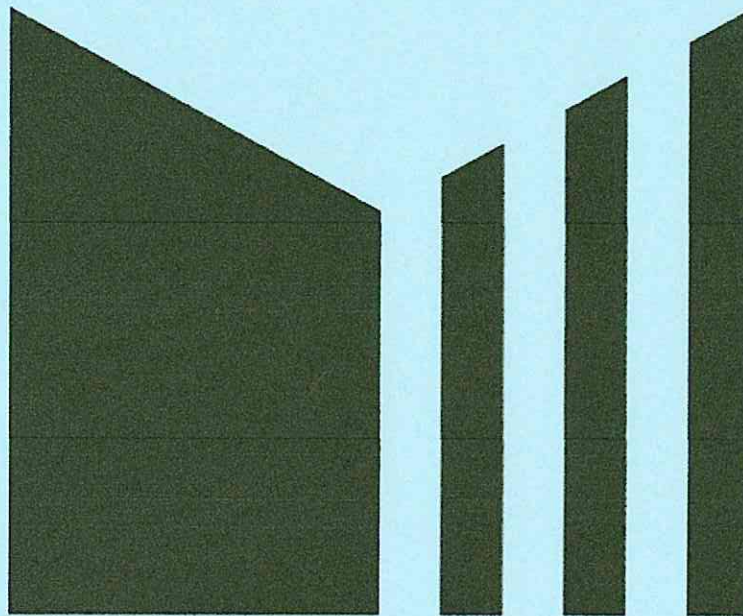


MONTROSE MANAGEMENT DISTRICT



Agenda and Agenda Materials
Meeting of the Board of Directors

December 12, 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, December 12, 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 November 14, 2016.
4. Receive and accept from Brad Nagar resignation from Board of Directors
5. Receive update and recommendations from Finance Committee.
 - a. Receive Assessment Collection Report
 - b. Receive and consider monthly financial report and approve invoices for payment
6. Receive update from Public Safety Committee.
7. Receive update and recommendations from Mobility and Visual Improvements Committee.
 - a. Consider Change Order No. 2 from Landscape Arts
8. Receive update and recommendations from Marketing and Business Development Committee.
 - a. Consider an agreement with Steel Branding and Marketing for services related to public relations, marketing and branding services.
9. Receive update from Business and Economic Development Committee.
10. Receive Executive Director's Monthly Report.
11. Discuss 1620 Hawthorne LTD vs Montrose Management District.
12. 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.
13. Reconvene in Open Session and authorize appropriate action by legal counsel related to executive session.
14. Announcements.
15. 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 November 14, 2016.

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

November 14, 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, November 14, 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 Singer, Haley, Madden and Edwards, thus constituting a quorum. Also present were Josh Hawes, Gretchen Larson, Tony Allender, Don Huml, Linda Clayton, Kristen Gonzales and Elisa Rodriguez, 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 Officer Laureano, Montrose HPD; Tawny Tidwell, Montrose MD social medial strategist; Daphne Scarbrough, Richmond Avenue Coalition; and Taylor Goodall, resident. Chairman Wynn called the meeting to order at 12:00 p.m.

RECEIVE PUBLIC COMMENTS.

Daphne Scarbrough provided public comments on the Lovett Blvd esplanade project. Taylor Goodall with the Westmoreland Civic Association provided public comments on the mini cell towers. He reported problems of alley problems and occasional pop-up campsites around the Westmoreland area. He requested the District to help Westmoreland Civic Association with a study to come up with solutions for the issues in the alley and surrounding area.

APPROVE MINUTES OF REGULAR MEETING HELD OCTOBER 10, 2016.

Upon a motion duly made by Director Mitchmore, and being seconded by Director Hubbard, the Board voted unanimously to approve the Minutes of the October 10, 2016, Board meeting, 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, and answered questions. She reported a 99% collection rate of 2015 assessments and stated bills for the 2016 assessments were being sent out Thursday or Friday. No action from the Board was required.

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

Director Hubbard reported the Finance Committee has reviewed the monthly financial report, Quarterly Investment Inventory Report and invoices and is recommending for approval. Upon a motion duly made by Director Hubbard, and being seconded by Director Llewellyn, the Board voted unanimously to accept the Monthly Financial Report and Quarterly Investment Inventory Report and approved payment of invoices, as presented.

RECEIVE AND CONSIDER:

- a. Accept Hearing Examiner's Report and Proposal for Decision for public hearing regarding supplemental assessment roll for the west zone**
- b. Adopt Order Supplementing the Assessment Roll for the west zone; Levying Assessments Against the Property of the Supplemental Assessment Roll for the remainder of the 2016-Year Period; and Setting the Rate of Assessment for the year 2016 for the west zone**
- c. Approve Amended Information Form for the west zone**
- d. Accept Hearing Examiner's Report and Proposal for Decision for public hearing regarding supplemental assessment roll for the east zone**
- e. Adopt Order Supplementing the Assessment Roll for the east zone; Levying Assessments Against the Property of the Supplemental Assessment Roll for the remainder of the 2016-Year Period; and Setting the Rate of Assessment for the year 2016 for the east zone**
- f. Approve Amended Information Form for the east zone**

Upon a motion duly made by Director Mitchmore, and being seconded by Director Wulfe, the Board voted unanimously to (a) accept the Hearing Examiner's Report and Proposal for Decision for public hearing regarding supplemental assessment roll for the west zone; (b) adopt the Order Supplementing the Assessment Roll for the west zone; Levying Assessments Against the Property of the Supplemental Assessment Roll for the remainder of the 2016-year period; and Setting the Rate of Assessment for the year 2016 for the west zone; (c) approve the Amended Information Form for the west zone; (d) accept the Hearing Examiner's Report and Proposal for Decision for public hearing regarding supplemental assessment roll for the east zone; (e) adopt Order Supplementing the Assessment Roll for the east zone; Levying Assessments Against the Property of the Supplemental Assessment Roll for the remainder of the 2016-year Period; and Setting the Rate of Assessment for the year 2016 for the east zone; and (f) approve the Amended Information Form for the east zone.

RECEIVE UPDATE AND RECOMMENDATIONS FROM PUBLIC SAFETY COMMITTEE.

Mr. J. Hawes reported the Committee met on November 7, a copy of the Committee Minutes is included in the Board agenda materials. Officer Laureano presented the October Patrol Summary Report, included in the Board agenda materials, and answered questions. No action from the Board was required.

a. Approve renewal of lease for patrol vehicles

Mr. J. Hawes reviewed the lease proposal for two new patrol vehicles. He reported the term is for three years at a rate of \$469 per month per vehicle. Upon a motion duly made by Director Mitchmore, and being seconded by Director Wallace, the Board voted unanimously to approve a new lease agreement for two patrol vehicles at the rate of \$469.00 per month per vehicle.

RECEIVE UPDATE AND RECOMMENDATIONS FROM MOBILITY AND VISUAL IMPROVEMENTS COMMITTEE.

Mr. Allender reported the Committee met on November 7, a copy of the Committee Minutes is included in the Board agenda materials. He reported the Special Parking Application is ready to be resubmitted to the City today. He reported a public forum will be held in December on the Special Parking Application. Mr. J. Hawes provided an update on the esplanade project.

a. Approve small cell tower design standard variance

Mr. Allender reported Zayo Communications has fabricated a composite pole that will be painted black and will look like a black metal pole. He stated he was requesting approval for the variance from the District's design standards. He reported the site at Westmoreland was questionable because of its proximity to homes and Zayo is working with us to relocate.

b. Approve proposal for tree trimming

Mr. J. Hawes reviewed the proposal from SMC Logistics in the amount of \$1,075.00, included in the Board agenda materials. He reported the proposal is for tree trimming where some of the trees are causing visibility issues.

c. Approve change order for bridge relighting project

Mr. Allender reported Change Order No. 1 is for the bridge lighting project and adds painting of the seven bridges to the contract. He stated the Change Order has been approved by TxDOT and he was requesting acknowledgment and approval from the Board.

Upon a motion duly made by Director Grover, and being seconded by Director Wulfe, the Board voted unanimously to (a) approve the request from Zayo Communications for a variance to the District's small cell tower design standards for a black composite pole; (b) approved the proposal from SMC Logistics in

the amount of \$1,075.00, for tree trimming, as presented; and (c) acknowledged and approved Change Order No. 1 for the bridge lighting project to add painting of the seven arch bridges to the contract.

RECEIVE UPDATE AND RECOMMENDATIONS FROM MARKETING AND BUSINESS DEVELOPMENT COMMITTEE.

Ms. Larson reported the Public Relations and Marketing Report is included in the Board agenda materials for review. She reported the Holiday Decorating Contest winners will be announced on December 15 at Yucatan Taco Stand. Ms. Tidwell reported Twitter has verified the District's account.

- a. Consider engaging the services of a branding and marketing firm to assist with review of current District Communications Plan and recommend implementation strategies and budget**

Ms. Larson reported the Committee met to review proposals from CKP, Steel Branding and TPRB for a communications plan. She reported the Committee is requesting additional information from the vendors and is requesting the Board to authorize the Committee to move forward in choosing a vendor prior to the next Board meeting. Upon a motion duly made by Director Jara, and being seconded by Director Llewellyn, the Board voted unanimously to authorize the Committee to proceed in choosing a vendor and entering into an agreement.

RECEIVE UPDATE FROM BUSINESS AND ECONOMIC DEVELOPMENT COMMITTEE.

Ms. Larson reported the Committee met on October 26, a copy of the Committee Minutes is included in the Board agenda materials. She reported the Economic Development brochure is ready to go and will be passed out at the Real Estate Forum. Mr. Lawrence provided an update on the sponsors for the Real Estate Forum. He reported Len Cannon will be the emcee for the event and Andy Icken will be the speaker. He reviewed recent business performance data for the District and reported retail sales have increased approximately 48.5%, number of businesses have increased 12.1% and number of employees have increased 19.2%. No action from the Board was required.

RECEIVE EXECUTIVE DIRECTOR'S MONTHLY REPORT.

Mr. J. Hawes reported the Executive Director's Report is included in the Board agenda materials for review. No action from the Board was required.

CONSIDER PETITION PROCESS FOR REAUTHORIZATION OF THE SERVICE AND ASSESSMENT PLAN.

Mr. Lord reported this agenda item is to be discussed during Executive Session.

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

The Board convened in Executive Session at 12:31 p.m.

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

The Board reconvened in Open Session at 1:35 p.m. Upon a motion duly made by Director Hubbard, and being seconded by Director Wallace, the Board voted unanimously to authorize staff to follow up on study as directed in Executive Session.

ANNOUNCEMENTS.

There were no announcements.

ADJOURN

There being no further business to come before the Board, Chairman Wynn adjourned the meeting at 1:36 p.m.

(Seal)

Secretary



**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 and accept the Brad Nagar resignation from the Board of Directors.

From: Brad
Sent: Friday, December 2, 2016 1:07 PM
To: David Hawes <dhawes@hhcllp.com>; 'Claude Wynn'
Subject: Board Resignation

David and Claude.

It is with regret that I offer my resignation as member of the Montrose District Board of Directors. I have enjoyed the years of participation and getting to work with everyone. I find I no longer have the time available to contribute to the District as I feel is necessary. Please let me know if there is ever anything I can do for you or the district.

Sincerely,
Brad

Brad Nagar
2002 Mason St
Houston, TX 77006

Cell: 713-851-3599
Skype Brad.Nagar

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

AGENDA MEMORANDUM

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

5. Receive an update and recommendations from the 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

NOV 2016
BILLING AND COLLECTIONS SUMMARY

| YEAR | RATE | TOTAL LEVY | COLLECTIONS | RECEIVABLE | % COLLECTED |
|------|---------|----------------|----------------|----------------|-------------|
| 2016 | 0.12500 | \$2,461,405.32 | \$34,298.22 | \$2,427,107.10 | 1% |
| 2015 | 0.12500 | \$2,120,256.49 | \$2,102,228.97 | \$18,027.52 | 99% |
| 2014 | 0.12500 | \$1,934,246.38 | \$1,930,481.96 | \$3,764.42 | 99% |
| 2013 | 0.12500 | \$1,628,710.72 | \$1,625,694.35 | \$3,016.37 | 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 2016: | 2,043,785,644 | Uncertified: | 0 |
| ASSESSED VALUE FOR 2015: | 1,704,736,012 | Uncertified: | 0 |
| ASSESSED VALUE FOR 2014: | 1,553,263,543 | 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
November 2016
BILLING AND COLLECTION SUMMARY
FISCAL YEAR
01/01/16 - 12/31/16**

| YEAR | RATE | TOTAL LEVY | COLLECTIONS | RECEIVABLE | % COLLECTED |
|------|---------|--------------|--------------|--------------|-------------|
| 2016 | 0.12500 | \$708,775.56 | \$22,662.39 | \$686,113.17 | 3% |
| 2015 | 0.12500 | \$648,954.21 | \$646,152.92 | \$2,801.29 | 99% |
| 2014 | 0.12500 | \$606,648.81 | \$605,690.73 | \$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 |
|------------------------------------|------------------|-------------------|
| 2016 Assessment Collected | 22,662.39 | 22,662.39 |
| 2015 Assessment Collected | 4,350.25 | 462,239.40 |
| 2014 Assessment Collected | 0.00 | -2,784.39 |
| 2013 Assessment Collected | 0.00 | -960.08 |
| 2012 Assessment Collected | 0.00 | -535.26 |
| 2011 Assessment Collected | 0.00 | -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 | 954.03 | 6,602.64 |
| Overpayments | 0.00 | 3,717.48 |
| CAD Lawsuits | 147.55 | 11,421.48 |
| CAD Corrections | 0.00 | 3,509.27 |
| Collection Fees | 1,090.37 | 5,557.95 |
| Estimated Payments | 0.00 | 0.00 |
| Court Fees | 0.00 | 0.00 |
| Total Revenue | 29,204.59 | 509,568.35 |
| Overpayments Presented for Refund | 147.55 | 17,548.92 |
| Overpayments Applied to Assessment | 0.00 | 0.00 |

| | | | |
|--------------------------|-------------|--------------|-----------|
| ASSESSED VALUE FOR 2016: | 575,182,802 | Uncertified: | 2,258,790 |
| ASSESSED VALUE FOR 2015: | 522,744,677 | Uncertified: | 0 |
| ASSESSED VALUE FOR 2014: | 487,776,112 | Uncertified: | 0 |
| ASSESSED VALUE FOR 2013: | 399,640,419 | Uncertified: | 0 |
| ASSESSED VALUE FOR 2012: | 342,581,884 | 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 | \$605,690.73 | |
| 2015 | 0.12500 | 395,435 | 375,663 | \$646,152.92 | |
| 2016 | 0.12500 | 403,344 | 383,177 | \$22,662.39 | |
| | | 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

