Fees	220.00	X		X
Bracewell & Giuliani LLP	Legal Fees - General Counsel	1,080.00	X		X
Charles Nicholas Promotional Products	Promotion		X		
Chris Labod	Website Maintenance	350.00	X		X
CKP Communication Group LLC	Communication Services	2,000.00		X	X
Comcast	Office Expenses	210.80		X	X
Cracked Fox	Graphic Design & Marketing Services	2,955.00	X		X
Dennis C. Beedon	Business Ambassador Program Services	3,180.24	X		X
Dero Bike Rack Co.	Bike Racks		X		
e-Vision 1 Productions, LLC	MMD Video Archive	1,700.00	X		X
Environmental Design, Inc.	Esplanade Construction	10,000.00	X		X
Equi-Tax, Inc.	Tax Services	1,795.63	X		X
Gandy Squared Lighting Design	Bridge Lighting Design		X		
Greater East End Management District	Graffiti Abatement Services		X		
Harris County Treasurer	Legal Fees		X		
Hawes Hill Calderon, LLP	Consulting & Admin Fee	28,842.15	X		X
Houston Arts Alliance	Syndication Services		X		
Houston Business Journal	Legal Notices		X		
Kafoglis Construction	Bike Racks		X		
Kudela & Weinheimer	Esplanade Enhancements		X		
Landscape Art, Inc.	Esplanade Enhancements - Phase 1	76,909.65	X		X
Lawrence & Associates	Economic Development	1,250.00	X		X
Magoo's Print Shop	Marketing Expenses	243.00	X		X
Mark Burton, P.L.L.C.	Annual Financial Report		X		
McCall, Gibson, Swedlund, Barfoot, PLLC	Audit Expense	3,250.00	X		X
Michael Hardy	Marketing	1,500.00	X		X
Minuteman Press - Post Oak	Brochure		X		
Montrose Car Care Center	Vehicle Maintenance	51.00		X	X
Mr. Dirt of Texas	Street Sweeping Expense		X		
Municipal Accounts & Consulting, L.P.	Bookkeeping Fees		X		
Muze Development Partners LLC	Calendar Maintenance	562.50	X		X
Perdue Brandon, Fielder, Collins & Mott	Delinquent Tax Coll	6,701.85	X		X
SentiForce	Mobile Camera Program		X		
SMC Logistics	Street Lights - 2 Months	700.00	X		X
South Main Alliance	SMA Membership Dues		X		
Tawny Tidwell	Social Media Consulting Services	3,500.00	X		X
Texas State Comptroller	Unclaimed Property		X		
Texas Municipal League	Insurance Expense			X	
TSG Reporting, Inc.	Public Hearing			X	
Twisted Mister Promotions	DCB Recycle Event	246.00	X		X
TXDOT	Bridge Lighting Project		X		
United Graphics	Postcards	39.00		X	X
United States Treasury	Monthly Payroll Taxes	8,700.00		X	
University of St. Thomas	Meeting Expense	200.00	X		X
Verizon Wireless	Cell Phone Expense	80.08		X	X
Walter P. Moore	Montrose Mobility Study & US 59 Arch Bridge Lighting	1,110.00	X		X
Yellowstone Landscape & Maintenance	Landscape Maintenance	1,916.66	X		X



July 15, 2016

Montrose Management District
5020 Montrose Blvd. Suite 311
Houston, Texas 77006

Attention: Josh Hawes

RE: Landscape Art Pay Request #1
Explanade Enhancements - Phase I
MON-252

Attached you will find Pay Request #1 from Landscape Art, Inc. The amount certified is correct. Should you have any questions or require any additional information, please call me at 713-869-6987.

Sincerely,

T. Triola

Travis Triola

cc: K&W File



LANDSCAPE ARCHITECTURE

5020 Montrose Blvd. Suite 311

Houston, Texas 77006

7155 Old Katy Road, Suite 270

Houston, Texas 77024

713-869-6987

www.kudela.com

HOUSTON

SAN ANTONIO

www.kudela.com

Montrose Management District
Explanade Enhancements - Phase I
KUDELA & WEINHEIMER

PAY ESTIMATE NO. 1

MON-252

Owner:

Montrose Management District
5020 Montrose Blvd. Suite 311
Houston, Texas 77006

Attention: Mr. Josh Hawes

Contractor:

Landscape Art, Inc.
2303 Dickinson Avenue
League City, Texas 77573

Contract Information:

PAY ESTIMATE NO. 1, July 15, 2016

Contract Date: February 8, 2016
Notice to Proceed Date: April 4, 2016
Contract Calendar Days: 120
Calendar Days Changed: 54
Approved Extensions: 50
Remaining Calendar Days: 66

CONTRACTOR'S APPLICATION FOR PAYMENT

1. Original Contract Amount	\$ 803,984.00
2. Net change by Change Orders	\$ 0.00
3. CONTRACT SUM TO DATE	\$ 803,984.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 26,473.75
5. RETAINAGE:	
a. 10% of Completed Work (Column G + E on G703)	\$ 2,647.38
b. % of Stored Material (Column F on G703)	\$
Total Retainage (Line 5a + 5b or total in Column I on G703)	\$ 2,647.38
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$ 23,826.38
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificates)	\$ 0.00
8. CURRENT PAYMENT DUE	\$ 23,826.38
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 8 Less Line 6)	\$ 580,157.63

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 0.00	\$ 0.00
Total approved this Month	\$ 0.00	\$ 0.00
TOTALS	\$ 0.00	\$ 0.00
NET CHANGES by Change Order	\$ 0.00	\$ 0.00

Recommended for Payment:

Kudela & Weinheimer
7155 Old Katy Road, Suite 270
Houston, Texas 77024

By: Travis Triola

Date: 7/15/2016

cc: K&W File

AIA Document G702 1992

Application and Certificate for Payment

TO OWNER: Montrose Management District
5020 Montrose Blvd. Suite 311
Houston, Texas 77006
FROM CONTRACTOR: Landscape Art, Inc.
2303 Dickinson Avenue
League City, Texas 77573

PROJECT: Explanade Enhancements - Phase I
VIA ARCHITECT: Kudela & Weinheimer
7155 Old Katy Road, Suite 270
Houston, Texas 77024

APPLICATION NO. 1
PERIOD TO: 6/30/2016
CONTRACT FOR: ARCHITECT 68
CONTRACT DATE: 2-8-2016
PROJECT NO. MON-252

OWNER: ☐
ARCHITECT: ☒
FIELD: ☐
OTHER: ☐

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment as shown below, in accordance with the Contract.

1. ORIGINAL CONTRACT SUM \$ 603,984.00

2. Net change by Change Order: \$ 0.00

3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 603,984.00

4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 26,473.75

5. RETAINAGE:

a. 10% of Completed Work (Column G + E on G703) \$ 2,647.38

b. % of Stored Material (Column F on G703) \$

Total Retainage (Line 5a + 5b or Total Column I of G703) \$ 2,647.38

6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 23,826.38

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificates) \$

8. CURRENT PAYMENT DUE \$ 23,826.38

9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 8 Less Line 6) \$ 580,157.63

CHANGES ORDER SUMMARY

Total changes approved in previous months by Owner \$

Total approved this Month \$

TOTALS \$ 0.00 \$ 0.00

NET CHANGES by Change Order \$

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payment is withheld from the Owner, and that current payment is due to the Owner.

CONTRACTOR: Landscape Art, Inc.

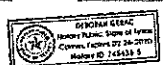
By: *T. Triola* Date: 6/30/2016

Witness of Contractor: *T. Triola*

Witness of Owner: *T. Triola* Date: 30th day of June 2016

Witness of Public: *T. Triola* Date: 30th day of June 2016

My Commission expires 2-28-2020



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents based on on-site observations and the data completing this application the Architect certifies the Owner that the best of the Architect's knowledge, information and belief the Work has progressed as indicated on the Certificate for Payment in accordance with the Contract Documents and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$ 23,826.38

(Attach explanation if amount certified differs from the amount applied, listed as item on the Application and on the Continuation Sheet and changed to conform with the amount certified.)

By: *T. Triola* Date: 7/15/2016

Witness of Architect: *T. Triola*

This Certificate is not applicable. The AMOUNT CERTIFIED is payable only to the Contractor's General Partner, Principal, Partner and successor in all pay status and is not payable to any other party.

The Owner of the Contract is the Contractor.

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AIA Document G703

Continuation Sheet

Job #5052 Montrose Explanade

AIA Document G703, APPLICATION AND CERTIFICATION FOR PAYMENT
CONTAINING Contractor's signed certification attached.
In tabulations below, amounts stated to the nearest dollar.
Use Column I Contracts where variable retainage for line items may apply.

APPLICATION NO. 1
APPLICATION DATE: 6/30/2016
PERIOD TO: 6/30/2016
ARCHITECT'S PROJECT NO.

A	B	C	D	E	F	G	H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (E-1)	THIS PERIOD	MATERIALS PRESENTLY STORED ON SITE (F-1)	TOTAL COMPLETED AND STORED TO DATE (G-1 + F-1)	% (G-1 / C)	RETAINAGE TO FINISH (I-1)
1	Landscape Planting	101,185.00	-	-	-	0%	101,185.00	-
2	Grass Seeding	233,318.00	-	-	-	0%	233,318.00	-
3	Grass Seeding	27,864.00	-	-	-	0%	27,864.00	-
4	Grass Seeding	26,727.00	-	-	-	0%	26,727.00	-
5	Landscape Planting	47,262.00	-	-	-	0%	47,262.00	-
6	Grass Seeding	14,379.00	-	2,652.79	3,643.73	21%	16,931.29	388.50
7	Grass Seeding	9,000.00	-	4,000.00	5,000.00	56%	14,000.00	250.00
8	Grass Seeding	1,415.00	-	1,415.00	1,415.00	100%	-	315.00
9	Grass Seeding	23,729.00	-	12,413.00	12,413.00	52%	11,320.00	1,343.25
10	Grass Seeding	14,379.00	-	-	-	0%	14,379.00	-
11	Grass Seeding (Alternate)	47,812.25	-	-	-	0%	47,812.00	-

**CONTRACTOR'S AFFIDAVIT AND
PARTIAL LIEN WAIVER AND RELEASE**

STATE OF TEXAS §
COUNTY OF Galveston §
DATE: 6/30/2016
OWNER: Montrose Management District
5020 Montrose Blvd, Suite 311
Houston, Texas 77006
CONTRACTOR: Landscape Art, Inc.
2303 Dickinson Avenue
League City, TX 77573
PROPERTY: Montrose Management District Esplanade
Enhancements - Phase I
WORK: Landscape/Irrigation/Monument Signs
PROJECT: Montrose Management District Esplanade
Enhancements - Phase I
CUT-OFF-DATE: 6/30/2016
AMOUNT OF PAYMENT: \$23,826.38

Contractor on oath swears that the following statements are true:

1. Bills Paid. The total of all charges, for and in connection with labor performed and material furnished by Contractor through the Cut-Off-Date, have been paid in full to Contractor.
2. Lien Waiver & Release. Contractor acknowledges complete satisfaction of, and forever waives and releases, all claims of every kind against Owner or the Property referred to above, including but not limited to all liens and claims of liens, which Contractor may have as a result of, or in connection with the performance of furnishing of such labor or materials through the Cut-Off-Date.
3. All Others Paid. Contractor has further represented and warranted and does hereby represent and warrant, that all persons or entities who have furnished labor or material to Contractor in connection with the Work performed through Cut-Off-Date and the above Amount of Payment will be paid all amounts to which they have become entitled, excepting agreed retainage not yet due and payable.

pdw/ck # 5087

4. Authority. Contractor represents that the person executing this Affidavit on behalf of Contractor is duly authorized to sign this Affidavit and to legally bind Contractor hereto.
5. Binding Effect. All of the provisions of this document shall bind Contractor, Contractor's heirs, legal representatives, successors and assigns and shall inure to the benefit of Owner and Owner's heirs, legal representatives, successors, assigns and sureties.
6. Performance Standard. All labor performed by Contractor on the Project was done in a good and workmanlike manner and in accordance with the plans and specifications for the Project.
7. Materials Standard. All materials supplied by Contractor to the Project were in accordance with the plans and specifications for the Project.

CONTRACTOR:

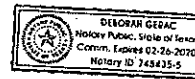
Landscape Art, Inc.

By: *J.H. Williams*

Name: J.H. Williams

Title: Vice President

SUBSCRIBED AND SWORN TO BY J.H. Williams
Vice President of Landscape Art, Inc. before me, the undersigned authority on
this 30th day of June, 2016, to certify which witness my hand and seal of office.



Deborah Gerac
Notary Public in and for the
State of Texas

pdw/ck # 5087



Officer Payroll Report

Print to PDF

Sep-16	Amount	Rate	Hours	Gross Pay	Net Pay
Sep-16	Alms, Brian	15.00	\$45.00	\$675.00	\$0.00
Sep-16	Arroyo, Juan	40.00	\$45.00	\$1,800.00	\$0.00
Sep-16	Bass, Richard	20.00	\$45.00	\$900.00	\$0.00
Sep-16	Deserra, Victor	21.00	\$45.00	\$945.00	\$3,500.00
Sep-16	Chavez-Retendez, Ju	41.00	\$45.00	\$1,845.00	\$0.00
Sep-16	Day, Aaron	130.00	\$45.00	\$5,850.00	\$0.00
Sep-16	Gonzales, Ricardo	25.00	\$45.00	\$1,125.00	\$0.00
Sep-16	Jaquera, Lee	55.00	\$45.00	\$2,475.00	\$0.00
Sep-16	Lauro, Leon	39.00	\$45.00	\$1,755.00	\$0.00
Sep-16	Mabasa, Joseph	114.00	\$45.00	\$5,130.00	\$0.00
Sep-16	Oberhaus, John	42.00	\$45.00	\$1,890.00	\$0.00
Sep-16	Starks, Charlie	21.00	\$45.00	\$945.00	\$0.00
Sep-16	Thibodeaux, Todd	50.00	\$45.00	\$2,250.00	\$0.00
Period Total	13		\$27,585.00	\$3,500.00	\$31,085.00
Grand Total	13		\$27,585.00	\$3,500.00	\$31,085.00

*Montrose District Patrol Gas Cards
September 2016*

\$400.00

Victor Deserra

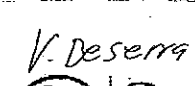
Vin Deserra V. Deserra



Homestead Grocer, Homestead Team

3300 MONTROSE BLVD.
(713) 526-7865
Your cashier was Bruce

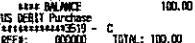
MR SHELL GC 25.00
KROGER PLUS CUSTOMER 25.00
MR SHELL GC 25.00
TAX 0.00
TOTAL: 75.00
CASHBACK: 0.00
VERIFIED BY PIN



Homestead Grocer, Homestead Team

3300 MONTROSE BLVD.
(713) 526-7865
Your cashier was Bruce

MR SHELL GC 25.00
KROGER PLUS CUSTOMER 25.00
MR SHELL GC 25.00
TAX 0.00
TOTAL: 75.00
CASHBACK: 0.00
VERIFIED BY PIN



Homestead Grocer, Homestead Team

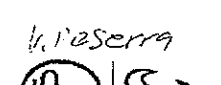
V. Deserra



Homestead Grocer, Homestead Team

3300 MONTROSE BLVD.
(713) 526-7865
Your cashier was Bruce

MR SHELL GC 25.00
KROGER PLUS CUSTOMER 25.00
MR SHELL GC 25.00
TAX 0.00
TOTAL: 75.00
CASHBACK: 0.00
VERIFIED BY PIN



Homestead Grocer, Homestead Team

3300 MONTROSE BLVD.
(713) 526-7865
Your cashier was Bruce

MR SHELL GC 25.00
KROGER PLUS CUSTOMER 25.00
MR SHELL GC 25.00
TAX 0.00
TOTAL: 75.00
CASHBACK: 0.00
VERIFIED BY PIN



Homestead Grocer, Homestead Team

pdw/ck # 5700



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 WEST
DATE: 09/01/2016
YEAR: 2015
OWNER NAME: ATELIER PROPERTIES LLC
ACCOUNT NUMBER: 94/056/125/000/0019
PAID BY: ATELIER PROPERTIES LLC
2024 RICHMOND AVE
HOUSTON TX 77098-3424
OVERPAYMENT: \$11.67
DEPOSIT BATCH NO.: 94-371
RECEIPT NUMBER: 94150670
CHECK NO.: 1001
DATE OF PAYMENT: 08/31/2016
LEGAL DESCRIPTION: TRS 19 20A 20B & 21A BLK 5
DEARBORN PLACE
2024 RICHMOND AVE

NOTICE OF OVERPAYMENT OF TAX

DISTRICT NAME: MONTROSE MD WEST
OVERPAYMENT AMOUNT: \$11.67

REASON: paid Sept amount in August

AMOUNT OF CHECK: \$1,400.56
CHECK NO.: 1001
AMOUNT APPLIED: \$1,388.99
Ref No.: ATELIER PROPERTI
DIFFERENCE: \$11.67
COMPLETED BY: [Signature] DATE: 9/1/16
Make refund payable to:
Address:
City: State: Zip:
If you need more information, call Customer Service at 281.444.3946.

pdw/cx#5701



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: 09/15/2016
LEGAL DESCRIPTION: LT 6 BLK 3
HYDE PARK EXTN
2301 MONTROSE BLVD
AutoZone Inc
c/o Wilson & Franco
11000 Richmond Ave Ste 350
Houston, TX 77042
ACCOUNT NUMBER: 92/018/045/000/0006
YEAR: 2015
REF No.: 0894709
DATE PROCESSED: 09/15/2016
RECEIPT NUMBER: 92150163
DEPOSIT BATCH No.: RF160915

NOTICE OF CHANGE IN TAX LIABILITY

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

The explanation of the change is:

☐ Decrease in Appraised Value
☐ Exemption(s) Added
☐ Homestead
☐ Over 65
☐ Disabled Person
☐ Disabled Veteran
☐ Account Prorated
☐ Account Deleted
☐ Rendition Penalty Waived
☐ Other:
☒ Lawsuit Cause No.: 2015-50473

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$98.73.

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#5702



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: 09/13/2016
LEGAL DESCRIPTION: RES A BLK 1
HARRY'S RESTAURANT
318 TUAM ST
HOUSTON TX 77006-3308
ACCOUNT NUMBER: 92/132/683/001/0001
YEAR: 2015
REF No.: 0894647
DATE PROCESSED: 09/13/2016
RECEIPT NUMBER: 92150448
DEPOSIT BATCH No.: RF160913

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:

☐ Decrease in Appraised Value
☐ Exemption(s) Added
☐ Homestead
☐ Over 65
☐ Disabled Person
☐ Disabled Veteran
☐ Account Prorated
☐ Account Deleted
☐ Rendition Penalty Waived
☐ Other:
☒ Lawsuit Cause No.: 2015-63208

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$337.50.

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.

pdw/cx#5703



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: 09/13/2016
LEGAL DESCRIPTION: 1 QUBE CORPORATION
3302 WILLOWICK CT
SUGAR LAND TX 77478-4049
MONTROSE MD WEST
ACCOUNT NUMBER: 94/038/224/000/0001
YEAR: 2014
REF No.: 0894654
DATE PROCESSED: 09/13/2016
RECEIPT NUMBER: 94140312
DEPOSIT BATCH No.: RF160913

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:

☐ Decrease in Appraised Value
☐ Exemption(s) Added
☐ Homestead
☐ Over 65
☐ Disabled Person
☐ Disabled Veteran
☐ Account Prorated
☐ Account Deleted
☐ Rendition Penalty Waived
☐ Other:
☒ Lawsuit Cause No.: 2014-63327

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$29.62.

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#5704



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: 09/13/2016

LEGAL DESCRIPTION

MONTROSE REAL ESTATE PARTNERS LTD
c/o Popp Hutcheson PLLC
13015 MoPac Expressway, Ste 430
Austin, TX 78746 -3959

RES B BLK 1
LANCASTER CENTER R/P
1701 W ALABAMA ST

MONTROSE MD WEST

ACCOUNT NUMBER: 94/132/719/001/0002
YEAR: 2015
REF No.: 0894655

DATE PROCESSED: 09/13/2016
RECEIPT NUMBER: 94150808
DEPOSIT BATCH No.: RF160913

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 type="checkbox"/> Other: |
| <input type="checkbox"/> Disabled Person | |
| <input type="checkbox"/> Disabled Veteran | <input checked="" type="checkbox"/> Lawsuit Cause No.: 2015-55038 |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$4,583.11.

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/ck #5705



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: 09/13/2016

LEGAL DESCRIPTION

SHIBUI APARTMENTS LLC
4500 MONTROSE BLVD STE B
HOUSTON TX 77006-5842

LTS 5 6 7 8 & 12 BLK B
FITZ HOMESTEAD
714 WOODROW 40

MONTROSE MD EAST

ACCOUNT NUMBER: 92/014/154/000/0005
YEAR: 2015
REF No.: 0894646

DATE PROCESSED: 09/13/2016
RECEIPT NUMBER: 92150150
DEPOSIT BATCH No.: RF160913

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 type="checkbox"/> Other: |
| <input type="checkbox"/> Disabled Person | |
| <input type="checkbox"/> Disabled Veteran | <input checked="" type="checkbox"/> Lawsuit Cause No.: 2015-71313 |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$192.93.

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/ck #5706



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: 09/13/2016

LEGAL DESCRIPTION

SHIBUI APARTMENTS LLC
4500 MONTROSE BLVD STE B
HOUSTON TX 77006-5842

LTS 5 6 7 8 & 12 BLK B
FITZ HOMESTEAD
714 WOODROW 40

MONTROSE MD EAST

ACCOUNT NUMBER: 92/014/154/000/0005
YEAR: 2014
REF No.: 0894645

DATE PROCESSED: 09/13/2016
RECEIPT NUMBER: 92140155
DEPOSIT BATCH No.: RF160913

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 type="checkbox"/> Other: |
| <input type="checkbox"/> Disabled Person | |
| <input type="checkbox"/> Disabled Veteran | <input checked="" type="checkbox"/> Lawsuit Cause No.: 2014-61967 |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$262.50.

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.

pdw/ck #5706



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: 09/13/2016

LEGAL DESCRIPTION

SHIBUI APARTMENTS LLC
4500 MONTROSE BLVD STE B
HOUSTON TX 77006-5842

LTS 5 6 7 8 & 12 BLK B
FITZ HOMESTEAD
714 WOODROW 40

MONTROSE MD EAST

ACCOUNT NUMBER: 92/014/154/000/0005
YEAR: 2013
REF No.: 0894644

DATE PROCESSED: 09/13/2016
RECEIPT NUMBER: 92130151
DEPOSIT BATCH No.: RF160913

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 type="checkbox"/> Other: |
| <input type="checkbox"/> Disabled Person | |
| <input type="checkbox"/> Disabled Veteran | <input checked="" type="checkbox"/> Lawsuit Cause No.: 2013-62927 |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$87.50.

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.

pdw/ck #5706



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: 09/13/2016

LEGAL DESCRIPTION

Stephanie Macey
1717 SAINT JAMES PL STE 118
HOUSTON TX 77056-3409

LTS 12 & 13 & TRS 14A & 15A
BLK 2
FITZ HOMESTEAD
607 RICHMOND AVE

MONTROSE MD EAST

ACCOUNT NUMBER: 92/014/148/000/0012
YEAR: 2012
REF No.: 0894642

DATE PROCESSED: 09/13/2016
RECEIPT NUMBER: 92000145
DEPOSIT BATCH No.: RP160913

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 type="checkbox"/> Other: |
| <input type="checkbox"/> Disabled Person | |
| <input type="checkbox"/> Disabled Veteran | <input checked="" type="checkbox"/> Lawsuit Cause No.: 2011-57701 |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$23.67.

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#5707



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: 09/13/2016

LEGAL DESCRIPTION

Stephanie Macey
1717 SAINT JAMES PL STE 118
HOUSTON TX 77056-3409

LTS 12 & 13 & TRS 14A & 15A
BLK 2
FITZ HOMESTEAD
607 RICHMOND AVE

MONTROSE MD EAST

ACCOUNT NUMBER: 92/014/148/000/0012
YEAR: 2011
REF No.: 0894641

DATE PROCESSED: 09/13/2016
RECEIPT NUMBER: 92000142
DEPOSIT BATCH No.: RP160913

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 type="checkbox"/> Other: |
| <input type="checkbox"/> Disabled Person | |
| <input type="checkbox"/> Disabled Veteran | <input checked="" type="checkbox"/> Lawsuit Cause No.: 2011-57701 |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$35.31.