November 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 | 1269280010001 | 2221 W DALLAS ST 404 77019 | MULTI-FAMILY | 75,120,400 | 93,900.50 |
| POST RICHMOND LP 4401 NORTHSIDE PKWY NW STE 800 ATLANTA GA 30327-3093 | 1309010010001 | RICHMOND AVE 77006 | MULTI - FAMILY | 37,656,896 | 47,071.12 |
| CAMPANILE SOUTH LP 109 N POST OAK LN STE 200 HOUSTON TX 77024-7789 | 0302490010001 | 4306 YOAKUM BLVD 77006 | OFFICE BUILDINGS | 22,507,000 | 28,133.75 |
| EQUITAS CAMPANILE EAST LLC 3810 W ALABAMA ST HOUSTON TX 77027-5204 | 1207680010001 1277520010001 | 4119 MONTROSE BLVD 77006 4203 MONTROSE BLVD 77006 | OFFICE BUILDINGS | 16,669,146 | 20,836.43 |
| 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 | 14,731,120 | 18,413.90 |
| 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 | 10,821,631 | 13,527.04 |
| WALGREENS 03157 % TAX DEPT STOP NO 75 300 WILMOT RD DEERFIELD IL 60015-4614 | 1179390010001 | 3317 MONTROSE BLVD 77006 | RETAIL PHARMACY | 10,125,000 | 12,656.25 |
| ARMSTRONG CHARLES 5000 MONTROSE BLVD UNIT 22C HOUSTON TX 77006-6564 | 0140670000002 0140670000001 0140670000003 0140670000004 0140670000005 0140670000006 0140670000009 0261510000020 0261510000021 0261510000027 0442130000001 | 804 PACIFIC 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 2605 GRANT ST 77006 805 PACIFIC ST 77006 810 PACIFIC ST 77006 | VARIOUS COMMERCIAL | 5,839,114 | 7,135.73 |

MONTROSE DISTRICT EAST ZONE

| November 2016 | | | | | |
|--|--------------------------------|--|------------------|-----------|----------|
| TOP TEN ASSESSMENT PAYERS | | | | | |
| 0140680000009 | 810 HYDE PARK BLVD 77006 | | | | |
| 102 104 GREENWICH STREET MANHATTAN % RICHMOND MONTROSE CVS LP 1 CVS DR WOONSOCKET RI 02895-6146 | 1258090010001 | 1003 RICHMOND AVE 77006 | DRUG STORE | 5,096,460 | 6,370.58 |
| 3815 MONTROSE BULD LP 3815 MONTROSE BULD STE 211 HOUSTON TX 77006-4666 | 1222280020001 1222280010001 | 3820 ROSELAND ST 77006 3815 MONTROSE BLVD 77006 | OFFICE BUILDINGS | 5,065,082 | 6,331.35 |

MONTROSE DISTRICT EAST ZONE

| November 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 |
| 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 |
| TAGAROPULOS EVANGELINE A 820 RICHMOND AVE HOUSTON TX 77006-5514 | 92 023 072 000 0006 | 820 RICHMOND AVE 77006 | OFFICE BUILDING | 2015 | 501.32 |
| NGUYEN DONVEIN CAO & NANCY 5529 HARPER FOREST DR HOUSTON TX 77088-2620 | 92 056 041 000 0001 | 0 TAFT ST 77019 | VACANT | 2007 - 2015 | 306.25 |

* Pending HCAD Value Lawsuits

**Harris County Improvement District No. 6 / East Montrose
Lawsuit and Arbitration Status Summary as of 10/7/2016**

Jur 930

Summary

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

Settled

| | |
|---------------|---|
| 844,353,898 | Original value of Settled accounts as of 10/7/2016 |
| 258 | Number of Settled accounts as of 10/7/2016 |
| 173,453,785 | Reduction in value of Settled accounts |
| 20.54% | Average % reduction in value of Settled accounts |

Unsettled

| | |
|------------|---|
| 65,815,571 | Original value of Unsettled accounts as of 10/7/2016 |
| 37 | Number of Unsettled accounts as of 10/7/2016 |

.125 Tax rate per \$100 valuation

| | | | |
|-----------------|--------------------------------------|----|---|
| \$16,900 | Estimated reduction in assessment on | 37 | Unsettled accounts, based on 20.54% average |
|-----------------|--------------------------------------|----|---|

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

| YEAR | RATE | TOTAL LEVY | COLLECTIONS | RECEIVABLE | % COLLECTED |
|------|---------|----------------|----------------|----------------|-------------|
| 2016 | 0.12500 | \$1,752,629.76 | \$11,635.83 | \$1,740,993.93 | 1% |
| 2015 | 0.12500 | \$1,471,302.28 | \$1,456,076.05 | \$15,226.23 | 99% |
| 2014 | 0.12500 | \$1,327,597.57 | \$1,324,791.23 | \$2,806.34 | 99% |
| 2013 | 0.12500 | \$1,133,751.26 | \$1,131,566.02 | \$2,185.24 | 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 |
|------------------------------------|------------------|---------------------|
| 2016 Assessment Collected | 11,635.83 | 11,635.83 |
| 2015 Assessment Collected | 3,200.92 | 1,217,656.98 |
| 2014 Assessment Collected | -93.55 | -4,210.41 |
| 2013 Assessment Collected | 1,167.51 | 6,832.84 |
| 2012 Assessment Collected | 0.00 | 2,856.15 |
| 2011 Assessment Collected | 0.00 | 719.13 |
| 2010 Assessment Collected | 0.00 | 445.50 |
| Penalty & Interest | 1,189.31 | 21,116.13 |
| Overpayments | 0.00 | 2,928.64 |
| CAD Lawsuits | 178.84 | 56,265.06 |
| CAD Corrections | 0.00 | 0.00 |
| Collection Fees | 1,101.90 | 12,503.99 |
| Estimated Payments | 0.00 | 0.00 |
| Court Fees | 0.00 | 0.00 |
| Total Revenue | 18,380.76 | 1,328,749.84 |
| Overpayments Presented for Refund | 1,143.01 | 50,879.93 |
| Overpayments Applied to Assessment | 0.00 | 0.00 |

| | | | |
|--------------------------|----------------------|--------------|------------------|
| ASSESSED VALUE FOR 2016: | 1,468,602,842 | Uncertified: | 4,885,365 |
| ASSESSED VALUE FOR 2015: | 1,181,991,335 | Uncertified: | 0 |
| ASSESSED VALUE FOR 2014: | 1,065,487,431 | 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 | \$1,131,566.02 | |
| 2014 | 0.12500 | 939,409 | 892,438 | \$1,324,791.23 | |
| 2015 | 0.12500 | 958,197 | 910,287 | \$1,456,076.05 | |
| 2016 | 0.12500 | 977,361 | 928,493 | \$11,635.83 | |
| | | 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

November 2016

| November 2016 | | | | | | |
|--|--|--|---------------------------|--------------------|------------|------------|
| PROPERTY OWNER | ACCOUNT NOS | SITUS | TOP TEN ASSESSMENT PAYERS | PROPERTY TYPE | VALUE | ASSESSMENT |
| FINGER FSC MONTROSE LTD 99 DETERING ST STE 200 HOUSTON TX 77007-8259 | 1215190010001 | 4899 MONTROSE BLVD 187 77006 | | MULTI - FAMILY | 85,622,483 | 107,028.10 |
| 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 | 87,758,296 | 106,037.87 |
| FINGER-FSG DUNLAVY LTD % THE FINGER COMPANIES 99 DETERING ST STE 200 HOUSTON TX 77007-8289 | 1345350010001 | 3833 DUNLAVY ST #399 77006 | | APARTMENT | 60,014,553 | 73,313.83 |
| PPF AMLI RIVER OAKS LLC 200 W MONROE ST STE 2200 CHICAGO IL 60606-5070 | 1335700010001 | 1340 W GRAY ST #275 77019 | | APARTMENT | 53,955,000 | 67,443.75 |
| BEHRINGER HARVARD MUSEUM DISTRICT PROJECT OWNER LP 5800 GRANITE PKWY STE 1000 PLANO TX 75024-6619 | 1336630010001 | 1301 RICHMOND AVE #270 77006 | | APARTMENT | 53,750,000 | 67,187.50 |
| 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 | 53,736,935 | 63,643.66 |
| US REIF WESTHEIMER APARTMENTS TX LLC 1270 SOLDIERS FIELD RD BRIGHTON MA 02135-1003 | 1286390010001 | 2001 WESTHEIMER RD 244 77098 | | MULTI - FAMILY | 46,959,392 | 58,699.24 |
| DUNLAVY DEVELOPMENT PHASE 1 LLC 101 BERKSHIRE ST BELLAIRE TX 77401-5309 | 1286480010001 | 4310 DUNLAVY ST 236 77006 | | MULTI - FAMILY | 41,980,432 | 52,475.54 |

MONTROSE DISTRICT WEST ZONE

| November 2016 | | | | | |
|---|---------------|-------------------------|-------------|------------|-----------|
| TOP TEN ASSESSMENT PAYERS | | | | | |
| MONTROSE REAL ESTATE PARTNERS LTD C/O PROPERTY TAX DEPT P O BOX 839999 SAN ANTONIO TX 78283-3999 | 1327190010001 | 0 W ALABAMA ST 77098 | SUPERMARKET | 35,345,195 | 44,181.49 |
| | 1327190010002 | 1701 W ALABAMA ST 77098 | | | |
| 4300 DUNLAVY DEVELOPMENT LLC 101 BERKSHIRE ST BELLAIRE TX 77401-5309 | 1286480010002 | 4310 DUNLAVY ST 77006 | APARTMENT | 31,077,453 | 38,846.82 |

MONTROSE DISTRICT WEST ZONE

| November 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 | |
| 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 | |
| L QUBE CORPORATION 3302 WILLOWICK CT SUGAR LAND TX 77478-4049 | 94 038 224 000 0001 | 1849 W MAIN ST #14 77098 | APARTMENT | 2015 | 1,062.50 | |
| KRIEGER DAINTHA 1405 HYDE PARK BLVD APT 2 HOUSTON TX 77006-2535 | 94 018 006 000 0013 | 1405 HYDE PARK BLVD #10 77006 | APARTMENT | 2015 | 907.99 | |
| DEFOYD JIM L REID BETTYE W 2310 MCDUFFIE ST APT 2 HOUSTON TX 77019-6540 | 94 029 172 004 0006 | 2310 MCDUFFIE ST #8 77019 | APARTMENT | 2011 & 2015 | 832.61 | |
| MOUZI MOSTAFA 3415 ABINGER LN HOUSTON TX 77088-5607 | 94 130 493 001 0001 | 0 WESTHEIMER RD 77006 | VACANT | 2015 | 791.83 | |

* Pending HCAD Value Lawsuits

**Harris County Improvement District No. 11 / West Montrose
Lawsuit and Arbitration Status Summary as of 10/7/2016**

Jur 939

Summary

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

Settled

| | |
|---------------|---|
| 1,561,047,037 | Original value of Settled accounts as of 10/7/2016 |
| 470 | Number of Settled accounts as of 10/7/2016 |
| 153,265,420 | Reduction in value of Settled accounts |
| 9.82% | Average % reduction in value of Settled accounts |

Unsettled

| | |
|-------------|---|
| 147,040,778 | Original value of Unsettled accounts as of 10/7/2016 |
| 71 | Number of Unsettled accounts as of 10/7/2016 |

.125 Tax rate per \$100 valuation

| | |
|-----------------|---|
| \$18,046 | Estimated reduction in assessment on 71 Unsettled accounts, based on 9.82% average |
|-----------------|---|

PERDUE, BRANDON, FIELDER, COLLINS & MOTT L.L.P.
DELINQUENT ASSESSMENT SUMMARY REPORT
MONTROSE DISTRICT
December 12, 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

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:

Spur Apartments LLC \$1,875.00, 219 W. Alabama St.-0082590000003

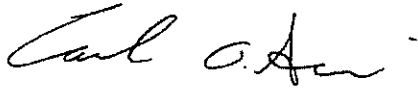
Bronia Gawerc \$1,177.44, 330 Fairview St.-0140540000011

Upstairs Downstairs LLC \$541.98, 609 Colquitt St.-0230620000013

K Berr Investments \$430.58, *1841 Richmond Ave.-0660870010001*

A&J Hospitality LLC \$406.25, 312 W. Gray St.-0570360000022

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



Carl O. Sandin

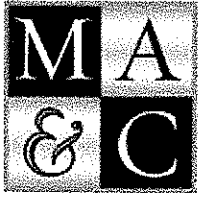
PerdueBrandonFielderCollins&Mott LLP
ATTORNEYS AT LAW