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#5707



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: 09/13/2016

LEGAL DESCRIPTION

Stephanie Macey
1717 SAINT JAMES PL STE 118
HOUSTON TX 77056-3409

LTS 12 & 13 & TRS 14A & 15A
BLK 2
FITZ HOMESTEAD
607 RICHMOND AVE

MONTROSE MD EAST

ACCOUNT NUMBER: 92/014/148/000/0012
YEAR: 2013
REF No.: 0894643

DATE PROCESSED: 09/13/2016
RECEIPT NUMBER: 92130145
DEPOSIT BATCH No.: RP160913

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 type="checkbox"/> Other: |
| <input type="checkbox"/> Disabled Person | |
| <input type="checkbox"/> Disabled Veteran | <input checked="" type="checkbox"/> Lawsuit Cause No.: 2011-57701 |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$210.75.

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#5707

ABHR

ALLEN BOONE HUMPHRIES ROBINSON LLP

Telephone 813 741 2017

September 26, 2016

MONTROSE MANAGEMENT DISTRICT

Mr. Clark Lord
Bracewell LLP
711 Louisiana, STE. 2300
Houston, TX 77002-2770

Client/Matter: MMD000-20
Statement Number: 83349
Billing Attorney: Timothy Austin

Petition for Dissolution

Professional Fees

Fees for services posted through September 16, 2016, as follows:

Date	Professional		Hours
08/22/16	Timothy Austin	Draft letter to petitioners.	0.50
09/07/16	Timothy Austin	Draft memo regarding petitions.	1.00
09/08/16	Timothy Austin	Complete draft of memorandum and send to general counsel for review.	1.00
09/09/16	Timothy Austin	Respond regarding memo to board.	0.25
09/12/16	Timothy Austin	Prepare for and attend District meeting regarding petitions.	2.00

Total Fees: 2,612.50

Expenses and Other Items

Expenses and Other Items posted through September 16, 2016, as follows:

08/23/16	TA	Postage	1.40
09/12/16	TA	Photocopy Charges	4.50
09/12/16	TA	Micage expense	5.40
Total Expenses and Other Items:			11.30

Total Fees: \$ 2,612.50
Total Expenses and Other Items: \$ 11.30
Total Amount Due: \$ 2,623.80

pdw/cx#5709



Questions?
Visit allyauto.com or call 888-925-ALLY(2559)
Statement reflects payment(s) received through: 09/21/16

Account Summary

Next Payment:	Past Due Payments	Other Unpaid Amounts:
Due Date: 12/13/16	Due Date	Amount Due
Base Payment: \$469.00	Late Charge:	Extension Fee:
Sales/Use Tax:	Surcharge:	Registration Fee:
Per. Property Tax:	Miscellaneous:	Total:
Other Scheduled:		
Total: \$469.00	Total:	Total:

STATEMENT TOTAL: \$469.00

Account Information

Account Number: 61192029/681
Make: 14 JEEP GRAND
VIN: 1C4RJEA06C322596
Scheduled End Date: 01/12/17
Payments Remaining: 1

Important Account Message

Saving for a big purchase? No need to switch banks. Just open an Ally Bank Online Savings Account - you'll earn interest rates that are among the most competitive in the country. Plus, there's no minimum balance to open and no monthly maintenance fees. To learn more, visit allybank.com. Ally Bank, Member FDIC.

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

- Automatic Payments - Allows 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 e-statements, at no cost to you.
- Payments by phone or payments online by debit cards - 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 380902
BLOOMINGTON MN 55438-0902

THE MONTROSE MANAGEMENT
PO BOX 22167
HOUSTON TX 77227



DUE DATE: 12/13/16

ACCOUNT NUMBER: 61192029/681
STATEMENT TOTAL: \$469.00
TOTAL AMOUNT PAID: \$ 469.00

PAYMENT PROCESSING CENTER
PO BOX 78234
PHOENIX AZ 85062-8234



04 07 611 9202 97691 8 00046900 7 7 4



Questions?
Visit allyauto.com or call 888-925-ALLY(2559)
Statement reflects payment(s) received through: 09/21/16

Account Summary

Next Payment:	Past Due Payments	Other Unpaid Amounts:
Due Date: 12/13/16	Due Date	Amount Due
Base Payment: \$469.00	Late Charge:	Extension Fee:
Sales/Use Tax:	Surcharge:	Registration Fee:
Per. Property Tax:	Miscellaneous:	Total:
Other Scheduled:		
Total: \$469.00	Total:	Total:

STATEMENT TOTAL: \$469.00

Account Information

Account Number: 61192029/681
Make: 14 JEEP GRAND
VIN: 1C4RJEA06C322596
Scheduled End Date: 01/12/17
Payments Remaining: 1

Important Account Message

Saving for a big purchase? No need to switch banks. Just open an Ally Bank Online Savings Account - you'll earn interest rates that are among the most competitive in the country. Plus, there's no minimum balance to open and no monthly maintenance fees. To learn more, visit allybank.com. Ally Bank, Member FDIC.

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

- Automatic Payments - Allows 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 e-statements, at no cost to you.
- Payments by phone or payments online by debit cards - 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 380902
BLOOMINGTON MN 55438-0902

THE MONTROSE MANAGEMENT
PO BOX 22167
HOUSTON TX 77227



DUE DATE: 12/13/16

ACCOUNT NUMBER: 61192029/681
STATEMENT TOTAL: \$469.00
TOTAL AMOUNT PAID: \$ 469.00

PAYMENT PROCESSING CENTER
PO BOX 78234
PHOENIX AZ 85062-8234



04 07 611 9202 98637 2 00046900 7 7 6

BLANK ROME LLP

717 TEXAS AVENUE
SUITE 1402
HOUSTON, TEXAS 77002
(713) 228-8801 FAX: (713) 228-8609
FEDERAL TAX ID. NO. 23-1511874

MONTROSE MANAGEMENT DISTRICT
C/O DAVID HAWES
HAWES HILL CALDERON LLP
9610 LONGPOINT, SUITE 150
HOUSTON, TX 77005

INVOICE DATE: SEPTEMBER 06, 2016
MATTER NO. 139016-00601 02752
INVOICE NO. 1604830

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

FOR LEGAL SERVICES RENDERED THROUGH 08/31/16 \$ 220.00
CURRENT INVOICE TOTAL \$ 220.00

PO W/ICK #5711

Bracewell LLP

ATTORNEYS AT LAW

Page 2

Montrose Management District

September 9, 2016
Invoice: 21659165

Please Remit Total Balance Due

\$ 1,080.00

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

September 9, 2016
051914
INVOICE NO: 21659165
04674

Billing Summary

Balance Forward	\$ 1,944.00
Payments/Credits Since Previous Invoice	\$(1,944.00)
Matter Balance Brought Forward	\$ 0.00
Total Current Billing for this Matter	\$ 1,080.00
Please Remit Total Balance Due	\$ 1,080.00

Please Return this Remittance Page with Your Payment

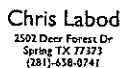
WIRE TRANSFER INFORMATION

Wire to: Bank of America, 901 Main Street, Dallas, Texas
Name on Account: Bracewell LLP
Bank Account No: 001300004197
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.

ACH / WIRE

MAIL

BANK NAME:	RBS Citizens Bank	Blank Rome LLP
ADDRESS:	Philadelphia, PA	Attn: Finance Department
ACCOUNT TITLE:	Blank Rome LLP	One Logan Square
ACCOUNT NUMBER:	6238649376	130 North 18th Street
ABA NUMBER:	036076150 (Domestic)	Philadelphia, PA 19103-6998
SWIFT CODE:	CTZUUS33 (International)	



Montrose Management District
5020 Montrose, Suite 311
Houston TX 77006

Invoice

Oct 02, 2016
Invoice # 2016-10-467
Vishnu Maintenance

Item	hrs / qty	rate / price	taxes	subtotal
HPD Website Maintenance	00:00	\$350.00		\$350.00

Monthly retainer for Montrose
Management District website maintenance

Subtotal:	\$350.00
-----------	----------

Total due by Oct 16, 2016 \$150.00

FDU/CK#5713



hello! you have an invoice from:

Cracked Fox

2815 Bermuda Dunes Dr. Missouri City, TX 77459

Roan@CrackedFox.com | 832.354.4012 | www.CrackedFox.com

Date	Invoice No.	Terms
09/30/16	667	Net 30
Payments/Credits	Balance Due	
\$0.00	\$2,055.00	

Bill To:

Montrose Management District
PO Box 22167
Houston, TX 77227

Items	Description	Quantity	Rate	Amount
marketing	marketing, graphic design and photography, research, meetings and other... for the month of September		0.00	0.00
Design	Print and web based design for Strategic Communication Plan	18.2	75.00	1,365.00
Design	Print and web based design for recycle event poster	3	75.00	225.00
Design	HEB certificate	2	75.00	150.00
Design	Print and web based design for economic development	6.3	75.00	472.50
Design	two flyer	1	75.00	75.00
1	Branding, Marketing and Research including logo quality assurance in usage and recreation of logos used in distinct print collateral	0.1	75.00	7.50
2	Editing, proof reading, and checking for website, information/hyperlink integrity	2.5	75.00	187.50
3	Meetings, Correspondence, Phone Calls, and Invoicing.	2	75.00	150.00
4	Photography: editing,color correction,alubruting,cropping etc.) for use in web and print collateral. Captioning and Keywording of galleries for distinct usage and external search engines. Archiving distinct images to external harddrives, websites, and DVDs for backup	1	75.00	75.00
	Providing licensing, stock photography, and partner requests and print requests.			
5	Social media: Facebook/twitter/pinterest/instagram updates, photogalleries, posting, tagging, creation of cover photos. Backup monitoring of Feedback, with responses and information with visitors requests/questions.	1	75.00	75.00

Total

Thank you for your business

pd w/ck #5715



hello! you have an invoice from:

Cracked Fox

2815 Bermuda Dunes Dr. Missouri City, TX 77459

Hoan@CrackedFox.com | 832.364.4012 | www.CrackedFox.com

Date	Invoice No.	Terms
09/30/16	667	Net 30
Payments/Credits		Balance Due
\$0.00		\$2,955.00

Bill To:

Montrose Management District
PO Box 22167
Houston, TX 77227

Item	Description	Quantity	Rate	Amount
6	Print and Web resolution creation of files in proper format for distribution to printers, web developers, partners and staff.	2.3	75.00	172.50

Total

\$2.955 60

Thank you for your business

pdw/crk # 5715



ev1pro.com
e-Vision 1 Productions, LLC
2522 Palo Pinto Dr.
Houston, TX 77080
Phone 713-703-4811

INVOICE

Date: sep/1/2016
Invoice # 44

To:
Gretchen Larson
Director of Economic Development
Montrose Management District
PO Box 22167
Houston 77227-2167
(713) 593.1215

For: District
Photos-Footage

DESCRIPTION	QTY	RATE	AMOUNT
MMD-Photo and footage - District- MMD Brochure	1.00	1700.00	\$ 1,700.00
Tax exemption			
SUBTOTAL			\$ 1,700.00
NO SALES TAX @ 8.25%			-
OTHER			
TOTAL			\$ 1,700.00

pd w/ck #5717

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

THANK YOU FOR YOUR BUSINESS!



Environmental Design, Inc.
2344 Coors Road - Tomball, TX 77578 - (281) 379-4290 - Fax (281) 379-4551

Quotation - Proposal
Pricing Valid for 30 days
Proposal Order: 3402816

OWNER INFORMATION Large House - Montrose District Owner Contact: 800 and 500 Levels Address: Houston, TX City/State: Houston, TX Phone: 713-593-1215 Email: g Larson@montro.com		SELLING INFORMATION Legal Name: Environmental Design, Inc. Selling Contact: David Spence Address: 2303 Dickinson Avenue City/State: Houston, TX 77058 Phone: 281-379-4290 Email: dspence@ed-inc.com	
ITEM INFORMATION Item # 1 Description: MMD-Photo and footage - District- MMD Brochure Quantity: 1.00 Unit Price: \$1,700.00 Total Price: \$1,700.00	Item # 2 Description: Tax exemption Quantity: 1.00 Unit Price: \$0.00 Total Price: \$0.00	ADDITIONAL COMMENTS I warrant that I am authorized to approve this work. Environmental Design, Inc. is authorized to perform this work as specified herein. I understand and agree to all terms and conditions included in this 3 page document. All inclusions and exclusions have been noted and accepted. This proposal shall be incorporated into and shall become a part of any further or additional agreement entered for the job described. I understand that acceptance of this agreement constitutes a binding contract. This proposal may be withdrawn if not accepted within 30 days.	
APPROVALS AUTHORIZED NAME PRINTED: _____ AUTHORIZED SIGNATURE: _____ DATE: _____		TAX RATE: 8.25% SUBTOTAL: \$1,700.00 SALES TAX: \$140.00 TOTAL: \$1,840.00 PURCHASE ORDER NUMBER: _____	

pd w/ck #5718

Equi-Tax Inc.

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

Invoice

DATE	INVOICE #
10/1/2016	50149

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
Total \$1,795.63	

pd w/ck #5719

Montrose Management District
 6300 Montrose Blvd, Suite 311
 Houston, Texas 77006
 Attention: Mr. Josh Hawes

Contractor:
 Landscape Art, Inc.
 2303 Dickinson Avenue
 League City, Texas 77572

Contract Information:	PAY ESTIMATE NO. 3 - September 27, 2016
Contract Date:	February 8, 2016
Notice to Proceed Date:	May 27, 2016
Contract Calendar Days	120
Calendar Days Charged	120
Approved Extensions	0
Remaining Calendar Days	0

CONTRACTOR'S APPLICATION FOR PAYMENT

1. Original Contract Amount	\$ 603,844.00
2. Net change by Change Orders	\$ -94,863.15
3. CONTRACT SUM TO DATE	\$ 508,980.85
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 136,459.16
5. RETAINAGE:	
a. % of Completed Work (Column D - E on G703)	\$ 13,645.92
b. % of Stored Material (Column F on G703)	\$ 0.00
Total Retainage (Line 5a+5b or total in Column I on G703)	\$ 13,645.92
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 6 Total)	\$ 122,813.24
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$ 69,756.97
8. CURRENT PAYMENT DUE (Line 6 Less Line 7)	\$ 53,056.27
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 Less Line 8)	\$ 385,280.61

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 0.00	\$ 94,863.15
Total approved this Month	\$ 0.00	\$ 0.00
TOTALS	\$ 0.00	\$ 94,863.15
NET CHANGES by Change Order	\$ -94,863.15	

Recommended for Payment:

Kudela & Weinheimer
 7155 Old Katy Road, Suite 270
 Houston, Texas 77024

By: Travis Triche

Date: 9/27/2016

cc: KATP/te

pd w/ck #5721

pdw/cz #5721

pat w/ok #5721

7d u/c #5721

pdw/ck# 5721

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

October 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 September, 2016.	\$1,250.00
Total amount due	\$1,250.00

pdw/ck#5722

Thank you,

Ray C. Lawrence

4. **Authority.** Contractor represents that the person executing this Affidavit on behalf of Contractor is duly authorized to sign this Affidavit and to legally bind Contractor hereto.
5. **Binding Effect.** All of the provisions of this document shall bind Contractor, Contractor's heirs, legal representatives, successors and assigns and shall inure to the benefit of Owner and Owner's heirs, legal representatives, successors, assigns and sureties.
6. **Performance Standard.** All labor performed by Contractor on the Project was done in a good and workmanlike manner and in accordance with the plans and specifications for the Project.
7. **Materials Standard.** All materials supplied by Contractor to the Project were in accordance with the plans and specifications for the Project.

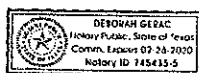
CONTRACTOR:
Landscape Art, Inc.

By: [Signature]

Name: J.H. Williams

Title: Vice President

SUBSCRIBED AND SWORN TO BY J.H. Williams
Vice President of Landscape Art, Inc. before me, the undersigned authority on
this 16th day of September, 2016, to certify which witness my hand and seal of office.



[Signature]
Notary Public in and for the
State of Texas

pdw/ck#5721



INVOICE

Date: 9/13/2016 Invoice #: 16-9022

Bill To:

Montrose District
Email Invoice
PO Box 22167
Houston, TX 77066

P.O. Number Customer Contact Rep Account # Terms
Gretchen Larson Net 10 Days

Item Code	Quantity	Description	Amount
Posters/Da...	1 each	Recycle Day 2016 Poster	50.00
CS000	750 each	Recycle Day 2016 Postcards	173.00
Signs	10 each	Step-Stakes for Signs	20.00

pdw/ck#5723

Thank you for choosing Magoos! - EIN # 20-0544930

Total \$243.00

Magoos PrintShop, Inc. • Certified WBE / HUB
16837 West Hardy, Suite E • Houston, Texas 77060
magoosprintshop.com • 281.875.6000 • Fax 281.875.6048

McCALL GIBSON SWEDLUND BARFOOT PLLC
Certified Public Accountants

13100 Westham Creek Drive
Suite 205
Houston, Texas 77060-5610
(713) 462-0941
Fax (713) 462-2708
E-Mail: mgp@mcgswbllc.com

111 Congress Avenue
Suite 400
Austin, Texas 78701
(512) 616-2009
www.mcgswbllc.com

September 29, 2016

Montrose Management District
Municipal Accounts & Consulting, LP
1300 Post Oak Boulevard, Suite 1600
Houston, TX 77056

Client Number - 400-06

Audit of Montrose Management District as of December 31, 2015,
and for the year then ended including discussion of the Audit and
Supplemental Information with the Board of Directors and testing
the District's compliance with the Public Funds Investment Act.

Annual Audit Fee	\$ 9,000.00
Postage, delivery and report production	250.00
Less Interim Billing	6,000.00
Balance Due	\$ 3,250.00

We appreciate your business!

Chris Swedlund

pdw/ck#5724

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

MICHAEL HARDY

949 Redan Street
Houston, TX 77009
281-235-3251
konhardy@gmail.com

INVOICE

Invoice #	DATE
14	9/12/2016
CUSTOMER ID	TERMS
N/A	N/A

BILL TO:

Montrose Management District
PO Box 22167
Houston, TX 77227

PAY TO:

Michael Hardy
949 Redan St.
Houston, TX 77009

DESCRIPTION	Date	AMOUNT
My Montrose, Randy Mitchmore	9/28/2016	500.00
An Interview with Officer Aaron Day	9/29	500.00
Homeless Gay Kids Houston story	9/29 (Wed)	500.00
Thank you for your business!		TOTAL \$1,500.00

pd w/ ck #5725

Montrose Car Care Center

3807 Montrose Blvd

Houston, TX 77006

713 524-2109 Fax 713-524-0902

COMPLETE AUTOMOTIVE SERVICE - FOREIGN & DOMESTIC

Repair Order # 0044244

Date: 9/12/2016

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) 614-7663 Ext: VICT		Vehicle: 2014 JEEP GRAND CHEROKEE License: 1179112 Prod: 11/2013 VIN: 1C4RJEGAG5EC348220 Fleet #: #5 Engine: 3.6L Mileage: 30648 Trans: AUTO Key#:																									
<table border="1"> <thead> <tr> <th>Quan</th> <th>Part Number</th> <th>Description</th> <th>Price</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td>Mileage In: 30648</td> <td></td> </tr> <tr> <td></td> <td></td> <td>Mileage Out: 30648</td> <td></td> </tr> </tbody> </table>		Quan	Part Number	Description	Price			Mileage In: 30648				Mileage Out: 30648		<table border="1"> <thead> <tr> <th>Op Tech</th> <th>Description</th> <th>Time</th> <th>Charge</th> </tr> </thead> <tbody> <tr> <td>IN 001.11</td> <td>STATE INSPECTION</td> <td></td> <td>25.50</td> </tr> </tbody> </table>		Op Tech	Description	Time	Charge	IN 001.11	STATE INSPECTION		25.50				
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OK	Bad	Recommendation	OK	Bad	Recommendation																						
OK	Bad	Recommendation	OK	Bad	Recommendation																						

pd w/ ck #5724

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 76.001, 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:	\$25.50
Parts:	\$0.00
Sublet:	\$0.00
Other Fees:	\$0.00
Supplies:	\$0.00
Subtotal:	\$25.50
Sales Tax:	\$0.00
Paid By:	Total: \$25.50
Pay Ref:	Paid: \$0.00
	Due: \$25.50

Montrose Car Care Center

3807 Montrose Blvd

Houston, TX 77006

713 524-2109 Fax 713-524-0902

COMPLETE AUTOMOTIVE SERVICE - FOREIGN & DOMESTIC

Repair Order # 0044256

Date: 9/13/2016

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) 614-7663 Ext: VICT		Vehicle: 2014 JEEP GRAND CHEROKEE LAREDO License: 1179113 Prod: 11/2013 VIN: 1C4RJEGAG5EC322596 Fleet #: #4 Engine: V6-3.6 Mileage: 30972 Trans: AUTO Key#:																									
<table border="1"> <thead> <tr> <th>Quan</th> <th>Part Number</th> <th>Description</th> <th>Price</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td>Mileage In: 30972</td> <td></td> </tr> <tr> <td></td> <td></td> <td>Mileage Out: 30972</td> <td></td> </tr> </tbody> </table>		Quan	Part Number	Description	Price			Mileage In: 30972				Mileage Out: 30972		<table border="1"> <thead> <tr> <th>Op Tech</th> <th>Description</th> <th>Time</th> <th>Charge</th> </tr> </thead> <tbody> <tr> <td>IN 001.11</td> <td>STATE INSPECTION</td> <td></td> <td>25.50</td> </tr> </tbody> </table>		Op Tech	Description	Time	Charge	IN 001.11	STATE INSPECTION		25.50				
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OK	Bad	Recommendation	OK	Bad	Recommendation																						
OK	Bad	Recommendation	OK	Bad	Recommendation																						

pd w/ ck #5726

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 76.001, 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:	\$25.50
Parts:	\$0.00
Sublet:	\$0.00
Other Fees:	\$0.00
Supplies:	\$0.00
Subtotal:	\$25.50
Sales Tax:	\$0.00
Paid By:	Total: \$25.50
Pay Ref:	Paid: \$0.00
	Due: \$25.50

Muze Web Development Partners LLC
3505 E Plum St
Peebles TX 77581
United States
Phone: 281 772-8320

Montrose Management District
Gretchen Larson

Invoice #:	0001573
Date:	September 8, 2016
Balance Due (USD):	\$562.50

To View Your Invoice Online: 1. Go to: <https://muze-development-freshbooks.com/code>
2. Enter this code: EdRJwW9g5kpcGI

Item	Description	Unit Cost (\$)	Quantity	Price (\$)
Service	http://montrosecare.com/calendar/ - Troubleshooting event calendar data malfunction. The data type formatting changed in either the plugin update or feed update.	125.00	4.5	\$562.50
Subtotal:				\$562.50
Total:				\$562.50
Amount Paid:				0.00
Balance Due (USD):				\$562.50

pd w/ ck #5727

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

INVOICE	IVC00032281
Type	
Date	9/13/2016
Page	1

Bill to:

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

Description	Est. Price
Professional Services rendered in the collection of delinquent taxes, penalties and interest August 2016	\$2,261.66
pd w/ ck #5728	
Total	\$2,261.66

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

INVOICE	IVC00032277
Type	
Date	9/13/2016
Page	1

Bill to:

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

Description	Est. Price
Professional Services rendered in the collection of delinquent taxes, penalties and interest August 2016	\$4,440.19
pd w/ ck #5728	
Total	\$4,440.19

SMC Logistics, LLC
13107 James Ln.
Stafford, TX 77477 US
sonia@smclogisticsworks.com
smclogisticsworks.com



INVOICE

BILL TO
Montrose District
5020 Montrose, suite 311
Houston, TX 77005

INVOICE # 1089
DATE 05/09/2016
DUE DATE 07/09/2016
TERMS Net 30

ACTIVITY	QTY	RATE	AMOUNT
Street Light Survey	10	35.00	350.00
Survey of burned out street lights			
May 2016 Montrose District		0.00	0.00

We appreciate your prompt payment.

BALANCE DUE \$350.00

pd w/ ck #5729

SMC Logistics, LLC
13107 James Ln.
Stafford, TX 77477 US
sonia@smclogisticsworks.com
smclogisticsworks.com



INVOICE

BILL TO
Montrose District
5020 Montrose, suite 311
Houston, TX 77005

INVOICE # 1160
DATE 08/23/2016
DUE DATE 09/22/2016
TERMS Net 30

ACTIVITY	QTY	RATE	AMOUNT
Street Light Survey	10	35.00	350.00
Survey of burned out street lights			
July 2016 Montrose District		0.00	0.00

We appreciate your prompt payment.

BALANCE DUE \$350.00

pd w/ ck #5729

Tawny Tidwell
4333 Hardy St.
Houston TX 77023

Montrose Management District
Caryn Adams
5020 Montrose Blvd. #300
Houston TX 77006

Invoice # 0000075
Invoice Date October 3, 2016
Balance Due (USD) \$3,500.00

Task	Time Entry Notes	Rate	Hours	Line Total
General	Social Media Posting, Monitoring, Scheduling, emails, instant messages, texts with the team, reading neighborhood news, programming, testing and finding content for e-news, compiling and sending out weekly board summary	25.00	122	3,050.00
Website Updates	Switching out slider items, filtering comments, adding events	25.00	6	150.00
Writing	Editing Michael's work, writing reposts, adding photos, adding tags, etc.	25.00	12	300.00
Total				3,500.00
Amount Paid				0.00
Balance Due (USD)				\$3,500.00

Terms
Please send payment within 21 days of receiving this invoice. A 1.5% interest charge will be added monthly to late invoices.