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

December 12, 2016

Montrose Management District
Cash Flow Report - Checking Account
As of December 12, 2016

| Num | Name | Memo | Amount | Balance |
|---------------------------------|--|---|--------------|--------------------|
| BALANCE AS OF 11/15/2016 | | | | \$62,375.64 |
| Receipts | | | | |
| | Rocky Lai Associates - 2016 Real Estate Forum Luncheon | | 500.00 | |
| | Jame Vick - 2016 Real Estate Forum Luncheon | | 930.00 | |
| | Prosperity Bank - 2016 Real Estate Forum Luncheon | | 1,000.00 | |
| | SFT Investments - 2016 Real Estate Forum Luncheon | | 1,000.00 | |
| | Interest Earned on Checking | | 6.50 | |
| | Assessment Revenue | | 29,204.59 | |
| | Assessment Revenue | | 18,380.76 | |
| | Transfer from Money Market | | 130,500.00 | |
| Total Receipts | | | | 181,521.85 |
| Disbursements | | | | |
| 5791 | Bankcard Center | Credit Card Expenses | (688.11) | |
| 5792 | Comcast | Office Expense | (210.80) | |
| 5794 | Harris County Treasurer | Legal Fees | (5,069.45) | |
| 5795 | Verizon Wireless | Cell Phone Expense | (80.08) | |
| 5796 | Aaron M Day | Security Expense | (2,702.37) | |
| 5797 | Brian M Alms | Security Expense | (872.71) | |
| 5798 | Charles Starks | Security Expense | (796.70) | |
| 5799 | Francisco R Gomez | Security Expense | (207.79) | |
| 5800 | John E Obenhaus | Security Expense | (1,320.07) | |
| 5801 | Joseph C Mabasa | Security Expense | (4,035.90) | |
| 5802 | Juan Arroyo | Security Expense | (1,739.09) | |
| 5803 | Juan J Chavez-Resendiz | Security Expense | (1,579.41) | |
| 5804 | Lee T Jaquarya | Security Expense | (2,672.81) | |
| 5805 | Leon Laureano | Security Expense | (1,857.88) | |
| 5806 | Richard J Bass | Security Expense | (997.94) | |
| 5807 | Todd L Thibodeaux | Security Expense | (1,739.09) | |
| 5808 | Victor Beserra | Security Expense / Coordinator Fee | (4,944.59) | |
| 5809 | Fleet Safety Equipment, Inc. | Patrol Vehicle Equipment Installation | (1,778.00) | |
| 5810 | Joe C. Holzer | Assessment Refund | (964.17) | |
| 5811 | Joseph A. Allen | Assessment Refund | (147.55) | |
| 5812 | Tran Duy Holdings LTD | Assessment Refund | (133.58) | |
| 5813 | Wauqh Retail LTD | Assessment Refund | (45.26) | |
| 5814 | Allen Boone Humphries Robinson LLP | Legal Fees - Petition for Dissolution | (1,252.50) | |
| 5815 | ALLY. | Personal Property Taxes | (1,161.16) | |
| 5816 | Bracewell & Giuliani LLP | Legal Fees - General Counsel | (5,825.20) | |
| 5817 | Chris Labod | Website Maintenance | (350.00) | |
| 5818 | Cracked Fox | Graphic Design & Marketing Services | (3,950.00) | |
| 5819 | Dennis C. Beedon | Business Ambassador Program Services | (3,151.02) | |
| 5820 | e-Vision 1 Productions, LLC | MMD Photos & Video | (2,200.00) | |
| 5821 | Equi-Tax, Inc. | Tax Services | (1,795.63) | |
| 5822 | Greater East End Management District | Graffiti Abatement | (4,480.00) | |
| 5823 | Hawes Hill Calderon, LLP | Consulting & Admin Fee | (28,998.99) | |
| 5824 | Hyde Park United Civic Association | Hyde Park Civic Association Newsletter Ad | (825.00) | |
| 5825 | Kudela & Weinheimer | Esplanade Enhancements | (1,120.00) | |
| 5826 | Landscape Art, Inc. | Esplanade Enhancements - Phase 1 | (104,309.94) | |
| 5827 | Lawrence & Associates | Economic Development | (1,250.00) | |
| 5828 | Magoo's Print Shop | Marketing Expenses | (746.80) | |
| 5829 | Michael Hardy | Marketing | (1,500.00) | |
| 5830 | Mr. Dirt of Texas | Street Sweeping Expense | (7,104.00) | |

Montrose Management District
Cash Flow Report - Checking Account
As of December 12, 2016

| Num | Name | Memo | Amount | Balance |
|---------------------------------|---|-------------------------------------|-------------|----------------------|
| Disbursements | | | | |
| 5831 | Municipal Accounts & Consulting, L.P. | Bookkeeping Fees | (1,490.46) | |
| 5832 | Neon Electric Corporation | Construction of Identity Markers | (66,372.30) | |
| 5833 | Perdue Brandon, Fielder, Collins & Mott | Delinquent Tax Collection | (1,509.36) | |
| 5834 | SentriForce | Mobile Camera Program | (2,250.00) | |
| 5835 | SMC Logistics | Tree Trimming | (1,075.00) | |
| 5836 | Steel Branding | Crisis Management Project | (14,000.00) | |
| 5837 | Tawny Tidwell | Social Media Consulting Services | (3,500.00) | |
| 5838 | TSG Reporting, Inc. | Public Hearing | (636.93) | |
| 5839 | United Graphics | Postcards | (5,821.04) | |
| 5840 | University of St. Thomas | Meeting Expenses | (200.00) | |
| 5841 | Walter P. Moore | US 59 Arch Bridge Lighting | (4,530.00) | |
| 5842 | Yellowstone Landscape & Maintenance | Landscape Maintenance | (1,916.66) | |
| 5843 | 5020 Investments Ltd | Office Lease Expense | (1,200.00) | |
| 5844 | ALLY | Vehicle Lease - Holding Check | 0.00 | |
| 5845 | Bankcard Center | Credit Card Expense - Holding Check | 0.00 | |
| 5846 | Comcast | Office Expense - Holding Check | 0.00 | |
| 5847 | Harris County Treasurer | Legal Fees - Holding Check | 0.00 | |
| 5848 | Verizon Wireless | Cell Phone Expense - Holding Check | 0.00 | |
| ACH | United States Treasury | Monthly Payroll Taxes | (8,717.30) | |
| Recpt | Prosperity Bank | Assessment Revenue | (5,243.29) | |
| Total Disbursements | | | | (323,065.93) |
| BALANCE AS OF 12/12/2016 | | | | (\$79,168.44) |

Montrose Management District

Account Balances

As of December 12, 2016

| Financial Institution (Acct Number) | Issue Date | Maturity Date | Interest Rate | Account Balance | Notes |
|--|-----------------------|--------------------------|--------------------------|----------------------------|------------------|
| Fund: Operating | | | | | |
| Certificates of Deposit | | | | | |
| 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 | |
| PROSPERITY BANK (XXXX0219) | 11/19/2016 | 11/19/2017 | 0.55 % | 352,593.52 | |
| Money Market Funds | | | | | |
| TEXAS CLASS (XXXX0001) | 04/12/2016 | | 0.58 % | 569.08 | |
| Checking Account(s) | | | | | |
| PROSPERITY BANK (XXXX9069) | | | 0.25 % | (79,168.44) | Checking Account |
| Totals for Operating Fund: | | | | \$373,994.16 | |
| Grand total for Montrose Management District: | | | | \$373,994.16 | |

Montrose Management District
Summary of Pledged Securities

As of December 12, 2016

| | | |
|--|----------------|--|
| 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: PROSPERITY BANK (Depository Bank) | | |
| Total CDs, MM, and Checking Accounts: | \$273,425.08 | 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: | 3,391.12 % | |
| Financial Institution: TEXAS CLASS | | |
| Total CDs, MM: | \$569.08 | 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
November 2016

| Source of Funds | Nov 16 | Budget | \$ Over Budget | % of Budget | Jan - Nov 16 | YTD Budget | \$ Over Budget | % of Budget | Annual Budget |
|--|---------|---------|----------------|-------------|--------------|------------|----------------|-------------|---------------|
| 14110 · Assessments | 2,308 | 2,250 | 58 | 103% | 2,103,105 | 2,116,450 | (13,345) | 99% | 2,121,643 |
| 14111 · PY Assessments | 1,074 | 667 | 407 | 161% | 3,717 | 7,333 | (3,616) | 51% | 8,000 |
| 14112 · Assessment Refunds | (3,947) | (5,833) | 1,886 | 68% | (69,477) | (64,167) | (5,310) | 108% | (70,000) |
| 14120 · Collection Fees | 2,519 | 0 | 2,519 | 100% | 85,748 | 0 | 85,748 | 100% | 0 |
| 14310 · Penalties & Interest | 2,143 | 2,500 | (357) | 86% | 27,719 | 27,500 | 219 | 101% | 30,000 |
| 14330 · Miscellaneous Income | 3,430 | 3 | 3,427 | 114,333% | 4,544 | 37 | 4,507 | 12,281% | 40 |
| 14370 · Interest Earned on Temp. Invest | 634 | 283 | 351 | 224% | 3,689 | 3,117 | 572 | 118% | 3,400 |
| 14380 · Interest | 7 | 11 | (4) | 64% | 70 | 124 | (54) | 56% | 135 |
| 14390 · Prior Year Ending Fund Balance | 0 | 0 | 0 | 0% | 780,943 | 780,943 | 0 | 100% | 780,943 |
| Total Source of Funds | 8,168 | (119) | 8,287 | (6,864%) | 2,940,058 | 2,871,337 | 68,721 | 102% | 2,874,161 |
| Use of Funds | | | | | | | | | |
| Business Development | | | | | | | | | |
| 16123 · Project Management | 2,764 | 2,764 | 0 | 100% | 30,399 | 30,399 | 0 | 100% | 33,162 |
| 16125 · Marketing & Public Relations | | | | | | | | | |
| 16125-2 · Total Projects/Programs | 39 | 1,083 | (1,044) | 4% | 285 | 11,917 | (11,632) | 2% | 13,000 |
| 16125-3 · Total Marketing Materials & Adv | 6,105 | 6,250 | (145) | 98% | 24,288 | 68,750 | (44,462) | 35% | 75,000 |
| 16125-4 · Total Vendor Support of Project | 15,950 | 17,750 | (1,800) | 90% | 136,734 | 195,250 | (58,516) | 70% | 213,000 |
| Total 16125 · Marketing & Public Relations | 22,094 | 25,083 | (2,989) | 88% | 161,307 | 275,917 | (114,610) | 58% | 301,000 |
| 16135 · Economic Development Services | 1,250 | 4,167 | (2,917) | 30% | 16,300 | 45,833 | (29,533) | 36% | 50,000 |
| 16136 · Real Estate Consulting | 0 | 1,250 | (1,250) | 0% | 0 | 13,750 | (13,750) | 0% | 15,000 |
| 16138 · Real Estate Forum | 0 | 510 | (510) | 0% | 0 | 5,605 | (5,605) | 0% | 6,115 |
| 16140 · Web Site Main./Host/I.T. | 350 | 500 | (150) | 70% | 3,850 | 5,500 | (1,650) | 70% | 6,000 |
| 16141 · GIS Services | 226 | 167 | 59 | 135% | 2,192 | 1,833 | 359 | 120% | 2,000 |
| Total Business Development | 26,684 | 34,441 | (7,757) | 77% | 214,048 | 378,837 | (164,789) | 57% | 413,277 |
| Project Staffing & Admin | | | | | | | | | |
| 16150 · Admin & Management | 2,487 | 2,487 | 0 | 100% | 27,358 | 27,358 | 0 | 100% | 29,845 |
| 16160 · Reimbursable Expenses | 455 | 417 | 38 | 109% | 5,591 | 4,583 | 1,008 | 122% | 5,000 |
| 16170 · Reimbursable Mileage | 275 | 667 | (392) | 41% | 6,110 | 7,333 | (1,223) | 83% | 8,000 |
| 16180 · Postage, Deliveries | 80 | 167 | (87) | 48% | 1,691 | 1,833 | (142) | 92% | 2,000 |
| 16190 · Printing & Reproduction | 832 | 771 | 61 | 108% | 6,946 | 8,479 | (1,533) | 82% | 9,250 |
| 16200 · Public Notices, Advertising | 9 | 50 | (41) | 18% | 1,076 | 550 | 526 | 196% | 600 |
| 16220 · Legal Services | 6,462 | 5,000 | 1,462 | 129% | 150,881 | 55,000 | 95,881 | 274% | 60,000 |
| 16250 · Bookkeeping | 2,019 | 1,685 | 334 | 120% | 17,292 | 18,535 | (1,243) | 93% | 20,220 |
| 16260 · Assess Data Mgmt & Billing Svcs | 1,796 | 2,042 | (246) | 88% | 25,191 | 22,458 | 2,733 | 112% | 24,500 |
| 16270 · Office Furniture & Supplies | 0 | 333 | (333) | 0% | 1,243 | 3,667 | (2,424) | 34% | 4,000 |
| 16280 · Other | 1,376 | 46 | 1,330 | 2,991% | 7,290 | 504 | 6,786 | 1,446% | 550 |
| 16290 · Office Lease Space | 1,200 | 1,200 | 0 | 100% | 13,200 | 13,200 | 0 | 100% | 14,400 |
| 16291 · Office Equipment | 211 | 208 | 3 | 101% | 2,319 | 2,292 | 27 | 101% | 2,500 |
| 16340 · Auditing Fees | 0 | 0 | 0 | 0% | 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 | 17,202 | 15,073 | 2,129 | 114% | 288,225 | 188,792 | 99,433 | 153% | 203,865 |