This invoice was sent using **freshbooks**

pdw/ck #5730

https://tawnytidwell.freshbooks.com/showInvoice?invoiceid=1153999&_alt_domain_cook... 10/3/2016

Tawny Tidwell Productions
and Events, LLC
1302 W. Loop West # 884
Houston, Texas 77018
713.320.8747
C.tawnytidwell@tawnytidwell.com

Invoice # 102016
Date 10/15/2016

Bill To
Grischen Lankin
Montrose Management District
5020 Montrose Blvd Suite 311
Houston, Texas, 77006

Bill To
Grischen Lankin
Montrose Management District
5020 Montrose Blvd Suite 311
Houston, Texas, 77006

Item Name	Quantity	Unit Price	Amount	Notes
Net 10 Days				
Delivered up Breakfast Term	0.00	\$41.00	\$246.00	
Tables/chairs attendance	0.00	\$0.00	\$0.00	

Amount Paid	\$0.00	Balance Due	\$0.00
Amount Due	\$346.00	Amount Due	\$0.00
		Sub Total	\$246.00

Total \$246.00

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

penis @ Beeda
pdw/ck #5731



Invoice

Date	Invoice #
9/26/2016	22180

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

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

P.O. Number	Terms	Rep	Ship	Project
			9/26/2016	
Quantity	Item Code	Description	Price Each	Amount
1	Print	350 - MMID RECYCLE DAY POSTCARDS: 4.5 X 6.25, COLORS 40 ON 100# GLOSS COVER.	39.00	39.00
1	Bindery	CUT AND BOX, Out-of-state sale, exempt from sales tax	0.00	0.00
			0.00%	0.00
Total				\$39.00

pdw/ck #5732



UNIVERSITY
of ST. THOMAS
HOUSTON

INVOICE

October 5, 2016

Montrose Management District

Due Date: October 10, 2016

ATTENTION: Josh Hawes

MEETING NAME	DATE	START	END	ROOM
Montrose Management District Meeting	10/10/16	11:00 am	1:30 pm	Carol Tatkon Boardroom

Room Rental Fee	\$75.00
Parking Tokens (25)	\$125.00

Total Due \$200.00

Please remit to:

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

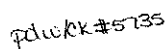
pdw/ck #5733

WALTER P MOORE

QDC/OK#5734

FD-1010K #5731

Page 1

[illegible]

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

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 #: 43015473

Date: 10/6/2016

DATE	DESCRIPTION	AMOUNT
	Professional consulting, administration, marketing & public relations, September 2016	\$27,634.69
	GIS/mapping, P. Horton, September 2016	\$68.41
	In-house postage, photocopies, binding, etc., September 2016	\$504.12
	Agenda posting, Harris County Clerk, 9/7/2016	\$9.00
	Agenda posting, Harris County Clerk, 10/5/2016	\$9.00
	Cell phone, J. Hawes, 50% of shared costs, 9/20-10/19/2016	\$68.23
	Cell phone, G. Larson, 50% of shared costs, 9/20-10/19/2016	\$113.99
	Cell phone, wi-fi, office, 09/20-10/19/2016	\$50.23
	Reimbursable mileage, parking, tolls, related expenses, as follows:	
	D. Hawes, June-September 2016	\$90.72
	G. Larson, August 2016	\$178.20
	K. Gonzales, August 2016	\$29.70
	K. Gonzales, September 2016	\$65.34
	L. Clayton, September 2016	\$14.04
	R. Hill, September 2016	\$6.48
	pd w/ok # 5720	

Terms: C.O.D.

Sales Tax: \$0.00

Total Amount: \$28,842.15

Amount Applied: \$0.00

Balance Due: \$28,842.15

Owed As Of: 10/6/2016

30 DAYS	60 DAYS	90 DAYS	Total/Revised
---------	---------	---------	---------------

\$28,842.15

*Copies for
Walgreens
Receipt*

*HeB Thank You
Walgreens*

903157 3317 MONTROSE BLVD
HOUSTON, TX 77006
713-520-7777

Store # 1303-F Westheimer
Houston, TX 77024
713-520-1201

Quantity	Line	Price	Discount	Amount
109		0.45	0.00	49.00
COLEMAN OTHER BLD				
1		5.00	0.00	5.00
COMPUTER FULL SERVICE OUTP BASIC				

SUB-TOTAL	54.00
TAX	4.46
TOTAL	58.46
Visa	50.46

CHANGE 2.00

XXXXXXXXXXXX1516 EXTRA 05/20/16

Invoice Number : 082428

Date : 09/07/16 Register #: 1
Time : 12:00 AM Employee #: 101

Thank you.

599 6733 0071 09/11/2016 9:17 AM

H/E BLACK GALLERY FRAME BX1G
04902263932 A 7.99 SALE
REGULAR PRICE 9.99
REWARDS SAVINGS 2.00
RETURN VALUE 7.99
INTERNET PHOTO 472425 A 3.99
RETURN VALUE 3.99

SUBTOTAL 11.98
SALES TAX A=8.25% 0.99

TOTAL 12.97
VISA ACCT 1618 12.97
CHANGE 0.00

AID A00000000980840
US DEBIT
Integrated chip card

BALANCE REWARDS SAVINGS 2.00

THANK YOU FOR SHOPPING AT WALGREENS

GET MORE WITH BALANCE REWARDS.
REDEEM POINTS FOR SOMETHING EXTRA
IN A FUTURE PURCHASE. RESTRICTIONS
APPLY. FOR TERMS AND CONDITIONS,
VISIT WALGREENS.COM/BALANCE.

RFN# 0315-7716-7330-1609-1103



Randalls

STORE #08 TERRELL MONTRO 713-284-1200
THANK YOU FOR SHOPPING WITH US!

502205

GROCERY

SIG REEFESHE UTR 2.99 S
Regular Price 3.29
Card Savings 0.30

GROC NONEDIBLE

SENSITIVE SKIN FLU 3.99 T
Regular Price 6.99
Card Savings 2.00
CLOROX WAT BLECH 2.35 T
Regular Price 2.49
Card Savings 0.10

FLORAL

DEBT LILLY ROSE 6.39 E
TAX 1.10
BALANCE 17.46
Cash 20.00

CHANGE 2.64
TOTAL NUMBER OF ITEMS SOLD = 4
09/27/16 11:25 3048 3 78 1368

HOW WAS YOUR SHOPPING EXPERIENCE?
Go to www.RandallsSurvey.net
ENTER TO WIN A \$100 GIFT CARD

GAS POINTS EARNED TODAY

Bago Points 16
TOTAL 16
Points Towards Next Reward 83 of 100

polio/ck #5716

Dennis C. Beedon
39 Justice Park Drive
#801
Houston, Texas 77092
713.320.9747
E:dennisc.beedon@yahoo.com

Number 1007
Date 10/1/2018

Bill To
Gretchen Larson
Montrose Management District
5020 Montrose Blvd.
Suite 311
Houston, Tx, 77006
Harris

Ship To
Gretchen Larson
Montrose Management District
5020 Montrose Blvd.
Suite 311
Houston, Tx, 77006
Harris

Description	Amount
Business Ambassador Contract Services	\$2,800.00

Amount Paid	\$0.00
Amount Due	\$2,800.00

Discount	\$0.00
Shipping Cost	\$0.00
Sub Total	\$2,800.00

Total	\$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

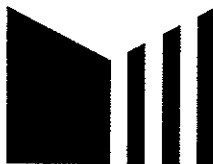
Dennis C. Beedon
pdw/ck #5746

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 from the Public Safety Committee.



MONTROSE MANAGEMENT DISTRICT

Memorandum

TO: Montrose District Board of Directors
FROM: Deputy Executive Director
DATE: Monday, October 3, 2016
SUBJECT: Public Safety & Security Committee Meeting Minutes

The Public Safety and Security Committee met on Monday, October 3, 2016 at 12:00 p.m. at the Montrose District Office, 5020 Montrose Blvd., Suite 311, Houston TX 77006.

Montrose District Board present: Claude Wynn

Contractors and guests present: Officer Victor Beserra, Houston Police Department, Julie Countiss, Harris County Attorney's Office, James Tate, St. Thomas University, and Bill Strother.

Staff present: Josh Hawes.

THE COMMITTEE WAS CALLED TO ORDER AT 12:00 P.M. AND CONSIDERED THE FOLLOWING:

Discuss Proactive Patrol activity report for the month of September, 2016.

For the month of September 2016, patrols netted 42 arrests, with 0 felonies and 38 misdemeanors. There were 171 calls for service, 216 self-initiated actions, 1,641 BMV report cards issued, and 1607 Crime Prevention brochures distributed. See attached report for additional details.

Update from Harris County Attorney's Office.

2 locations are under review, one is an illegal spa and the other is a convenience store.

Discuss ongoing or new public safety issues in the District.

The committee discussed participation in a public safety symposium in November to discuss the issues concerning the homeless and panhandling.

Shift Period: Sep-16

Total Hours Worked: 613:00

Total Miles Driven 2,138

Crime Arrest Activity

Felony Arrests:	0
Misdemeanor Arrests:	38
Charges Filed:	4
Suspects in Jail:	42

Patrol Activity

Calls for Service:	171
Self-Initiated:	216
Incident Reports:	5
Accident Reports	0
Locations Checked:	1458

Field Activity

Parking Tickets:	0
Citations:	0
BMV Report Cards:	1641
Crime Prevention:	1607
311 Calls	4

Warrants

Felony Warrants:	0
Misdemeanor Warrants:	0
City Warrants:	22
SETCIC Warrants:	4

Arrest Summary
Shift Period Sep-16

Charge	# of Arrests
City Warrants	4
Consumption of Alcohol on an Unlicensed Premise.	5
Consumption of Alcohol at a Metro Bus Stop	1
Criminal Trespass	4
Obstructing a Roadway	1
Public Intoxication	26
Setcic Warrant	1
Total Arrests	42

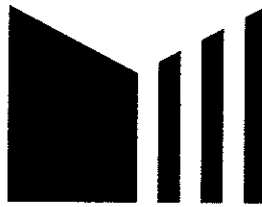
MONTROSE MANAGEMENT DISTRICT
CITY OF HOUSTON
HARRIS COUNTY, TEXAS

AGENDA MEMORANDUM

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

6. Receive an update and recommendations from the Mobility and Visual Improvements Committee.

- Approve small cell tower design standards



MEMORANDUM

TO: Montrose Management District Board of Directors
FROM: Josh Hawes
DATE: Monday, October 3, 2016
SUBJECT: Mobility and Visual Improvements Committee Meeting

The Montrose Management District Mobility and Visual Improvements Committee held a meeting on Monday, October 3, 2016 at 11:00 AM at 5020 Montrose, Suite 311, Houston TX 77006.

Montrose Management District Claude Wynn, Ellyn Wulfe, and Robert Jara attended the meeting. Also in attendance were consultants Lee Ann Dixon, Bryan Brown (Walter P. Moore), Travis Triola (Kudela & Wienheimer), and Lance Gandy (Gandy² Lighting Design). Staff in attendance was Josh Hawes. Also in attendance was Mary Ross Taylor, Amanda Heineman, and Jong Kim.

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. The plan has been presented to the Planning Department and has been reviewed. Staff will be meeting with the Planning Department the week of 10/10 to discuss changes to the application.

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. Pavers are being installed and will be completed the week of 10/10 and plant installation will begin the week of 10/17. Project is expected to be completed by the end of October. ID marker locations have been staked and the signs have been constructed and installation of the signs will begin in October. ID Marker control technology will be installed in the District office the week of 10/10.

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. Painting of the bridges has begun and is ahead of schedule and install of conduits has begun. All lighting material has been delivered and installation will proceed once painting has been completed.

Design Standards for Small Cell Network Equipment

Montrose Management District

Purpose

The Montrose Management District (also described as the Montrose District or MMD) plays a critical role in the visual enhancement of the area, including installation and maintenance of “betterments” within the public rights-of-way such as median improvements, pavers, landscaping, sidewalks, crosswalks, street signs, wayfinding and identity markers, gateway enhancements, enhanced bus shelters, street lights, bridge lighting, traffic management devices, benches, kiosks, bike racks, public art, and similar treatments all to establish attractive rights-of-way with features that reinforce a common brand identity for the Montrose community. As part of that effort, the MMD has established designed standards for small cell network facilities that may be installed within the boundaries of the district. These standards are intended to:

1. Protect the brand identity of the Montrose District and the Montrose community;
2. Mitigate the negative impacts of visual clutter along area roadways and rights-of-way;
3. Complement requirements established by individual agreement with each wireless services provider or neutral host provider interested in installing, operating or maintaining a small cell network in the Houston area; and,
4. Recognize the economic value associated with increased quality of communication and data services within the Montrose community.

Limitations

1. In any instance in which the design standards for the Montrose District conflict with requirements established by agreement of the City of Houston with each wireless services provider or neutral host provider then the most restrictive shall prevail.
2. Design standards established by the Montrose District are applicable in all rights-of-way within the boundaries of the district.

Standards

1. Existing Poles. The City of Houston has established requirements that promote use of existing poles within public rights-of-way rather than add visual clutter through proliferation of new poles. For purposes of these standards, use of an existing pole may also include replacement of an existing pole assuming that the replacing pole is generally in the same location and results in the addition of no additional poles in the right-of-way.
 - a. Street lights installed as part of enhancement efforts after September 1, 2016 are considered to be an essential component of the brand identity of the Montrose District.
 - b. Small cell network equipment should not be installed on street lights installed as part of enhancement efforts within the Montrose District.
 - c. If an existing pole is replaced for purposes of small cell network use, then the replacement pole shall consist of the same materials or better than the pole that is to be replaced. For example, a pole comprised of composite materials would not be replaced with a wooden pole.
2. New Poles. The Montrose District prefers installation of small cell network equipment within brand identity amenities along rights-of-way if such installation can be completed in a manner that fully conceals small cell network equipment.

- a. Brand identity amenities consists of identity markers, bus shelters and other elements that occupy space within the public rights-of-way and that are unique in design to the Montrose District.
 - b. Brand identity amenities are acceptable and preferred as new “poles” within the Montrose community, assuming that small cell network facilities can be fully concealed within the brand identity equipment, with the understanding that a control box may be located in a separate and above-ground unit.
 - i. Brand identity amenities deemed unacceptable for location or incorporation of small cell network equipment include medians in the Montrose community and bridges overpassing SH 59.
 - c. Incorporation of small cell network equipment into MMD brand identity amenities may not be feasible if:
 - i. Technology or design makes installation impractical. In this case, burden shall be on the applicant to prove that industry technology or street furniture design make installation impractical.
 - ii. The MMD does not desire brand identity amenities within the general area of the proposed location for small cell network equipment.
 - iii. Timetable for installation of brand identity amenities or the share of cost of the amenities makes installation in this manner impractical.
 - d. In the event that installation within brand identity equipment is not feasible, then the licensee may propose placement of a new pole within the right-of-way.
 - e. New poles shall be generally designed in accordance with the “wayfinder” format and shall:
 - i. Be black in color, metal in material and cylindrical in shape;
 - ii. Be multifunctional in that they may have a purpose supportive to the MMD in addition to service as a pole for small cell networks such as use for pedestrian oriented street lighting, safety cameras, banners or similar amenities; and,
 - iii. support colocation with a minimum of one additional small cell network licensee or other service if it is possible to do so and keep all equipment fully concealed.
 - f. All new poles shall be similar in design, materials, color, shape, height, and other features as necessary to reinforce a uniform pattern and support MMD brand identity. Any deviations shall require a variance as approved by the Board of Directors.
3. Concealment of Equipment.
- a. Antenna equipment:
 - i. shall be fully concealed within an enclosed casement that shall, to the greatest extent possible, mimic the pole upon which it is placed in terms of materials (with the exception of wood), color and design;
 - ii. should not extend beyond the width and diameter of the pole upon which it is affixed; and,
 - iii. should be constructed in a manner that leaves no visible gap between pole and antenna.
 - b. Every effort should be taken to avoid placement of additional equipment on a pole other than the antenna, fiber and associated encasements. Additional equipment shall be placed at ground level unless otherwise approved by the Board of Directors. All equipment shall be concealed to the greatest extent possible.

- c. Control boxes that are located above ground shall be concealed either through landscaping or application of artwork. In the event that the licensee selects artwork as camouflage, then the art installation shall be completed following the same procedure utilized for electrical control boxes within the Montrose community. Cost of concealment and ongoing maintenance shall be fully borne by the applicant.
- 4. Future reconstruction and visual enhancement projects. In the event that a future reconstruction or beautification improvement project impacts small cell network equipment, including established poles, it shall be the responsibility of the licensee to replace equipment in accordance with the standards established by agreement between the licensee and the City of Houston, as well as the design standards of the Montrose District.
 - a. The Montrose District, in efforts to improve mobility, reduce visual clutter, beautify corridors and otherwise improve community character, reserves the right to cause power and communications lines and equipment within the public rights-of-way or within easements to be placed below ground.
 - b. In the event that new poles are required, the vendor shall follow the procedures and standards established by the Montrose District.
 - c. The Board of Directors of the Montrose District may establish alternative procedures, if appropriate, to expedite or otherwise simplify the process of replacement of small cell network equipment.
- 5. Brand Identity information shall be provided to the applicant by the Executive Director upon request.
- 6. No small cell network equipment shall be placed in a manner that impedes or interrupts safe and convenient travel by pedestrians, bicyclists, as well as transit service.
- 7. All areas impacted by the installation of small cell network equipment shall be returned to the precise condition that existed prior to construction unless otherwise approved by the Board of Directors. The applicant may propose an alternative to prior site conditions for consideration as part of an application.

Process

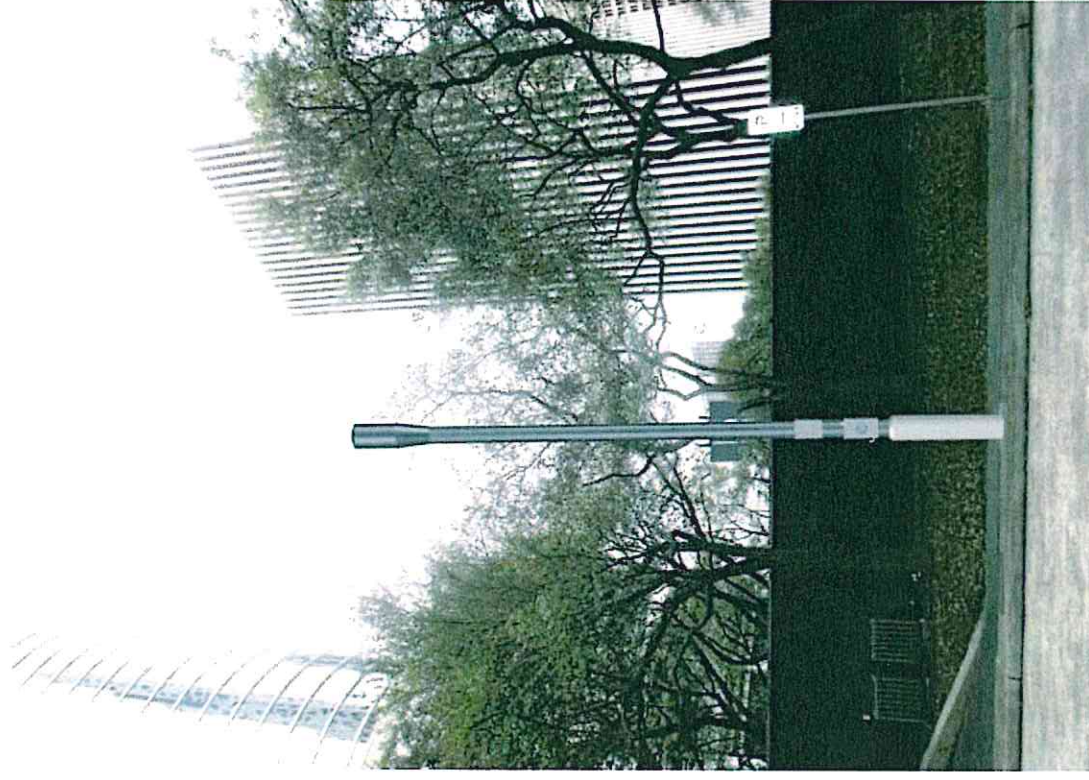
- 1. Licensees shall be required to submit the following information to the Executive Director of the Montrose District for review and consideration:
 - a. A fully completed copy of *Exhibit C, Application for Location Review*, (a copy of which is attached to this document) associated with the agreement between the licensee and the City of Houston.
 - b. Indication of the type of project as placement of equipment:
 - i. on an existing pole;
 - ii. on a replacement pole;
 - iii. within brand identity amenities of the MMD; or,
 - iv. on a new pole.
 - c. Maps including:
 - i. Aerial image indicating the exact location of the equipment
 - ii. Depiction of the location of equipment in relationship to right-of-way boundaries, adjacent owners, private property boundaries, other existing poles available for installation, other small cell network equipment, existing or proposed (if known) brand identity amenities
 - d. One or more photographs of the area for purposes of establishing context.

- e. Illustrations, images, and/or design/construction drawings including details sufficient to show how proposed equipment complies with requirements of the City of Houston and these design standards as established by the MMD.
 - f. Graphic detail of surrounding property that will be impacted by installation of small cell network equipment and the plan associated with returning the site to the precise condition that existed prior to construction, or better, including:
 - i. Location of trenching activity associated with the project;
 - ii. Details regarding the type of vegetation or hardscape to be used in returning the surrounding site to an acceptable condition; and,
 - iii. Notation that the surrounding site will be returned to a condition acceptable to the Executive Director of the MMD.
 - g. In the event that a new pole is required, then an explanation of the inability to locate on existing poles or within brand identity amenities
 - h. In the event that a variance is requested to deviate from these design standards as established by the MMD, a description of the variance and the reason that such a deviation is necessary.
2. Digital submission of all materials in a single, bookmarked PDF file is preferred, although the MMD reserves the right to request physical copies of materials if needed.
 3. The Executive Director or designated staff shall review the application for completeness. Upon determination that the application is complete, the Executive Director shall place the item on the agenda of the Mobility and Visual Improvement Committee of the MMD for discussion.
 4. The Mobility and Visual Improvement Committee of the MMD shall offer a recommendation to the Board of Directors. The Board of Directors shall provide approval authority for the application.
 5. The Executive Director shall provide a formal letter on District letterhead to the applicant, along with a map exhibiting the location of the facility, for submission to the City of Houston Director of Administration and Regulatory Affairs as well as City Engineer regarding the decision of the Board of Directors.

Variance from One or More Standards

If an applicant cannot meet one or more of the design standards established by the MMD, it shall be the burden of the applicant to prove to the MMD Board of Directors the hardship and that every effort was made to work within these standards.

“Wayfinder” Pole (as proposed in Downtown and Midtown)



Name of Project _____

Description _____

Owner: _____ / _____ Contact: _____ / _____
(Name)/(Telephone #) (Name)/(Telephone #)

Engineer: _____ / _____
(Firm Name) / (License #) (Engineer Name of Record) / (Telephone #)

(Email)

(Fax Number)

Is your Wireless Facility, Ground Equipment, and/or Licensee Pole:

- ☐ Exceeds dimensions for poles 4 ft x 2ft x 2ft (height x width x depth)
- ☐ Exceeds dimensions for ground equipment 3ft x 3.5ft x 2ft (including pedestal)
- ☐ Exceeds dimensions for pole 40 ft height (45 ft with additions) 3ft diameter
- ☐ Exceeds dimensions for battery back up (2ft x 2ft x 21 inches)
- ☐ Is not enclosed in cabinet or sheathed
- ☐ Not approved for TIRZ/Management District or Historic District
- ☐ No Generators
- ☐ No wooden poles unless consistent with surrounding area

WASTEWATER

RECEIVED	DATE	REVIEWER/COMMENTS
COMPLETED		

☐ Corrections Required ☐ Please Call ☐ Resubmit ☐ Approved

WATER

RECEIVED	DATE	REVIEWER/COMMENTS
COMPLETED		

☐ Corrections Required ☐ Please Call ☐ Resubmit ☐ Approved

STORMWATER

RECEIVED	DATE	REVIEWER/COMMENTS
COMPLETED		

☐ Corrections Required ☐ Please Call ☐ Resubmit ☐ Approved

STORMWATER QUALITY

RECEIVED	DATE	REVIEWER/COMMENTS
COMPLETED		

☐ Corrections Required ☐ Please Call ☐ Resubmit ☐ Approved

TRAFFIC AND PAVEMENT

RECEIVED	DATE	REVIEWER/COMMENTS
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Requested location (If you have more than 1 location, please submit information for each location accordingly.)