Montrose Management District
Revenue & Expenditures Total Zone
November 2016

| | Nov 16 | Budget | \$ Over Budget | % of Budget | Jan - Nov 16 | YTD Budget | \$ Over Budget | % of Budget | Annual Budget |
|---|-----------------|------------------|-----------------|-------------|------------------|------------------|-----------------|-------------|------------------|
| Security and Public Safety | | | | | | | | | |
| 15415 · Vehicle Lease | 2,716 | 958 | 1,758 | 284% | 12,096 | 10,542 | 1,554 | 115% | 11,500 |
| 15416 · Vehicle Maintenance | 0 | 208 | (208) | 0% | 0 | 2,292 | (2,292) | 0% | 2,500 |
| 15417 · Vehicle Maint. & Operations | 390 | 600 | (210) | 65% | 8,412 | 6,600 | 1,812 | 127% | 7,200 |
| 15420 · Contract Public Safety Services | 31,715 | 31,283 | 432 | 101% | 346,821 | 344,117 | 2,704 | 101% | 375,400 |
| 15421 · Payroll Expenses | 2,448 | 2,226 | 222 | 110% | 28,749 | 24,486 | 4,263 | 117% | 26,712 |
| 15425 · Mobile Camera Program | 2,250 | 2,917 | (667) | 77% | 24,750 | 32,083 | (7,333) | 77% | 35,000 |
| 15430 · Cell Phone | 80 | 167 | (87) | 48% | 886 | 1,833 | (947) | 48% | 2,000 |
| 16102 · Public Safety Equipment | 0 | 133 | (133) | 0% | 0 | 1,467 | (1,467) | 0% | 1,600 |
| 16110 · Graffiti Abatement | 4,480 | 5,417 | (937) | 83% | 58,240 | 59,583 | (1,343) | 98% | 65,000 |
| 16115 · Nuisance Abatement | 5,069 | 5,167 | (98) | 98% | 55,764 | 56,833 | (1,069) | 98% | 62,000 |
| 16116 · Street Lights | 0 | 233 | (233) | 0% | 1,750 | 2,567 | (817) | 68% | 2,800 |
| 16117 · Project Management | 4,422 | 4,422 | 0 | 100% | 48,638 | 48,637 | 1 | 100% | 53,059 |
| 16118 · Security Donation | 0 | 0 | 0 | 0% | 0 | 0 | 0 | 0% | 1,000 |
| Total Security and Public Safety | 53,570 | 53,731 | (161) | 100% | 586,106 | 591,040 | (4,934) | 99% | 645,771 |
| Visual Improvements & Cultural | | | | | | | | | |
| 16201 · Project Management | 829 | 829 | 0 | 100% | 9,119 | 9,119 | 0 | 100% | 9,948 |
| 16202 · Street Sweeping | 0 | 7,667 | (7,667) | 0% | 60,384 | 84,333 | (23,949) | 72% | 92,000 |
| 16213 · Landscape Maintenance | 1,917 | 2,083 | (166) | 92% | 46,771 | 22,917 | 23,854 | 204% | 25,000 |
| Total Visual Improvements & Cultural | 2,746 | 10,579 | (7,833) | 26% | 116,274 | 116,369 | (95) | 100% | 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 | 100,202 | 113,824 | (13,622) | 88% | 2,338,953 | 2,409,338 | (70,385) | 97% | 2,524,161 |
| Net Ordinary Source of Funds | (92,034) | (113,943) | 21,909 | 81% | 601,105 | 461,999 | 139,106 | 130% | 350,000 |

Montrose Management District
Revenue & Expenditures Total Zone
November 2016

| | Nov 16 | Budget | \$ Over Budget | % of Budget | Jan - Nov 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% | 109,434 | 109,434 | 0 | 100% | 119,382 |
| 17002 · Bridge Lighting Eng Services | 4,530 | 4,550 | (20) | 100% | 31,958 | 32,030 | (72) | 100% | 40,800 |
| 17003 · SPA Engineering Services | 0 | 0 | 0 | 0% | 51,407 | 15,000 | 36,407 | 343% | 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 | 14,479 | 14,499 | (20) | 100% | 990,222 | 910,044 | 80,178 | 109% | 1,569,182 |
| Visual Improve & Cultural - CPF | | | | | | | | | |
| 17100 · Project Management | 7,185 | 7,185 | 0 | 100% | 79,035 | 79,035 | 0 | 100% | 86,220 |
| 17101 · Identity Marker Design Services | 0 | 0 | 0 | 0% | 4,565 | 4,625 | (60) | 99% | 11,700 |
| 17102 · Esplanade Design Services | 115,900 | 0 | 115,900 | 100% | 320,957 | 45,000 | 275,957 | 713% | 45,000 |
| 17103 · Identity Marker Installation | 73,747 | 73,750 | (3) | 100% | 277,784 | 278,179 | (395) | 100% | 425,000 |
| 17104 · Esplanade Installation | 0 | 0 | 0 | 0% | 10,000 | 10,000 | 0 | 100% | 555,000 |
| Total Visual Improve & Cultural - CPF | 196,832 | 80,935 | 115,897 | 243% | 692,341 | 416,839 | 275,502 | 166% | 1,122,920 |
| Total Capital Improvement | 211,311 | 95,434 | 115,877 | 221% | 1,682,563 | 1,326,883 | 355,680 | 127% | 2,692,102 |
| Total Other Use of Funds | 211,311 | 95,434 | 115,877 | 221% | 1,682,563 | 1,326,883 | 355,680 | 127% | 2,692,102 |
| Net Other Source of Funds | (211,311) | (95,434) | (115,877) | 221% | (548,263) | (192,583) | (355,680) | 285% | 0 |
| Planned Reserves | (303,345) | (209,377) | (93,968) | 145% | 52,842 | 269,416 | (216,574) | 20% | 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 | 1,252.50 | X | | X |
| ALLY | Vehicle Lease (2) | | X | | |
| ALLY | Personal Property Taxes | 1,161.16 | | X | X |
| Bankcard Center | Credit Card Expenses | 688.11 | | X | X |
| Bike Houston | Bike Maps | | X | | |
| Blank Rome LLP | Legal Fees | | X | | |
| Bracewell & Giuliani LLP | Legal Fees - General Counsel | 5,825.20 | X | | X |
| Charles Nicholas Promotional Products | Promotion | | X | | |
| Chris Labod | Website Maintenance | 350.00 | X | | X |
| CKP Communication Group LLC | Communication Services | | | X | |
| Comcast | Office Expenses | 210.80 | | X | X |
| Cracked Fox | Graphic Design & Marketing Services | 3,950.00 | X | | X |
| Dennis C. Beedon | Business Ambassador Program Services | 3,151.02 | X | | X |
| Dero Bike Rack Co. | Bike Racks | | X | | |
| e-Vision 1 Productions, LLC | MMD Video Archive | 2,200.00 | X | | X |
| Environmental Design, Inc. | Esplanade Construction | | X | | |
| Equi-Tax, Inc. | Tax Services | 1,795.63 | X | | X |
| Fleet Safety Equipment, Inc. | Patrol Vehicle Equipment Installation | 1,778.00 | X | | X |
| Gandy Squared Lighting Design | Bridge Lighting Design | | X | | |
| Greater East End Management District | Graffiti Abatement Services | 4,480.00 | X | | X |
| Harris County Treasurer | Legal Fees | 5,069.45 | X | | X |
| Hawes Hill Calderon, LLP | Consulting & Admin Fee | 28,998.99 | X | | X |
| Houston Arts Alliance | Syndication Services | | X | | |
| Houston Business Journal | Legal Notices | | X | | |
| Hyde Park United Civic Association | Hyde Park Civic Association Newsletter Ad | 825.00 | X | | X |
| Kafoglis Construction | Bike Racks | | X | | |
| Kudela & Weinheimer | Esplanade Enhancements | 1,120.00 | X | | X |
| Landscape Art, Inc. | Esplanade Enhancements - Phase 1 | 104,309.94 | X | | X |
| Lawrence & Associates | Economic Development | 1,250.00 | X | | X |
| Magoo's Print Shop | Marketing Expenses | 746.80 | X | | X |
| Mark Burton, P.L.L.C. | Annual Financial Report | | X | | |
| McCall, Gibson, Swedlund, Barfoot, PLLC | Audit Expense | | X | | |
| Michael Hardy | Marketing | 1,500.00 | X | | X |
| Minuteman Press - Post Oak | Brochure | | X | | |
| Montrose Car Care Center | Vehicle Maintenance | | | X | |
| Mr. Dirt of Texas | Street Sweeping Expense | 7,104.00 | X | | X |
| Municipal Accounts & Consulting, L.P. | Bookkeeping Fees | 1,490.45 | X | | X |
| Muze Development Partners LLC | Calendar Maintenance | | X | | |
| Neon Electric Corporation | Construction of Identity Markers | 66,372.30 | X | | X |
| Perdue Brandon, Fielder, Collins & Mott | Delinquent Tax Coll | 1,509.36 | X | | X |
| SentiForce | Mobile Camera Program | 2,250.00 | X | | X |
| SMC Logistics | Street Lights | 1,075.00 | X | | X |
| South Main Alliance | SMA Membership Dues | | X | | |
| Steel Branding | Crisis Management Project | 14,000.00 | X | | X |
| Tawny Tidwell | Social Media Consulting Services | 3,500.00 | X | | X |
| Texas State Comptroller | Unclaimed Property | | X | | |
| Texas Municipal League | Insurance Expense | | | X | |
| Texas Workforce Commission | Quarterly SUTA Taxes | | | X | |
| TSG Reporting, Inc. | Public Hearing | 636.93 | | X | X |
| Twisted Mister Promotions | DCB Recycle Event | | X | | |
| TXDOT | Bridge Lighting Project | | X | | |
| United Graphics | Postcards | 5,821.04 | | X | X |
| United States Treasury | Monthly Payroll Taxes | 8,717.30 | | X | 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 | 4,530.00 | X | | X |
| Yellowstone Landscape & Maintenance | Landscape Maintenance | 1,916.66 | X | | X |

Bill date Nov 23, 2018
Services from Nov 28, 2018 to Dec 27, 2018

Your monthly account summary

| | |
|----------------------------------|------------|
| Previous balance | 202.25 |
| Payment - Thank You Nov 04, 2016 | -100.37 or |
| Payment - Thank You Nov 14, 2016 | -101.88 or |
| New charges | |
| XFINITY services | 99.85 |
| Other charges and credits | 0.52 |

\$100.37

Payment due Dec 13, 2018

Amount due

xfinity

Montrose Mgt Dist 2 Acct

Account number
8777 70 318 5398279

For service at:
802 WESTHEIMER RD
POLICE DIST OFFICE
HOUSTON TX 77006-3918

Thanks for choosing XFINITY
from Comcast

Need help?

Visit xfinity.com/customersupport,
use the My Account app, or
call 1-800-934-6489 (1-800-XFINITY)

Ready to pay?

Visit xfinity.com/myaccount or

➔ **Manage your services online or on the go**

Access the one-stop destination to pay your bill and
manage your services. Visit xfinity.com/myaccount or
use the My Account app.

Service updates

See the "additional information" section for upcoming service

Support at your fingertip

The XFINITY My Account app fits into your life,
wherever you go. You can:

- Manage appointments
- Troubleshoot your device
- View or edit your WiFi network name and password

Download the app today at
xfinity.com/apps.



Take the world of XFINITY with you

This holiday season, get the gift of free,
on-the-go access to thousands of shows and
movies, XFINITY WiFi hotspots and more.

Start exploring our on-the-go apps today
at xfinity.com/apps.



Need help? We're here for you.



Visit xfinity.com/customersupport
Call 1-800-934-6489 (1-800-XFINITY)

Billing support

Open 7 am-8 pm, 7 days a week

Technical support

Open 24 hours, 7 days a week

Forgot your email or username?
Go to xfinity.com/myusername

Please notify us within 120 days of the bill
date with any questions on charges billed to
your account.

Find your nearest XFINITY customer service
center location and operating hours at
xfinity.com/stonelocator.

pd w/cx# 5792



Additional payment options



Automatic payment
Sign up at xfinity.com/myaccount



Online
Visit xfinity.com/myaccount



By app
Use the My Account app



By phone
Call 1-800-934-6489 (1-800-XFINITY)

On time, guaranteed

Your time is important, so we're committed to
shorter, 2-hour appointment windows. And if
we're ever late, we'll credit you \$20.

Learn more at xfinity.com/experience.



Account number
8777 70 318 5398279

8777 7032 NO RP 23 1124279 88888888 01 01170 0279

Page 3 of 4

Services from Nov 28, 2018 to Dec 27, 2018

Your new charges in detail

| | |
|----------------------------------|-----------------|
| XFINITY services | \$99.85 |
| XFINITY Internet | |
| Equipment Fee | 9.95 |
| Starter PKG | 89.85 |
| Business Internet | |
| Static IP - 1 | 19.05 |
| Other charges and credits | \$0.52 |
| State Cost Recovery Charge | 0.52 |
| New charges | \$100.37 |

Additional information

Hearing/speech impaired call 711
Your FCC Community Unit is: TX0678

pd w/cx# 5792

Account number
8777 70 318 5398279

8777 7032 NO RP 23 1124279 88888888 01 01170 0279

Page 4 of 4

Services from Nov 28, 2018 to Dec 27, 2018



IT'S TIME FOR THE NEXT LEVEL OF SPEED
Your business can benefit from an Internet speed upgrade.
Call Today 855-869-7159.

Dear Business Owner,

In the past year, did you hire more employees?
Acquire new customers? Transfer more files
into digital storage? Or have you noticed more
employees bringing smart devices to the office?

If you answered "yes" to any of the above, it means
your business has increased data demands. This
means it's time for an Internet speed upgrade.

With faster speeds, you'll be able to upload and
download faster, process transactions faster and
connect with your clients faster. Best of all, in most
cases, we can upgrade your speed remotely without
requiring a service visit.

We're always looking for ways to improve your service
and, since you haven't upgraded recently, we wanted
to reach out. So if you're ready to optimize your
Internet speed, just call 855-869-7159 to get started.

UPGRADE TO FASTER INTERNET

- Faster uploads and downloads
- Speedier file backups
- More bandwidth during peak usage
- Easy upgrade — get it done over the phone

pd w/cx# 5792

COMCAST
BUSINESS
B4B
BUILT FOR BUSINESS™

SCHEDULE YOUR CONSULTATION TODAY.
Call 855-869-7159.

Restrictions apply. Call for details. © 2018 Comcast. All rights reserved.

SAG008

Invoice / Statement No.: AH013240

Customer No.: V00071086

MONTRUSE MANAGEMENT DISTRICT
C/O EXECUTOR DIRECTOR
PO BOX 22167
HOUSTON, TX 77227-2167

Amount Due: 5,059.45

Amount Paid: 54069.45

(Please detach and mail this top portion with payment)

The above amount is for County services. Amounts are due upon receipt of the invoice. If you have any questions, contact Accounts Receivable at 713-755-2160.

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

PO BOX 4001
ACWORTH, GA 30101

000-4062 of MR LHM -AUTO 72 @ 0401 7722-0107

MONTROSE MANAGEMENT DISTRICT
 PO BOX 22167
 HOUSTON, TX 77227-2167

Verizon Wireless News
Save Time Go Online
If you have questions about your bill, or need help with your devices, you can find answers using go.verizon.com/Support. You can also easily access Support through the My Verizon app. Try it today.

Quick Bill Summary

Oct 22 - Nov 21

| | |
|---|-----------|
| Previous Balance (see back for details) | \$165.16 |
| Payments – Thank You | –\$165.16 |
| Balance Forward | \$0.00 |
| Monthly Charges | \$60.00 |
| Usage and Purchase Charges | |
| Data | \$0.00 |
| Service Charges | |
| and Other Charges & Credits | \$0.00 |
| Taxes, Governmental Surcharges & Fees | \$0.00 |
| Total Current Charges | \$60.00 |

Total Charges Due by December 16, 2016 **\$80.08**

pd w/ok #595

| | | |
|----------------|--------------------|---|
| Pay from phone | Pay on the Web | Questions: |
| 408.875.8789 | McLendon@wvnet.edu | 1.603.672.6099 or 781.411.1400 ext. 200 |

MONTROSE MANAGEMENT DISTRICT
PO BOX 22167
HOUSTON, TX 77227-2167

| | |
|----------------|-------------------|
| Bill Date | November 21, 2016 |
| Account Number | 723454983-00001 |
| Invoice Number | 9775741211 |

Total Amount Due by December 16, 2016

Master check payable to Western Express.
Please return this receipt slip with payment.

\$80.08

\$80.08

PO BOX 660108
DALLAS, TX 75266-C108

[J0] [r] [g] [f] [j] [z] [t] [n] [u] [l] [c] [m] [b] [v] [d] [k] [x] [q] [w] [y] [h] [p]

47757412110107234649880000100000008008000000080089

| Invoice Number | Account Number | Date Due | Page |
|----------------|----------------|----------|------|
|----------------|----------------|----------|------|

| Get Minutes Used | Get Data Used | Get Balance |
|------------------|---------------|-------------|
| PLAN - SEND | DATA - SEND | BAL - SEND |

| | |
|---------------------------|-----------|
| Previous Balance | \$165.16 |
| Payments -- Thank You | |
| Payment Received 11/03/16 | -60.00 |
| Payment Received 11/15/16 | -65.00 |
| Total Payments | -\$125.00 |
| Balance Forward | \$0.00 |

pd w/ck #5795

| Invoice Number | Account Number | Date Due | Page |
|----------------|----------------|----------|------|
|----------------|----------------|----------|------|

Summary for Bill Calderon: 713-205-9751

Mobile Broadband 10GB
\$80.00 monthly charge
\$.25 per minute

10GB/\$10/GB
10 monthly gigabyte allowance
\$10.00 per GB after allowance

Have more questions about your charges? Get details for usage charges at www.your.com. Sign into My Verizon.

| | | |
|-----------------------|---------------|---------|
| Mobile Broadband 10GB | 11/22 - 12/21 | 80.00 |
| | | \$88.00 |

| Data | Allowance | Used | Billable | Cost |
|----------------------------------|-----------|--------|----------|------|
| Gigabyte Usage | gigabytes | 10,000 | .060 | --- |
| Total Data | | | | \$20 |
| Total Usage and Purchase Charges | | | | \$20 |

| | |
|---|----------------|
| Starches | |
| Regulatory Charge | .02 |
| Administrative Charge | .06 |
| | \$.08 |
| Total Current Charges for 713-205-8751 | \$20.08 |

pd w/cx#5795

Writer's name, title, and kind of assignment will not be reviewed or changed. Please send correspondence to:
Verizon Wireless Abuse Correspondence Team, P.O. Box 5024, Wallingford, CT 06495

Automatic Payment Enrollment for Account: 723643588-00001 BRIGHTHOUSE MANAGEMENT DISTRICT

By signing below, you authorize VeriSign Wireless to electronically debit your bank account each month for the total balance due on your account. The check you would normally send to pay your Automatic Payment. You will be notified each month of the date and amount of the debit 15 days in advance of the payment. I understand and accept these terms. This agreement does not alter the terms of your service agreement. VeriSign Wireless is not liable for erroneous bill statements or incorrect details to my account. To withdraw your authorization you must call VeriSign Wireless. Check with your bank for any charges.

1. Check this box. 2. Sign name in box below, as shown on the bill and date. 3. Return DTM with your signature. Do not send a voided check.

1. Check this box.
2. Sign name in box below, as shown on the left and date.
3. Return this slip with your payment. Do not send a voided check.



Invoice Number Account Number Date Due Page

97574121-1 17246488-0001 12/28/16 1 of 1

Need-to-Know Information

Customer Proprietary Network Information (CPNI)

CPNI is information made available to us solely by virtue of our relationship with you that relates to the type, quantity, destination, technical configuration, location, and amount of use of the telecommunications and interconnected VoIP services you purchase from us, as well as related billing information. The protection of your information is important to us, and you have a right, and we have a duty, under federal law, to protect the confidentiality of your CPNI.

We may use and share your CPNI among our affiliates and agents to offer you services that are different from the services you currently purchase from us. Verizon offers a full range of services, such as television, telephony, high-speed Internet, video, and local and long distance services. Visit Verizon.com for more information on our services and companies.

If you don't want your CPNI used for the marketing purposes described above, please notify us by phone any time at 800.922.0954, online at www.verizon.com/privacy or through Customer Service at 800.922.0954 from Monday - Friday 7 AM to 11 PM and Saturday - Sunday 8 AM to 6 PM.

Unless you notify us in one of these ways, we may use your CPNI as described above beginning 30 days after the first time we notify you of this CPNI policy. Your choice will remain valid until you notify us that you wish to change your selection. Your decision about use of your CPNI will not affect the provision of any services you currently have with us.

Note: This CPNI notice does not apply to residents of the state of Arizona.

Explanation of Surcharges

Surcharges include (a) a Regulatory Charge (which helps defray various government charges we pay including government number administration and license fees); (b) a Federal Universal Service Charge (and, if applicable, a State Universal Service Charge) to recover charges imposed on us by the government to support universal service; and (c) an Administrative Charge, which helps defray certain expenses we incur, including: charges we, or our agents, pay to third parties for delivering calls from our customers to their customers; fees and surcharges on our network facilities and services; property taxes; and the costs we incur responding to regulatory obligations. Please note that these are Verizon Wireless charges, not taxes. These charges, and what's included, are subject to change from time to time.

Customer Agreement Revision

We updated the My privacy section of our Customer Agreement to reflect that it is your responsibility to notify others that use your wireless device to connect to the internet that we will collect information regarding their device and usage in accordance with our privacy policy. See <https://www.verizonwireless.com/1-800-support/customer-agreement>

pd w/cac#5795



Officer Payroll Report

Print to PDF

Nov-16

| | | | | | | | |
|--------|--------------------|--------|---------|------------|------------|------------|------|
| Nov-16 | Alex, Brian | 21.00 | \$45.00 | \$945.00 | \$0.00 | \$945.00 | 5797 |
| Nov-16 | Arroyo, Juan | 45.00 | \$45.00 | \$2,025.00 | \$0.00 | \$2,025.00 | 5809 |
| Nov-16 | Bess, Richard | 25.00 | \$45.00 | \$1,125.00 | \$0.00 | \$1,125.00 | 5806 |
| Nov-16 | Beserra, Victor | 58.00 | \$45.00 | \$2,610.00 | \$3,500.00 | \$6,110.00 | 5808 |
| Nov-16 | Chavez-Rosendo, Ju | 42.00 | \$45.00 | \$1,890.00 | \$0.00 | \$1,890.00 | 5803 |
| Nov-16 | Dry, Aaron | 76.00 | \$45.00 | \$3,420.00 | \$0.00 | \$3,420.00 | 5796 |
| Nov-16 | Gomez, Francisco | 5.00 | \$45.00 | \$225.00 | \$0.00 | \$225.00 | 5799 |
| Nov-16 | Jacques, Lee | 75.00 | \$45.00 | \$3,375.00 | \$0.00 | \$3,375.00 | 5804 |
| Nov-16 | Laureano, Leon | 50.00 | \$45.00 | \$2,250.00 | \$0.00 | \$2,250.00 | 5805 |
| Nov-16 | Mabasa, Joseph | 120.00 | \$45.00 | \$5,400.00 | \$0.00 | \$5,400.00 | 5801 |
| Nov-16 | Odenhaus, John | 36.00 | \$45.00 | \$1,620.00 | \$0.00 | \$1,620.00 | 5800 |
| Nov-16 | Stark, Charlie | 21.00 | \$45.00 | \$945.00 | \$0.00 | \$945.00 | 5798 |
| Nov-16 | Thibodeaux, Todd | 45.00 | \$45.00 | \$2,025.00 | \$0.00 | \$2,025.00 | 5807 |

| | | | | |
|--------------|----|-------------|------------|-------------|
| Period Total | 13 | \$27,855.00 | \$3,500.00 | \$31,355.00 |
| Grand Total | 13 | \$27,855.00 | \$3,500.00 | \$31,355.00 |

Wednesday, November 30, 2016

Page 1 of 1



Fleet Safety Equipment, Inc.

6525 Goforth St.
Houston, TX 77021

Quote

| Date | Estimate # |
|-----------|------------|
| 11/8/2016 | 14913 |

Name / Address

Montrose Management District Patrol
5020 Montrose
Suite 211
Houston, TX 77006

| P.O. No. | Terms | Rep | Project |
|---|-------------|--------|---------|
| | CREDIT CARD | AN | |
| Description | Your Cost | Total | |
| OF EQUIPMENT AND HARDWARE Dual 2014 jeep and install in to 2017 jeep | 95.00 | 380.00 | |
| myt Graphics with Air Release for a Bubble don | 195.00 | 390.00 | |
| myt Installation | | | |
| Ed | 29.00 | 58.00 | |
| ATION SERVICE FOR THE ABOVE ITEMS. | 95.00 | 950.00 | |
| BY FLEET SAFETY AT FLEET SAFETY. CUSTOMER IS RESPONSIBLE FOR THE TRANSPORTATION OF VEHICLE TO AND FROM FLEET SAFETY EQUIPMENT. | | | |
| vehicles plus customer supplied Equipment | | | |
| w/ OCA# 5809 | | | |

pd w/cac#5809

| | | | | |
|--------------------------------|--------------|-----------------------|--------------------|------------|
| This Quote is Good for 30 Days | | | Subtotal | \$1,778.00 |
| | | | Sales Tax (8.25%) | \$6.00 |
| | | | Total | \$1,778.00 |
| Phone # | Fax # | E-mail | Web Site | |
| 866-829-4900 | 713-842-3045 | lucasm@fletsafety.com | www.fletsafety.com | |



Equi-Tax Inc.

Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com17111 Rolling Creek Drive, Suite 200, Houston, Texas 77060
P. O. Box 73109, Houston, Texas 77273
Customer Service 281.444.3946 fax 281.440.8304

DATE: 12/01/2016

LEGAL DESCRIPTION

HOLLER JOE C
600 TRAVIS ST STE 4200TR5 SA 10 & 12 BLK 9
MONTLEW PLACE

HOUSTON

TX 77002-2929

1824 W MAIN ST 6

MONTROSE MD WEST

ACCOUNT NUMBER: 94/036/222/000/0010
YEAR: 2010
REF No.: 0895148DATE PROCESSED: 12/01/2016
RECEIPT NUMBER: 94000339
DEPOSIT BATCH No.: RP161201

NOTICE OF CHANGE IN ASSESSMENT

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

The explanation of the change is:

| | |
|--|---|
| <input type="checkbox"/> Decrease in Appraised Value | <input type="checkbox"/> Account Prorated |
| <input type="checkbox"/> Exemption(s) Added | <input checked="" 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 type="checkbox"/> Lawuit Cause No.: |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$309.61.

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

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

pd w/cac#5810



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: 12/01/2016

LEGAL DESCRIPTION

HOLZER JOE C
600 TRAVIS SUITE 4200
HOUSTON TX 77002

TRS 7A & 10C BLK 9
MONTLEW PLACE

1828 W MAIN ST 6

MONTROSE MD WEST

ACCOUNT NUMBER: 94/038/222/000/0007
YEAR: 2010
REF No.: 0895142

DATE PROCESSED: 12/01/2016
RECEIPT NUMBER: 94000338
DEPOSIT BATCH No.: RP161201

NOTICE OF CHANGE IN ASSESSMENT

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

The explanation of the change is:

| | |
|--|---|
| <input type="checkbox"/> Decrease in Appraised Value | <input type="checkbox"/> Account Prorated |
| <input type="checkbox"/> Exemption(s) Added | <input type="checkbox"/> Account Deleted |
| <input type="checkbox"/> Homestead | <input type="checkbox"/> Rendition Penalty Waived |
| <input type="checkbox"/> Over 65 | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Disabled Person | |
| <input type="checkbox"/> Disabled Veteran | <input type="checkbox"/> Lawsuit Cause No.: _____ |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$318.09.

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

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

pd w/ck# 5810



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: 12/01/2016

LEGAL DESCRIPTION

JOE C HOLZER
600 TRAVIS SUITE 4200
HOUSTON TX 77002

TRS 7 8 & 10D BLK 9
MONTLEW PLACE

1826 W MAIN ST 6

MONTROSE MD WEST

ACCOUNT NUMBER: 94/038/222/000/0011
YEAR: 2010
REF No.: 0895154

DATE PROCESSED: 12/01/2016
RECEIPT NUMBER: 94000340
DEPOSIT BATCH No.: RP161201

NOTICE OF CHANGE IN ASSESSMENT

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

The explanation of the change is:

| | |
|--|---|
| <input type="checkbox"/> Decrease in Appraised Value | <input type="checkbox"/> Account Prorated |
| <input type="checkbox"/> Exemption(s) Added | <input type="checkbox"/> Account Deleted |
| <input type="checkbox"/> Homestead | <input type="checkbox"/> Rendition Penalty Waived |
| <input type="checkbox"/> Over 65 | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Disabled Person | |
| <input type="checkbox"/> Disabled Veteran | <input type="checkbox"/> Lawsuit Cause No.: _____ |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$336.47.

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

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

pd w/ck# 5810



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: 11/11/2016

LEGAL DESCRIPTION

ALLEN JOSEPH A
218 GLENWOOD DR

LTS 3 & 4 BLK 18
FAIRVIEW

HOUSTON TX 77067-7013

710 PACIFIC ST

MONTROSE MD EAST

ACCOUNT NUMBER: 92/014/070/000/0003
YEAR: 2015
REF No.: 0895120

DATE PROCESSED: 11/11/2016
RECEIPT NUMBER: 92150126
DEPOSIT BATCH No.: RP161111

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 type="checkbox"/> Lawsuit Cause No.: 2015-69455 |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$147.55.

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

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

pd w/ck# 5810



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: 11/11/2016

LEGAL DESCRIPTION

TRAN DUU HOLDINGS LTD
1301 WAUGH DR STE 200

LT 4 BLK 8
ROSEMONT

HOUSTON TX 77019-3907

1301 WAUGH DR

MONTROSE MD WEST

ACCOUNT NUMBER: 94/052/362/008/0004
YEAR: 2014
REF No.: 0895121

DATE PROCESSED: 11/11/2016
RECEIPT NUMBER: 94140545
DEPOSIT BATCH No.: RP161111

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 type="checkbox"/> Lawsuit Cause No.: 2014-67884 |

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$133.58.

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

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

pd w/ck# 5810



Equi-Tax Inc.
Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

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

DATE: 11/09/2016

LEGAL DESCRIPTION

Waugh Retail LTD
1520 Oliver St
Houston TX 77007

RES A1 BLK 1
SAGE WAUGH PROPERTIES

1095 WAUGH DR

MONTROSE MD WRST

ACCOUNT NUMBER: 94/123/695/001/0003
YEAR: 2015
REF No.: 0895086

DATE PROCESSED: 11/09/2016
RECEIPT NUMBER: 94150779
DEPOSIT BATCH No.: RF161109

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 | |

☒ Lawsuit Cause No.: 2015-55639

This action has resulted in a decrease in the amount you owe. Accordingly, we are issuing you a refund in the amount of \$45.26.

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

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

pd w/ck #5813

ABHR

ALLEN BOONE HUMPHRIES ROBINSON LLP

November 17, 2016

MONTROSE MANAGEMENT DISTRICT

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

Client/Matter: MM0000-20
Statement Number: 84390
Billing Attorney: Timothy Austin

Petition for Dissolution

Professional Fees

Fees for services posted through November 11, 2016, as follows:

| Date | Professional | Hours |
|-------------|----------------|--|
| 09/22/16 | Robyn German | Work on Open records request and petition spreadsheet. 1.25 |
| 09/26/16 | Timothy Austin | Work on open records request. 0.50 |
| 09/28/16 | Cheryl Panazzo | Prepare petitions for dissolution of the District for return to Hawes Hill Calderon LLC for filing in the District's records and arrange for transport of same. 0.50 |
| 10/05/16 | Timothy Austin | Draft response regarding open records request. 1.00 |
| Total Fees: | | 1,252.50 |

| | |
|---------------------------------|-------------|
| Total Fees: | \$ 1,252.50 |
| Total Expenses and Other Items: | \$ 0.00 |
| Total Amount Due: | \$ 1,252.50 |

pd w/ck #5814

Allen Boone Humphries Robinson LLP

November 17, 2016

ALLEN BOONE HUMPHRIES ROBINSON LLP

To contact the ABHR Billing Department, please call 713-860-6400 or email at billing@abhr.com

November 17, 2016

MONTROSE MANAGEMENT DISTRICT

Petition for Dissolution

Client/Matter: MMD000-20
Statement Number: 84390
Billing Attorney: Timothy Austin

REMITTANCE PAGE

| | |
|---|------------|
| Fees for services posted through November 11, 2016 | 1,252.50 |
| Expenses and Other Items posted through November 11, 2016 | 0.00 |
| Total Amount Due: | \$1,252.50 |

pd w/ck #5814

Please return this page with your payment to the remittance address below:

Allen Boone Humphries Robinson LLP
PO Box 4346
Department 90
Houston, TX 77210-4346

Checks should be made payable to Allen Boone Humphries Robinson LLP
Please include the invoice number on your check
Total amount payable in U.S. dollars

ally

PO BOX 30002
BLOOMINGTON MN 55438-0002

901960-00256

Date: November 29, 2016

THE MONTROSE MANAGEMENT

PO BOX 22167
HOUSTON TX 77227-2167

RE: Account Number: 611920297691
Vehicle: 2014 GRAND CHEROK
VIN: 1C4KUEAG8EC322596
Taxing Jurisdiction: HARRIS COUNTY COLLECTOR
Personal Property Tax Amount: \$ 580.58
Previous Unpaid PPT Amount: \$ 0.00
TOTAL AMOUNT DUE: \$ 580.58

pd w/ck #5815

Dear THE MONTROSE MANAGEMENT,

Personal Property Tax (PPT) was billed by the locality indicated above and paid on your behalf by Ally. Please use the coupon below and the enclosed envelope to send the total PPT amount due. This amount includes any previous unpaid PPT. This amount will also be reflected in your monthly statement under "Miscellaneous." Please let us know right away if you believe the amount due is incorrect.

Should you have any questions regarding this matter, please contact us.

Sincerely,
Ally Financial

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

PTIE01

Account Number: 611920297691
Customer Name: THE MONTROSE MANAGEMENT

Personal Property Tax Amount: \$ 580.58
Previous Unpaid PPT Amount: \$ 0.00
TOTAL AMOUNT DUE: \$ 580.58

PAYMENT PROCESSING CENTER
PO BOX 78252
PHOENIX AZ 85062-8252

04 02 611 7202 97691 8 00058058 9 7 9

DO NOT SEND CASH OR POST DATED CHECKS. ALL CHECKS MUST BE DEPOSITED UPON RECEIPT. MAKE CHECKS PAYABLE TO ALLY. RETURN THIS SLIP WITH YOUR PAYMENT TO THE ABOVE ADDRESS.



PO BOX 38002
DULUTH, GA 30002

Date: November 29, 2016

THE MONTROSE MANAGEMENT
PO BOX 22167
HOUSTON TX 77227-2167

RE: Account Number: 611920298617
Vehicle: 2014 GRAND CHEROK
VIN: 1C4RJEG5EC348228
Taxing Jurisdiction: HARRIS COUNTY COLLECTOR
Personal Property Tax Amount: \$ 580.58
Previous Unpaid PPT Amount: \$ 0.00
TOTAL AMOUNT DUE: \$ 580.58

Dear THE MONTROSE MANAGEMENT,

Personal Property Tax (PPT) was billed by the locality indicated above and paid on your behalf by Ally. Please use the coupon below and the enclosed envelope to send the total PPT amount due. This amount includes any previous unpaid PPT. This amount will also be reflected in your monthly statement under "Miscellaneous." Please let us know right away if you believe the amount due is incorrect.

Should you have any questions regarding this matter, please contact us.

Sincerely,
Ally Financial

Contact Information: You can reach us by visiting allyauto.com or call 888-975-2559.

PT1E 01

Account Number: 611920298617
Customer Name: THE MONTROSE MANAGEMENT

Personal Property Tax Amount: \$ 580.58
Previous Unpaid PPT Amount: \$ 0.00
TOTAL AMOUNT DUE: \$ 580.58

PAYMENT PROCESSING CENTER
PO BOX 78152
PHOENIX AZ 85062-8252



DO NOT SEND CASH OR POST DATED CHECKS. ALL CHECKS WILL BE DEPOSITED UPON RECEIPT. CHECKS PAYABLE TO ALLY. RETURN THIS COUPON WITH YOUR PAYMENT TO THE ABOVE ADDRESS.

04 02 431 7202 78617 2 0005A058 7 7 1



Chris Labod
2502 Deer Forest Dr
Spring TX 77373
(281) 458-0741

Montrose Management District
5020 Montrose, Suite 311
Houston TX 77006

Invoice

Dec 02, 2016
Invoice # 2016-12-487
Website Maintenance

| Item | hrs / qty | rate / price | taxes | subtotal |
|--------------------------|-----------|--------------|-------|----------|
| MMMD Website Maintenance | 00:00 | \$350.00 | | \$350.00 |

Monthly retainer for Montrose Management District website maintenance

Subtotal \$350.00

Total due by Dec 16, 2016 \$350.00

pd w/ck #587

Bracewell LLP
ATTORNEYS AT LAW

P. O. Box 84866
Dallas, TX 75284-8666
713 223-2200
TAX ID 74-1024827

Remittance Page

December 5, 2016
051914
INVOICE NO: 21667331
04674

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

Please Remit Total Balance Due

\$ 5,825.20

Please Return this Remittance Page with Your Payment

WIRE TRANSFER INFORMATION

Wire to: Bank of America, 901 Main Street, Dallas, Texas
Name on Account: Bracewell LLP
Bank Account No: 001390004197
ABA Number (For Wire Transfers Only): 026009593; (For ACH'S Only): 111000025
For International Wires Also Include:
Swift Code (U.S. Funds): BOFAUS33; Swift Code (Foreign Funds): BOFAUS6S
Please include the invoice number as a reference when sending the wire.

pd w/ck #5810

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



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

Bill To:

Montrose Management District
PO Box 22167
Houston, TX 77227

| Date | Invoice No. | Terms |
|------------------|-------------|--------|
| 12/01/16 | 685 | Net 30 |
| Payments/Credits | Balance Due | |
| \$0.00 | \$3,950.00 | |

| Item | Description | Quantity | Rate | Amount |
|-------------|--|----------|--------|--------|
| marketing | marketing, graphic design and photography, research, meetings and other... for the month of November | | 0.00 | 0.00 |
| Design | Eco. Development brochure | 10 | 75.00 | 750.00 |
| Design | Nikos lighting postcard, cover and brochure | 2 | 75.00 | 150.00 |
| Design | Holiday party postcard and mailer, boost, cover images | 6.2 | 75.00 | 465.00 |
| Design | RE forum podium and presentation boards | 4 | 75.00 | 300.00 |
| Design | RE Forum program | 3.5 | 75.00 | 262.50 |
| Photography | RE Forum | 1 | 350.00 | 350.00 |
| Photography | Nikos Flip the Switch | 1 | 300.00 | 300.00 |
| Design | C&M brochure, mailer with content on back, reversal in-house print | 6 | 75.00 | 450.00 |
| 1 | Branding, Marketing and Research including logo quality assurance in usage and recreation of logos used in district print collateral | 1.0 | 75.00 | 142.50 |
| 2 | Editing, proof reading, and checking for website, information/hyperlink integrity | 1.8 | 75.00 | 120.00 |
| 3 | Meetings, Correspondence, Phone Calls, and Invitations | 1 | 75.00 | 75.00 |
| 4 | Photography: editing, color correction, airbrushing, cropping etc.) for use in web and print collateral. Captioning and Keywording of galleries for district usage and external search engines. Archiving district images to external hard drives, websites, and DVDs for backup. Providing licensing, stock photography, and partner requests and print requests. | 4 | 75.00 | 300.00 |
| Total | | | | |

Thank you for your business

pd w/ck #5818



hello! you have an invoice from:

Cracked Fox

2815 Bermuda Dunes Dr. Missouri City, TX 77459
Roan@CrackedFox.com | 632.364.4012 | www.CrackedFox.com

| Date | Invoice No. | Terms |
|------------------|-------------|--------|
| 10/31/18 | 685 | Net 30 |
| Payments/Credits | Balance Due | |
| \$0.00 | \$3,950.00 | |

Bill To:
Montrose Management District
PO Box 22167
Houston, TX 77227

| Item | Description | Quantity | Rate | Amount |
|-------|--|----------|-------|------------|
| 5 | Social media: Facebook/twitter/pinterest/instagram updates, photogalleries, posting, tagging, creation of cover photos. Backup monitoring of Facebook, with response and interaction with visitors requests/questions. | 1.9 | 75.00 | 142.50 |
| 6 | Print and Web resolution creation of files in proper formats for distribution to printers, web developers, partners and staff. | 1.9 | 75.00 | 142.50 |
| Total | | | | \$3,950.00 |

Thank you for your business

pd w/ck #5818

Page 2



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

INVOICE

Date: Nov/28/2016
Invoice # 45

To:
Gretchen Larson
Director of Economic Development
Montrose Management District
PO Box 22167
Houston 77227-2167
[713] 595.1215

For: Real Estate
AV equip - Video

| DESCRIPTION | QTY | RATE | AMOUNT |
|----------------------------------|------|--------|-------------|
| MMD-Real Estate AV Equipment | 1.00 | 800.00 | \$ 800.00 |
| MMD-Real Estate Video Highlights | 1.00 | 800.00 | 800.00 |
| MMD - Landmarks photos and video | 1.00 | 600.00 | 600.00 |
| pd w/ck #5830 | | | |
| Tax exemption | | | |
| SUBTOTAL | | | \$ 2,200.00 |
| NO SALES TAX @ 8.25% | | | - |
| OTHER | | | |
| TOTAL | | | \$ 2,200.00 |

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

THANK YOU FOR YOUR BUSINESS!

Equi-Tax Inc.

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

Invoice

| DATE | INVOICE # |
|-----------|-----------|
| 12/1/2016 | 50344 |

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



Greater East End Management District
P.O. Box 230099
Houston, TX 77223-0099
713-828-9916
eqi.inco@greatereastend.com

INVOICE

BILL TO
Montrose (HCID#6)
681 Calderon, Executive
Director
HCID #6 (Montrose)
P.O. Box 22161-2167
Houston, TX 77227

INVOICE # 9-100
DATE 11/30/2016
DUE DATE 12/31/2016
TERMS Net 30

| DESCRIPTION | AMOUNT |
|--|------------|
| Roll Management, Billing and Collections | 1,795.63 |
| pd w/ck #5821 | |
| Total | |
| | \$1,795.63 |

| DATE | ACTIVITY | QTY | RATE | AMOUNT |
|------------|---|-----|-------|--------|
| 11/04/2016 | Graffiti Abatement Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 24 | 8 | 80.00 | 640.00 |
| 11/07/2016 | Graffiti Abatement Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 29 | 8 | 80.00 | 640.00 |
| 11/10/2016 | Graffiti Abatement Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 30 | 8 | 80.00 | 640.00 |
| 11/14/2016 | Graffiti Abatement Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 22 | 8 | 80.00 | 640.00 |
| 11/17/2016 | Graffiti Abatement Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 23 | 8 | 80.00 | 640.00 |
| 11/23/2016 | Graffiti Abatement Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 38 | 8 | 80.00 | 640.00 |
| 11/28/2016 | Graffiti Abatement Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 36 | 8 | 80.00 | 640.00 |

pd w/ck #5822

BALANCE DUE \$4,480.00

pd w/ck #5822

<https://connect.intuit.com/portal/module/pdfDoc/template/printframe.html>

12/2/2016

Hyde Park United Civic Association

INVOICE

P. O. Box 66422
Houston, TX 77266-6422

DATE: DECEMBER 1, 2016

TO:
Montrose Management District
Attn: Gretchen Larson
glarson@hchclp.com
Phone: 832-592-2546FOR:
Hyde Park Civic Association Newsletter Ad

| DESCRIPTION | AMOUNT |
|---|----------|
| Newsletter 1/4 page ad for one year: October 2016 to September 2017 | \$825.00 |
| pd w/ck #5824 | |
| TOTAL | \$825.00 |

Please make checks payable to Hyde Park United Civic Association mail to above address.
If you have any questions concerning this invoice, contact Carlos Fernandez, 832-541-9246, carlosforget@aol.com

Thank you for your community support!



INVOICE

BILL TO

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

Project Description: Montrose District Esplanade Enhancements—Ph 1

Services for the Month of October

| INVOICE NUMBER | INVOICE DATE | PAYMENT DUE DATE | OUR PROJECT NO. | BALANCE DUE |
|----------------|--------------|------------------|-----------------|-------------|
| 21125 | Nov 01, 2016 | Dec 01, 2016 | MON-551 | \$4,065.89 |

| Fee Summary | | Previously Invoiced | | Current Invoice | | Remaining |
|-----------------------------|------------|---------------------|---------------|-----------------|--------------------|------------------|
| % | Stipulated | % phase Completed | Amount Billed | % complete | Value of Completed | Amount remaining |
| Schematic Design | 20.00% | 100.00% | \$10,800.00 | 0.00% | \$0.00 | \$0.00 |
| Design Development | 0.00% | 0.00% | \$0.00 | 0.00% | \$0.00 | \$0.00 |
| Construction Documentation | 55.00% | 90.00% | \$26,700.00 | 93.77% | \$1,120.00 | \$1,850.00 |
| Bidding | 5.00% | 100.00% | \$2,700.00 | 0.00% | \$0.00 | \$0.00 |
| Construction Administration | 20.00% | 45.74% | \$4,940.00 | 0.00% | \$0.00 | \$5,860.00 |
| | 100.00% | | \$34,000.00 | 83.84% | \$45,170.00 | 2.07% |
| | | | | | \$1,120.00 | \$7,710.00 |
| Invoice Total: | | | | | | \$1,120.00 |
| Previous Balance: | | | | | | \$4,945.89 |
| Account Balance: | | | | | | \$6,065.89 |

Please make payments to Kudva & Weinheimer. Late payments are subject to penalty fees.

pd w/ck #5825

December 01, 2016

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

Attention: Josh Hawes



LANDSCAPE ARCHITECTURE
SITE PLANNING
URBAN PLANNING
URBAN DESIGN

Principal Office
1100 Old Katy Road
Suite 270
Houston, TX 77024
713.869.6987
713.869.6987 fax

HOUSTON
SAN ANTONIO
www.kandw.com

RE: Landscape Art Pay Request #5
Esplanade Enhancements - Phase 1
MON-252

Attached you will find Pay Request #5 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,

Travis Triola

cc: K&W File

pd w/ck #5826

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

STATE OF TEXAS §
COUNTY OF Galveston §
DATE: 11/18/2016
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 Sign
PROJECT: Montrose Management District Esplanade
Enhancements - Phase I
CUT-OFF-DATE: 11/18/2016
AMOUNT OF PAYMENT: \$104,309.94

Contractor on oath swears that the following statements are true:

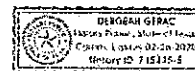
1. Bills Paid. The total of all charges, for and in connection with labor performed and material furnished by Contractor through the Cut-Off-Date, have been paid in full to Contractor.
2. Lien Waiver & Release. Contractor acknowledges complete satisfaction of, and forever waives and releases, all claims 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.

pd w/ok #5826

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 18th day of November, 2016, to certify which witness my hand and seal of office.



Notary Public in and for the
State of Texas

pd w/ok #5826

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

December 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 November, 2016. | \$1,250.00 |
| Total amount due | \$1,250.00 |

Thank you,

Ray C. Lawrence

pd w/ok #5827



INVOICE

Date: 11/17/2016 Invoice #: 16-11044

Bill To:

Montrose District
Email Invoice
PO Box 22167
Houston, TX 77066

| P.O. Number | Customer Contact | Rep | Account # | Terms |
|-------------|------------------|--|-----------|-------------|
| | Gretchen Larsen | | | Net 10 Days |
| | Quantity | Description | | Amount |
| | 150 each | Color 2016 Forum Programs - Real Estate | | 144.00 |
| | 150 each | Redo - Color 2016 Forum Programs - Real Estate | | 144.00 |
| | 1 each | Courtesy Discount on Redo | | -38.50 |
| Ba... | 2 each | Poster - Real Estate Forum | | 120.00 |
| Ba... | 1 each | Podium Sign - Real Estate Forum | | 40.00 |
| Ba... | 2 each | Redo - Posters - Real Estate Forum | | 120.00 |
| Ba... | 1 each | Redo - Podium Sign - Real Estate Forum | | 40.00 |
| | 1 each | Courtesy Discount on Redos | | -32.00 |
| Ba... | 144 each | Name Badges - 2016 Real Estate Forum | | 169.30 |
| | 27 each | Color Table Tests - 2016 Real Estate Forum | | 40.00 |

pd w/ok #5828

Thank you for choosing Magoos! BIN # 20-0544930 **Total \$746.80**

MICHAEL HARDY

848 Roden Street
Houston, TX 77009
281-235-3261
kav.hardy@gmail.com

INVOICE

| Invoice # | DATE |
|-------------|-----------|
| 18 | 12/1/2016 |
| CUSTOMER ID | TERMS |
| N/A | N/A |

BILL TO

Montrose Management District
PO Box 22167
Houston, TX 77227

PAY TO

Michael Hardy
848 Roden St.
Houston, TX 77009

| DESCRIPTION | Date | AMOUNT |
|----------------------------------|-------------|------------------|
| Montrose RE Forum | 11/29/2016 | 500.00 |
| My Montrose David Bushner | 11/02 | 500.00 |
| Annunciation Cathedral Expansion | 11/22 (Wed) | 500.00 |
| Thank you for your business! | | TOTAL \$1,500.00 |

pd w/ ck # 5829

Mr Dirt of Texas (Houston)
3669 Eastex Freeway
Houston, TX 77026
Phone (713)473-2700 Fax (713)473-2701

INVOICE# 6AX00003
INV DATE 10/31/16
ACCOUNT# 229281
DUE DATE UPON RECEIPT

Please remit top portion with payment

MONTROSE MGMT DISTRICT
P O BOX 22167
HOUSTON, TX 77227

AMOUNT YOU
ARE PAYING
Phone# 7,104.00

AMOUNT 7,104.00

MONTROSE
SERVICE ADDRESS: MONTROSE (HOUSTON, TX)

| DATE | LOCATION: MONTROSE | DESCRIPTION | AMOUNT |
|--|--------------------|--------------------------|------------------------------|
| 10/11/16 | 6AX00003 | SWEeping-FLAT MAIN LANES | 775.00 |
| 10/11/16 | TKT#00017765 | SWEeping-FLAT MAIN LANES | 1,775.00 |
| 10/12/16 | 6AX00003 | SWEeping-FLAT MAIN LANES | 775.00 |
| 10/12/16 | TKT#00017771 | SWEeping-FLAT MAIN LANES | 1,775.00 |
| 10/25/16 | 6AX00003 | SWEeping-FLAT MAIN LANES | 775.00 |
| 10/25/16 | TKT# 00017779 | SWEeping-FLAT BIKE LANES | 1,775.00 |
| 10/26/16 | 6AX00003 | SWEeping-FLAT BIKE LANES | 775.00 |
| 10/26/16 | TKT# 00017781 | | |
| Please include the invoice number on your check. There will be a \$50.00 charge on all returned checks. | | | |
| PLEASE NOTE THAT YOUR ACCOUNT HAS A PAST DUE BALANCE | | | |
| INV# 6AX00003 | CURRENT 14,208.00 | 30 DAY 7,104.00 | 60 DAY 90 DAY |
| ACCT# 229281 | | | DATE 10/31/16 PAGE 1 OF 1 |

pd w/ ck # 5830

PLEASE PAY THIS AMOUNT 7,104.00

MUNICIPAL ACCOUNTS
& CONSULTING, L.P.

Montrose Management District
1500 Post Oak Blvd., Suite 1000
Houston, TX 77056

Invoice

| Date | Invoice # |
|-----------|-----------|
| 12/1/2016 | 44898 |

| Description | Amount |
|--------------------------------------|----------|
| Monthly Bookkeeping | 1,125.00 |
| Delivery of documents | 72.50 |
| Personal Payroll | 75.00 |
| Additional Time for Board Meeting | 150.00 |
| Document Review & Retention Services | 116.70 |
| Delivery | 25.14 |
| Copy Services | 37.85 |
| Mileage | 8.10 |
| Mileage | 31.60 |
| Total Reimbursable Expenses | 127.06 |
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pd w/ ck # 5831



LINEARIC ARCHITECTURE
SITE PLANNING
MASTERY PLANNING
URBAN PLANNING
Project Office
1500 Post Oak Blvd
Suite 1000
Houston, TX 77056
TEL 866 8867
TEL 866 8867 FAX

HOUSTON
SAN ANTONIO
WWW.KUDIA.COM

December 05, 2016

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

Attention: Josh Hawes

RE: NEC Signage + Architectural Products Pay Application #002
Construction of Identity Markers
MON-251

Attached you will find Pay Request #002 from NEC Signage + Architectural Products. The amount certified is correct. The retainage and current payment due have been adjusted to reflect accurate amounts, eliminating rounded values. Should you have any questions or require any additional information, please call me at 713-869-6987.

Sincerely,

Travis Triola

cc: K&W File

pd w/ ck # 5832

Owner: Montrose Management District
 5020 Montrose Blvd., Suite 311
 Houston, Texas 77006
 Attention: Mr. Josh Hawes
 Contractor: NEC Signs + Architectural Products
 1122 Laidler Road
 Houston, TX 77039

Contract Information: PAY ESTIMATE NO. 2, December 5, 2016
 Contract Date: March 14, 2016
 Notice to Proceed Date: September 12, 2016
 Contract Calendar Days: 145
 Calendar Days Charged: 84
 Approved Extensions: 61
 Remaining Calendar Days: 81

CONTRACTOR'S APPLICATION FOR PAYMENT

1. Original Contract Amount \$ 542,238.00
 2. Net change by Change Orders \$ 33,860.00
 3. CONTRACT SUM TO DATE \$ 576,128.00
 4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 258,355.00
 5. RETAINAGE:
 a. 10% % of Completed Work (Column D = E on G703) \$ 25,835.50
 b. % of Stored Material (Column F on G703) \$
 Total Retainage (Line 5a + 5b or total in Column I on G703) \$ 25,835.50
 6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 312,719.50
 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 4 Less Line 5 Total) \$ 146,347.20
 8. CURRENT PAYMENT DUE \$ 166,372.30
 9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 5 Less Line 8) \$ 363,406.60

| CHANGE ORDER SUMMARY | | |
|--------------------------------------|-----------|----------|
| Number | Amount | |
| 1 | 12/29/16 | \$16,541 |
| 2 | 8/12/2016 | \$17,340 |
| TOTALS | | \$33,880 |
| Net change by Change Orders \$33,860 | | |

Recommended for Payment:

Kudula & Weinholter
 7155 Old Katy Road, Suite 270
 Houston, Texas 77024

By: Travis Triola
 Date: 12/5/2016

cc: KAW/PW

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNERS: PROJECT: Montrose Identity Markers
 Montrose Management District
 5020 Montrose Blvd. 311
 Houston, TX 77006
 FROM CONTRACTORS: ARCHITECT: Kudula & Weinholter
 NEC Signs + Architectural Products
 7155 Old Katy Road Suite 270
 Houston, TX 77024
 1122 Laidler Rd.
 Houston, TX 77039
 CONTRACT DATE: 12/29/2016
 CONTRACT NO.: 12/29/2016
 APPLICATION NO. 2
 PERIOD TO: 12/29/2016
 ARCHITECT'S: 12/29/2016
 PROJECT NO.:
 CONTRACT DATE: 12/29/2016

CONTRACTOR'S APPLICATION FOR PAYMENT

| CHANGE ORDER SUMMARY | | |
|--------------------------------------|-----------|----------|
| Number | Amount | |
| 1 | 12/29/16 | \$16,541 |
| 2 | 8/12/2016 | \$17,340 |
| TOTALS | | \$33,880 |
| Net change by Change Orders \$33,860 | | |

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 payments received from the Owner, and that current payment shown herein is not due.

CONTRACTOR: *Ching Hsien* Date: 12/29/16

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on a review of the Contractor's Application for Payment and the data supporting the same application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$166,372.30
 (Each application if amount certified differs from the previous application, the amount certified shall be the difference between the two amounts.)

Application is tender for Payment, as shown below, in connection with the Contract Documents. AIA Document G703, is attached.
 1. ORIGINAL CONTRACT SUM \$ 542,238
 2. Net change by Change Orders \$ 33,860
 3. CONTRACT SUM TO DATE (Line 1+2) \$ 576,128
 4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 258,355
 5. RETAINAGE:
 a. 10% of Completed Work (Column D-E on G703) \$ 25,835.50
 b. % of Stored Material (Column F on G703)
 Total Retainage (Line 5a + 5b or total in Column I on G703) \$ 25,835.50
 6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 312,719.50
 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 4 Less Line 5 Total) \$ 146,347.20
 8. CURRENT PAYMENT DUE \$ 166,372.30
 9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 5 Less Line 8) \$ 363,406.60

Date of Taxes: 12/29/16
 Subscribed and sworn to before me this 29th day of December, 2016, at Houston, Texas.
 Notary Public, State of Texas
 My Commission Expires: 07/21/2020
 JERRY L. GARNETT
 12/29/2016

AMOUNT CERTIFIED: \$166,372.30
 (Each application if amount certified differs from the previous application, the amount certified shall be the difference between the two amounts.)
 By: *Ching Hsien* Date: 12/29/2016
 The Contractor certifies that the AMOUNT CERTIFIED is payable only to the Contractor named herein, its successors, assigns, and acceptance of payment is without prejudice to any rights of the Owner as Contractor under this Contract.

AIA DOCUMENT G703 APPLICATION AND CERTIFICATE FOR PAYMENT MAY 1985 Edition
 The American Institute of Architects, 1735 M St., N.W., Washington, DC 20036

pd w/ck #5832

Continuation Sheet

AIA DOCUMENT G703 (Instructions on reverse side) Page 1 of 1 Pages
 All amounts cited, APPLICATION AND CERTIFICATE FOR PAYMENT, containing
 Contractor's signed Certificate is required.
 In testimony whereof, I have signed this Continuation Sheet.
 Use Columns 1-5 to indicate when work is scheduled for the next pay application.

| LINE NO. | DESCRIPTION OF WORK | APPROVED VALUE | DATE COMPLETED | DATE STORED | DATE TO BE PAID | PERCENTAGE | BALANCE TO BE PAID | RETAINAGE |
|----------|------------------------|----------------|----------------|-------------|-----------------|------------|--------------------|-----------|
| 1 | Electrical Service | 75,200.00 | 12/29/16 | 12/29/16 | 12/29/16 | 100% | 75,200.00 | 0.00 |
| 2 | Handpainted Signage | 54,200.00 | 12/29/16 | 12/29/16 | 12/29/16 | 100% | 54,200.00 | 0.00 |
| 3 | CONTRACTOR'S RETAINAGE | 17,200.00 | | | | | | 17,200.00 |
| TOTALS | | 146,600.00 | | | | | | 17,200.00 |

pd w/ck #5832



Invoice

Invoice Number: 18661
 Invoice Date: Dec 1, 2016

Sold To: Montrose Mgmt. c/o Kudula & Weinholter
 Attn: Travis Triola
 7155 Old Katy Rd., Suite 270
 Houston, TX 77024
 713-869-5987

Job Location: Montrose Management District
 Entry signs
 Various locations
 Houston, TX 77024
 713-869-5987

| Customer ID | Customer Contact | Customer P. O. | Job Number | NEC Salesman | Payment Terms |
|----------------|---|----------------|-------------|------------------------|------------------|
| MONTROSE MGMT. | Travis Triola | | | Sherman H. Blank, P.E. | Due Upon Receipt |
| Quantity | Description | Unit Price | Total Price | | |
| 1.00 | Furnished labor, material, and equipment to fabricate entry signage. Schedule of Values attached. | | | | |
| 1.00 | Work Completed this period: | 73,747.00 | 73,747.00 | | |
| 1.00 | Less 10% Retainage: | 7,375.00 | -7,375.00 | | |

Thank you for your business

Subtotal 66,372.00
 Sales Tax
 Total Invoice Amount 66,372.00
 Payment Received
 TOTAL 66,372.00

pd w/ck #5832

PLEASE REMIT PAYMENT TO:
 NEON ELECTRIC CORPORATION
 NEC SIGNAGE + ARCHITECTURAL PRODUCTS
 1122 LAIDLER ROAD
 HOUSTON, TX 77039-2902

PHONE: (281)887-1144
 FAX: (281)887-9443
 necsignsandproducts.com

| | |
|---------|-------------|
| INVOICE | IVC00032925 |
| Type | |
| Date | 11/4/2018 |
| Page | 1 |

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

| Description | Est. Price |
|--|-------------------|
| <p>Professional Services rendered in the collection of delinquent taxes, penalties and interest October 2016</p> <p style="text-align: center;">pd w/ldc #5833</p> | <p>\$1,070.58</p> |
| Total | \$1,070.58 |

[illegible]

pdw/ck#5833

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|-----------|------------|
| INVOICE # | MC00032928 |
| Type | |
| Date | 11/4/2016 |
| Page | 1 |

Montrose Management District E(HCID 5)
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 October 2016 | \$438.78 |
| pd w/ck #5833 | |
| Total | \$438.78 |

[illegible]

pd w/ ck #5833

SENTRIFORCE

a view from above

Invoice

Billing Address

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

| Date | Invoice # | Terms | Rep | Due Date |
|-----------|---|--------|--------|------------|
| 12/1/2016 | 23577 | NET 15 | LC | 12/16/2016 |
| Item | Description | Qty | Rate | Amount |
| RAVEN | RAVEN Video Recording System. SITE: DISCUT UNIT: MONTROSE1 | 1 | 350.00 | 350.00 |
| RAVEN | RAVEN Video Recording System. SITE: BLACKSMITH UNIT: MONTROSE2 | 1 | 350.00 | 350.00 |
| RAVEN | RAVEN Video Recording System. SITE: COCHARA UNIT: MONTROSE3 | 1 | 350.00 | 350.00 |
| RAVEN | RAVEN Video Recording System. SITE: LOJIVIER UNIT: MONTROSE4 | 1 | 350.00 | 350.00 |
| RAVEN | RAVEN Video Recording System. SITE: SPECS UNIT: MONTROSE5 / MONTROSE6 | 2 | 350.00 | 700.00 |
| CONSOLE | Security Camera Video Console | 1 | 150.00 | 150.00 |

pdw lck #5834

Monthly Security Invoice

Make checks payable to SentiForce

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

| | |
|------------------|------------|
| Sales Tax (0.0%) | \$0.00 |
| Total | \$2,250.00 |
| Payments/Credits | \$0.00 |
| Balance Due | \$2,250.00 |

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

smc
Logistics

INVOICE

BILL TO
Josh Hawes
Montrose District
5020 Montrose, suite 311
Houston, TX 77006

INVOICE # 1267
DATE 12/02/2016
DUE DATE 01/01/2017
TERMS Net 30

| ACTIVITY | QTY | RATE | AMOUNT |
|---|-----|----------|----------|
| Tree Pruning Trim 26 trees: 8 oak trees on Montrose Blvd. 2 Tarkos on Sulross st. 5 Tarkos trees and 11 Grape Myrtles on Branard St. Purpose: trim all the trees that are close to the sidewalk for business visibility | 1 | 1,075.00 | 1,075.00 |

BALANCE DUE **\$1,075.00**

pdw lck #5835

steel
BRANDING

Steel Branding
6414 Bee Cave Road, Suite B
Austin, TX 78746 US
steel@steelbranding.com
www.steelbranding.com

Invoice 4175

| DATE | PLEASE PAY | DUE DATE |
|------------|-------------|------------|
| 12/07/2016 | \$11,000.00 | 01/21/2017 |

BILL TO
Montrose Management District

Please detach top portion and return with your payment.

| DESCRIPTION | AMOUNT |
|--|-----------|
| Deposit Invoice for the following services provided by Steel Branding: | 11,000.00 |

Marketing Plan

- Initiation and Continued Project Management
- Information Gathering and Review
- Analysis
- Report
- Closing

Constituent Input

- Development of single survey for online feedback via Survey Monkey platform.
- Use existing database via text only email (initial draft and one round of revisions)
- Collection and analysis of feedback

Archotyping and Positioning for Brand Foundations

- Steel will conduct a facilitated session with key stakeholders
- Deliverable is a presentation of the selected Brand Archetype and Positioning Statement

Messaging Development

- Based on features input from the client, Steel will create a list of 4 Brand Pillars and Key Message(s) by Audience in support of each Pillar
- Includes presentation and one round of client revisions.

Financial Requirements and Terms:

- Invoice will follow agreed upon terms as stated in Service Agreement

TOTAL DUE **\$11,000.00**

THANK YOU.

pdw lck #5836

steel
BRANDING

Steel Branding
6414 Bee Cave Road, Suite B
Austin, TX 78746 US
steel@steelbranding.com
www.steelbranding.com

Invoice 4177

| DATE | PLEASE PAY | DUE DATE |
|------------|------------|------------|
| 12/07/2016 | \$3,000.00 | 01/21/2017 |

BILL TO
Montrose Management District

Please detach top portion and return with your payment.

| DESCRIPTION | AMOUNT |
|--|----------|
| Deposit Invoice for the following services provided by Steel Branding: | 3,000.00 |

Steel will provide crisis management including messaging and press support related to the recent developments with the lawsuit.

- Immediate statement for the Houston Chronicle
- Includes follow-up after initial statement is sent

Drawer statement

- A blanket statement for the Montrose District website to point reporters to as they ask for comment

FAQ Sheet to post on the website

- Includes 10 (ten) questions and answers that will help educate the public and reporters to the facts of the recent movement in the case

Board strategy statement

- This will give the board the agreed upon messaging and strategy

Financial Requirements and Terms:

- Invoice will follow agreed upon terms as stated in Service Agreement

TOTAL DUE **\$3,000.00**

THANK YOU.

pdw lck #5836

Tawny Tidwell
4333 Harby St.
Houston TX 77023

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

Invoice # 0000079
Invoice Date December 1, 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 | 124 | 3,100.00 |
| Website Updates | Switching out slider items, filtering comments, adding events | 25.00 | 7 | 175.00 |
| Writing | Editing Michael's work, writing reposts, adding photos, adding tags, etc. | 25.00 | 9 | 225.00 |
| 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.

pd w/ok #5837

This invoice was sent using FreshBooks

https://tawnytidwell.freshbooks.com/showinvoice?invoiceid=1210762&_alt_domain_cook... 12/1/2016



Worldwide - 24 Hours
(877) 702-9580
www.tsgreporting.com

INVOICE

DATE: 11/22/2016
INVOICE # 110716-460340

Bill To: Linda Clayton
Hewes Hill Calderon, LLP
9010 Long Point Road
Suite 100
Houston, TX 77055

Ship To: Clark Stockton Land Esq.
Bracewell & Gifford LLP
711 Louisiana Street
Suite 2300
Houston, TX 77002

CASE: Montrose Management District - Public Hearing
WITNESS: East Proceedings / West Proceedings
DATE: 11/7/2016
LOCATION: Houston, TX

Billing Comments / Instructions:

| SHIP VIA | Overnight | TERMS | net 30 |
|----------|-----------|-------|--------|
|----------|-----------|-------|--------|

| SERVICES | # PAGES / QTY | UNIT PRICE | AMOUNT |
|--|---------------|------------|----------|
| Original & 1 Certified Transcript | 65 | \$3.95 | \$256.75 |
| Original Transcript - 3 Day Delivery | 85 | \$1.98 | \$168.38 |
| Reporter Appearance Fee / Hour | 1.5 | \$150.00 | \$225.00 |
| Compressed / ASCII / Word Index - Complimentary | 2 | \$45.00 | \$90.00 |
| Exhibits - Scanned & Hyperlinked - B&W | 93 | \$0.10 | \$9.30 |
| File Creation Fee - Hyperlinked Exhibits - Complimentary | 1 | \$45.00 | \$45.00 |
| SUBTOTAL | | | \$810.43 |
| SHIPPING & HANDLING | | | \$17.50 |
| TOTAL | | | \$827.93 |

Please make all checks payable to: TSG Reporting, Inc. Federal ID # 41-2085745
For prompt payment processing, please include this invoice # with your check. All balances in arrears will be assessed a late fee of 1.5% per month, not to exceed the legal limit. If you have any questions, please call TSG.
THANK YOU FOR YOUR BUSINESS!

pd w/ok #5838



Invoice

| Date | Invoice # |
|------------|-----------|
| 11/18/2016 | 22618 |

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 |
|-------------|-----------|--|------------|------------|
| | | | 11/18/2016 | |
| Quantity | Item Code | Description | Price Each | Amount |
| 1 | Print | 2,100 - MMD HOLIDAY DECORATING CONTEST POSTCARDS: 4.25 X 6, COLORS 4/4 ON 100% GLOSS COVER | 296.00 | 296.00 |
| 1 | Mailing | SETUP | 195.00 | 195.00 |
| 2,000 | Mailing | | 0.36 | 748.80 |
| 1 | Print | 500 - 24 PG SELF CYR (MMD ECONOMIC DEVELOPMENT BROCHURE): 11 X 17 TO 8.5 X 11, COLORS 4/4 ON 80% GLOSS TEXT. CUT, FOLD, SADDLE STITCH, TRIM, AND BOX. Out-of-state sale, exempt from sales tax | 2,355.00 | 2,355.00 |
| 1 | Blindry | | 0.00 | 0.00 |
| | | | 0.00% | 0.00 |
| Total | | | | \$3,594.80 |

pd w/ok #5839



Invoice

| Date | Invoice # |
|------------|-----------|
| 11/28/2016 | 22664 |

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 |
|-------------|-----------|---|------------|---------|
| | | | 11/28/2016 | |
| Quantity | Item Code | Description | Price Each | Amount |
| 1 | Print | 150 - COMMUNITY ENGAGEMENT MEETING POSTCARDS: 4.25 X 6, COLORS 4/4 ON 100% GLOSS COVER. CUT | 30.00 | 30.00 |
| 1 | Blindry | Out-of-state sale, exempt from sales tax | 0.00 | 0.00 |
| | | | 0.00% | 0.00 |
| Total | | | | \$30.00 |

pd w/ok #5839



Invoice

| Date | Invoice # |
|------------|-----------|
| 11/23/2016 | 22673 |

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 |
|---------------|-----------|---|------------|------------|
| | | | 11/23/2016 | |
| Quantity | Item Code | Description | Price Each | Amount |
| 1 | Print | 2,100 - ADD COMMUNITY ENGAGEMENT POSTCARDS: 4.25 X 6, COLORS 44 ON 100% GLOSS COVER SETUP | 296.00 | 296.00 |
| 1 | Mailing | | 195.00 | 195.00 |
| 2,080 | Mailing | Out-of-state sale, exempt from sales tax | 0.36 | 748.80 |
| | | | 0.00% | 0.00 |