GIS Coordinates _____

Street Number (provide closest number) _____

Address _____

Zip Code _____

Is the requested location within 300' of a historic district?

Yes ☐ No ☐

Is the requested location within 300' of another pole?

Yes ☐ No ☐

Is the requested location within in an underground Utility District??

Yes ☐ No ☐

Number of Wireless Facilities _____

Pole Owner _____

Ground Equipment (If applicable)

GIS Coordinates _____

Street Number (provide closest number) _____

Address _____

Zip Code _____

Permission

License Agreement with the City for Use of the Right-of-Way

☐ Applicant certifies that s/he has permission from the City to use the Right-of-Way locations listed in Exhibit A of the Wireless Facilities License Agreement ("Agreement") for the purposes specified therein.

Permission to Use Utility's Property (If Applicable)

☐ If Applicant is installing, modifying, or removing Wireless Facilities from a utility pole, Applicant certifies that s/he has permission from the owner of the utility pole to install its Wireless Facilities on the utility pole located in the City's Right-of-Way. Written permission from the utility pole owner has been provided.

Permission to use Wireless Facilities and Licensee Poles (If Applicable)

☐ If Applicant is installing, modifying, or removing Wireless Facilities from a Licensee Pole that it does not own, Applicant certifies that s/he has permission from the owner of the Licensee Pole to install its Wireless Facilities on the License Pole located in the City's Right-of-Way. Written permission from the owner of the Licensee Pole has been provided.

Is proposed location in a Management District? Yes/No

If yes,

☐ Written documentation from Management District of review or meeting regarding the aesthetics of the Wireless Facilities or Licensee Pole or concealment options has been provided and Management District's aesthetics of the Wireless Facilities or concealment options.

Is proposed location in a City-defined TIRZ? Yes/No

If yes,

☐ Written documentation from TIRZ of review or meeting regarding the aesthetics of the Wireless Facilities or Licensee Pole or concealment options has been provided" and TIRZ's aesthetics of the Wireless Facilities or concealment options.

Installing Fiber

☐ Yes ☐ No

City use only

☐ **Incomplete Application.**

Following information missing:

☐ **Written Documentation from Management District or TIRZ**

☐ **Written Documentation of permission from CenterPoint or Pole Owner**

☐ **Fee**



7155 Old Katy Road
Suite 270
Houston, Texas 70024

P 713.869.6987
F 713.869.0908

PROJECT: Montrose Esplanades & Identity Markers

Field Report: 006

DATE: 10-03-2016

By: Travis Triola

COPIES: Montrose, K&W File

Weather: First cold front last week

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 - 0
2. Original Contract Amount: \$603,984.00
 - a. Change Order 001 – (\$94,863.15)
 - i. 2700 Montrose Removal, Mortar Set Pavers and Lowering of Sanitary Sewer manholes, Additional 28' of Esplanade at 3300 Yoakum, 800 Lovett Blvd.
Revised Plans, 900 Lovett Blvd. Revised Plans
 1. Total Contract to date – \$509,120.85
3. Pay Applications
 - a. Total Paid to Contractor - \$69,756.97
 - i. Pay Application #1 - \$23,826.38
 - ii. Pay Application #2 - \$45,930.59
 - iii. Pay Application #3 - \$53,083.27 (submitted this month)

B) Schedule

1. 3300 Yoakum, 1000 Lovett, 1100 Lovett, 900 Lovett, 800 Lovett
 - a. Water meters installed
 - b. Curb repair, subslabs, and irrigation underground complete
 - c. Pavers being installed weeks of 10/3 – 10/10
 - d. Planting starting week of 10/17



Machine moved trees tagged



Machine moved trees tagged



Pavers being installed



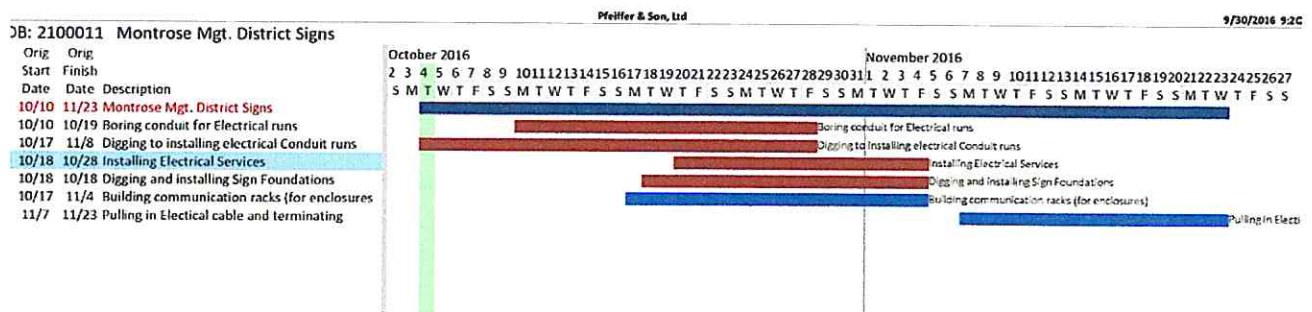
Subslab, curb repair, and irrigation underground complete

Identity Markers

A) Budget and Contract

1. NTP – April 25, 2016
 - a. Contract Calendar Days – 180
 - i. Calendar Days Charged – 35
 - ii. Substantial Completion to be 145 days from execution of CO 1&2
 - iii. Calendar days resumed September 12, 2016
 1. Calendar days remaining - 123
2. Original Contract Amount: \$542,236.00
 - a. Change Order 001 - \$16,541.00
 - i. Change in quantity, location, and service drop locations for signs
 - b. Change Order 002 - \$17,349.00
 - i. Fabrication of unistrut racks for remote mounting of NEMA boxes
 1. Total Contract to date – \$576,126.00
3. Pay Applications
 - a. Total Billed by Contractor - \$0.00

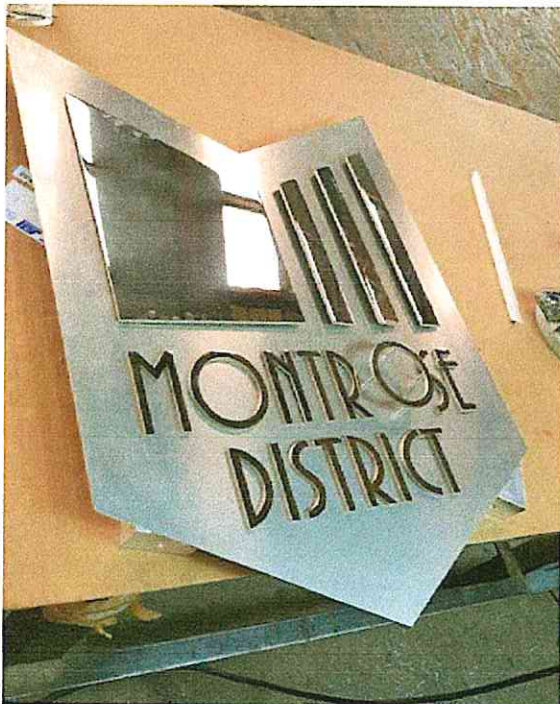
B) Schedule



1. Identity Markers
 - a. All materials in stock, to be fabricated as needed
 - b. Ready to install in-office equipment (where should this be housed?)

1. Locations for Identity Markers have been staked

- a. W. Dallas @ Shepherd SE
- b. W. Gray @ Shepherd NE
- c. Westheimer @ Shepherd SE
- d. W. Dallas @ Waugh SE
- e. W. Gray @ Waugh SE
- f. W. Dallas @ Montrose esplanade
- g. W. Gray @ Montrose esplanade
- h. Westheimer @ Montrose NW
- i. Westheimer @ Montrose SE
- j. Richmond @ Montrose SE
- k. Berthea @ Montrose NW
- l. W. Dallas @ Taft SW
- m. W. Gray @ Taft NW



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.



MEMORANDUM

TO: Montrose District Board of Directors
FROM: District Executive Director
DATE: October 10, 2016
SUBJECT: Marketing and Business Relations Committee Meeting Minutes

The Marketing and Business Development Committee met on Wednesday, September 28 at 10:30 a.m. at the Montrose District offices located at 5020 Montrose Blvd., Suite 311, Houston TX 77006.

Montrose District Board & Committee Members present were: Steve Madden, Robin Holzer and Robert Jara.

Staff and vendors present: Gretchen Larson, Kristen Gonzales, Michael Hardy and Tawny Tidwell.

THE COMMITTEE CONSIDERED THE FOLLOWING:

Receive and discuss draft Strategic Communications Plan.

Staff presented the draft plan to the committee stating that they would like review and feedback from the committee by October 7. Staff also stated that an RFP had been issued to Steel Branding and the current PR firm of CKP with a response deadline of October 7.

During the discussion, Committee Chair Madden stated that he would also like to see both Steel Branding and the current PR team of CKP present a proposal to review the strategic communications plan and make recommendations for implementation within budgetary limits. The committee concurred with the recommendation.

Discuss schedule for meeting times to review plan in detail during October.

Staff noted that they would develop a schedule shortly after the proposals were received and share with the committee for planning purposes the week of October 10.

There being no further business to discuss the meeting adjourned at 11:25 a.m.



SEPTEMBER 2016 MONTHLY PR AND MARKETING REPORT

TO: Committee Chair, Steve Madden
THROUGH: Executive Director, David Hawes
FROM: Communications Director, Gretchen Larson
DATE: October 10, 2016

PR, Marketing and Business Relations Committee

The Marketing and Business Relations committee met on September 28 to discuss the draft Strategic Communications Plan. Staff stated that an RFP had been issued to Steel Branding and the current PR firm of CKP with a response deadline of October 7.

Staff shared a variety of project updates with the HOA/Civic Association database including an esplanade enhancement and the bridge painting and relighting project updates as well as an invite for folks to attend the upcoming environmental and urban design meeting on October 3.

Ongoing activities included work on the monthly e-newsletter, weekly Friday Board updates of communications outreach, and working with the Business and Economic Development committee on pre-planning for the Fall Real Estate Forum. Len Cannon with KHOU 11 has agreed to be our emcee for the event.

Business Ambassador Program

The BA made **48** visits during September 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 sharing the postcards and flyers of our October 15 bi-annual recycling event. The event location has changed to Walgreens on Montrose Blvd.

Website

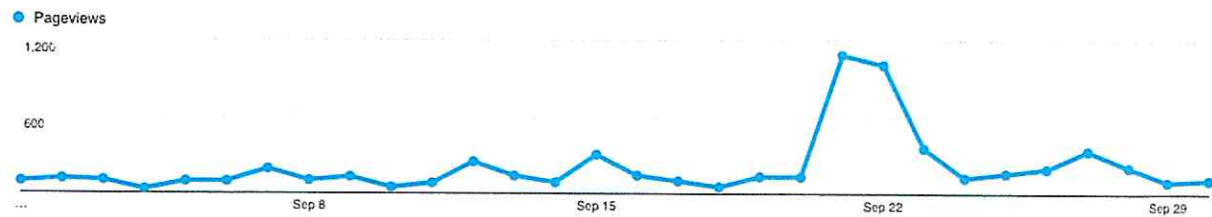
Pageviews for September 1-30, 2016

6,109

Pageviews
Last Month: 3,570

1:09

Avg. Session
Duration (min)



Top 5 Most Viewed Pages

Bridge lighting project road closures	1886
Home Page	595
Bi-annual Recycling	381
Esplanade Improvement project FAQ	314
FAQ mobility environmental and urban design and cultural and visual imprv.	170

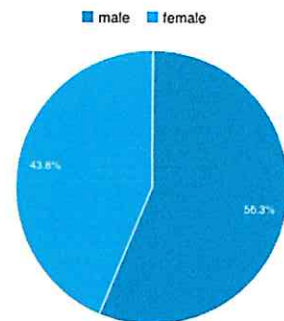
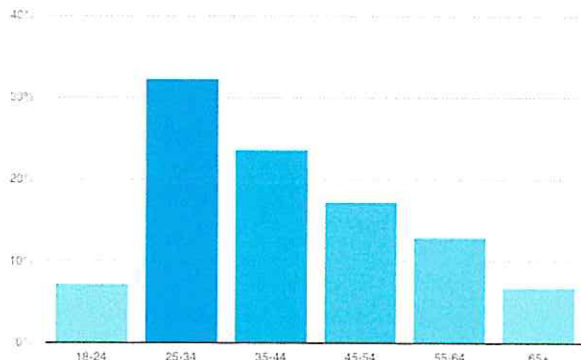
Visitor Information

Age

72.51% of total sessions

Gender

73.18% of total sessions



TWITTER:

Number of total tweets from September 01-September 30:	81
Increase in Followers for September 2016:	172
Total Followers:	8,057

Twitter Activity Overview



FACEBOOK:

Total number of 'likes': (Up from 19,164 in August 2016)	19,164
Total page views this month:	150,098
Total page views in August:	137,141

Top 5 Posts:

Bridge Lighting Road Closures	17,677
Recycling Event Flyer	10,687*
Pink Giraffe Opens Doors	5,591
Tacos Tierra Caliente Fundraising	5,200
Uber Adds Weekday Commute Fares	4,588

**we boosted this post. 2,734 organic reach, 7,953 paid.*

Facebook Activity Overview



Twitter

Top Tweet earned 5,760 impressions

Our bridge lighting project is underway! Bridges will be closed for construction as work progresses. Learn more:

bit.ly/2cRz81z

🔗 9 ❤️ 18

Our top tweet for September 2016 is to the left. The bridge lighting and road closures post did very well on all mediums. As you can see here, just one tweet about it earned 5,760 impressions.

Top media Tweet earned 662 impressions

Save the date for our Recycle Day next month! Check out what you can recycle at the link: bit.ly/2coJTJc

pic.twitter.com/ILngXVoW9g


Our Recycling Day flyer was also very popular on Twitter. We have tweeted it out multiple times, with one tweet earning 662 impressions.



🔗 1 ❤️ 2

The Montrose District
Published by Tawny Tidwell [?] · September 21 at 10:54am · 🌐

Work has begun on the District's Bridge Lighting Project! Below is the current project schedule, which includes bridge closures.



Montrose Management District – Bridge Lighting Project Road Closures

In order to get the bridges ready for lighting as part of the District's Bridge Lighting Project, the bridges over 59 are being painted. The painting crew will...

MONTROSEDISTRICT.ORG

17,677 People Reached

830 Reactions, Comments & Shares

557 Like	226 On Post	331 On Shares
46 Love	21 On Post	25 On Shares
3 Haha	0 On Post	3 On Shares
17 Wow	10 On Post	7 On Shares
1 Sad	0 On Post	1 On Shares
1 Angry	1 On Post	0 On Shares
92 Comments	24 On Post	68 On Shares
113 Shares	113 On Post	0 On Shares


Facebook


Our most popular share this month is above. **17,677 people saw the post organically** (i.e., we spent no ad dollars). It also received 1,266 link clicks, meaning people who clicked through to see the article.

As you can see it was also very popular among our followers, with 113 shares that netted us an additional 68 comments and 394 reactions. Thanks to our strategy of posting interesting content daily, content like this is given an opportunity to shine.

We were also able to reach out to commenters and turn reactions into a positive experience with the


District. You can see an example above right here, where we were able to explain more about the bridge lighting, and get several extra comment likes from interested people. ("Commented by Tawny Tidwell" only appears in Admin View; our followers cannot see that information.)


 **Chris Glazier** Let's hope they work and remain on this time.
Like · Reply · Message · 🌐 1 · September 21 at 11:31am

 **The Montrose District** Hi Chris,

We have taken steps during the planning process (for example, the use of LEDs, which are more durable than the original neon) to ensure that the bridge lighting will be much easier to maintain, and beautify the neighborhood for decades to come.

Like · Reply · 🌐 4 · Commented on by Tawny Tidwell [?] · September 21 at 11:42am · Edited

 **Chris Glazier** The Montrose District great and thanks. I like to think if we don't look good the city doesn't look good (kidding of course)
Unlike · Reply · Message · 🌐 1 · September 21 at 12:18pm

 **The Montrose District** We like to think Montrose is a pretty important part of Houston looking good too. 😊
Like · Reply · 🌐 4 · Commented on by Tawny Tidwell [?] · September 21 at 12:23pm · Edited

Statistics

Key Article	Facebook Reach	Twitter Reach	Clicks (Total)
Bridge Lighting Closures	17,677	46,000	1,388
Public Safety Win	4,000	16,000	474
Esplanade Construction	1,444	11,700	93
My Montrose: Randy Mitchmore	322	8,000	11
Recycling Day Flyer	10,687	17,800	321

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

Newsletter Open Rate for August: 31.6% (compare to industry average 23%)

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: September 28, 2016
SUBJECT: Business & Economic Development Committee Meeting

The Business & Economic Development Committee of the Montrose Management Committee held its September meeting on September 28, 2016 at Prosperity Bank, 5020 Montrose Blvd. Members attending were Steve Madden, Gene Creely, Larry Zomper and Robin Holzer. Staff present were: Ray Lawrence, Gretchen Larson and Kristen Gonzales. The meeting was called to order at 11:48 AM.

Approval of August Minutes

The minutes of the August 24 committee meeting were approved as written.

2016 Strategic Communications Plan

Gretchen Larson presented an overview of the plan which will be submitted to the board for its approval. The objectives of the plan are to:

- Increase awareness among all audiences
- Increase engagement on the part of property and business owners and residents
- Provide access to the broadest possible audiences
- Establish transparency for all
- Reinforce credibility

The draft plan will be distributed to all committee members for comments.

Fourth Annual Real Estate Forum Luncheon – November 16, 2016

Gretchen Larson announced that the Save the Date flyer (attached) had been placed on the District website and distributed by social media, and by email to the revised 2015 list of invitees. A second flyer listing the speaker and registration fee, and providing a link for online registration, will be sent out approximately one month before the event. Gretchen also announced that development of the 2016 District brochure is proceeding. The principal task near term is getting the pictures taken that are needed. Both the new brochure and the 2016-2031 Service, Improvement & Assessment Plan brochure will be distributed to Real Estate Forum attendees.

Ray Lawrence announced that tables had been sold to the following sponsors:

- Claude Wynn Interest
- PMRG
- Hanover Company
- Prosperity Bank
- Corinthian Real Estate/Rocky Lai Associates
- Walter P. Moore/Kudela & Weinheimer

All sponsors will be invoiced at the end of October. Committee members are encouraged to seek additional sponsors. The cost of an 8-top table is \$1,000.

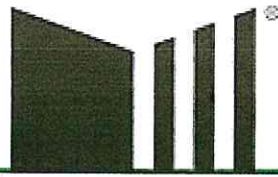
Following the committee meeting, David Hawes - who was unable to attend – advised Ray Lawrence that Andy Icken, Director of Economic Development for the City of Houston had confirmed that he will serve as the principal speaker at the Forum.

Announcements

Ray Lawrence referred to a September 23 article in the Houston Business Journal which announced that Braun Enterprises had closed on the 10,000 SF strip center at 1415 Richmond Avenue which formerly housed Pepino's Restaurant. Dan Braun is planning to renovate the center.

Adjournment

The meeting was adjourned at 12:55 PM.



THE MONTROSE DISTRICT

Save the Date!

4th Annual
Fall Real Estate Forum

Join us for presentations on...

The Future of Lower Westheimer, TIRZ 27, and Special Parking Area

NOVEMBER 16

11:30am - 1:00pm

Registration – 11:30 AM | Luncheon & Program - 12:00 PM

Hotel ZaZa

5701 Main St - 77005

MontroseDistrict.org

facebook.com/MontroseDistrict | @MontroseHTX

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

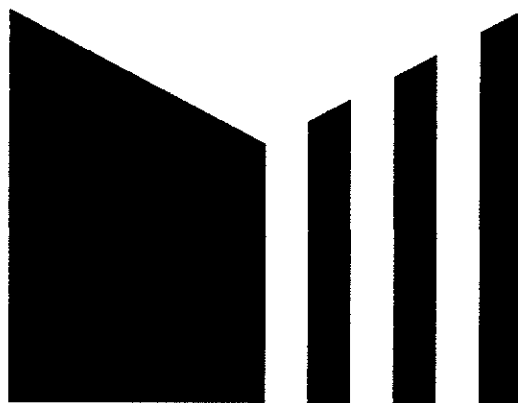
SERVICE PLAN

MONTHLY REPORT

September 12 – October 10, 2016

COMMITTEE ACTIVITY

STAFF ACTIVITY



COMMITTEE ACTIVITY

Mobility and Visual Improvements Committee

The committee met on October 3.

Finance Committee

The committee met on October 10.

Public Safety Committee

The committee met on October 3.

PR, Marketing and Business Relations Committee

The committee met on September 28.

Business and Economic Development Committee

The committee met September 28.

STAFF ACTIVITY

September 12 – October 10, 2016

PR, Marketing and Business Relations Committee

The Marketing and Business Relations committee met on September 28 to discuss the draft Strategic Communications Plan. Staff stated that an RFP had been issued to Steel Branding and the current PR firm of CKP with a response deadline of October 7.

Staff shared a variety of project updates with the HOA/Civic Association database including an esplanade enhancement and the bridge painting and relighting project updates as well as an invite for folks to attend the upcoming environmental and urban design meeting on October 3. Ongoing activities included work on the monthly e-newsletter, weekly Friday Board updates of communications outreach, and working with the Business and Economic Development committee on pre-planning for the Fall Real Estate Forum. Len Cannon with KHOU 11 has agreed to be our emcee for the event.

Business Ambassador Program

The BA made **48** visits during September 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 sharing the postcards and flyers of our October 15 bi-annual recycling event. The event location has changed to Walgreens on Montrose Blvd.

PR, Marketing, Web and Social Media

See attached report.

Finance Committee

The committee met on October 10th 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.

Welcome to the latest from the Montrose District. If we've emailed you in error or maybe your inbox is too full, you can [unsubscribe here](#).



MONTROSE
DISTRICT



ESPLANADE IMPROVEMENT PROJECT CONSTRUCTION SCHEDULE & FAQ

The District's Esplanade Improvement Project is underway! Learn more about the upgrades to Montrose esplanades, and see the current construction schedule at the link.

[READ MORE »](#)



Snooze, an A.M. Eatery
3217 Montrose #100
[FIND OUT MORE »](#)



Rosemont
910 Westheimer
[FIND OUT MORE »](#)



My Montrose: Johnny Carrabba

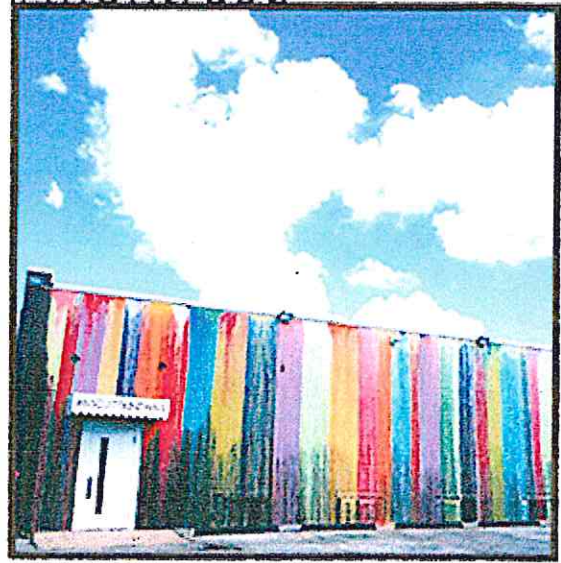
"I'm a native Houstonian, and I've been hanging out in Montrose all my life. So we know it's going to be hard to find a location as good as Montrose. We're very sold that Dunlavy and Westheimer is the spot for us."

[READ MORE »](#)

UPCOMING EVENTS

- 09.18 **Found in Translation: Sunday Brunch & Artist Talk**
Please join us at the Duende Art Project at BLUEorange Contemporary for brunch, mimosas, and an artist talk about our current exhibition "Found in Translation" with artists Amber Kaiser and Camila Labarca-Linaweaver. [Learn More](#)
- 09.20 **Learning Curve 9**
Learning Curve is annual exhibition of selected work made by HCP's students from the past year that highlights the various educational programs HCP offers through its Learning Center. [Learn More](#)
- 09.21 **2nd Annual Improv(e) MS Comedy Showcase**
See the funniest and longest running improv troupes in Houston. All proceeds from the \$10 cover will go to the MS Society of Texas! [Learn More](#)

#montrose



@eileen_yt via instagram
#montrosehouston

won't you be my neighbor

Zoe's Kitchen

Healthy Fast Casual

3701 S Shepherd | Houston, TX | 77006 | [Contact](#)

Wilson Montessori

Montessori School

2100 Yupon St | Houston, TX | 77006 | [Contact](#)

KEEP MONTROSE DISTRICT CLEAN + GREEN



Connect and Share:

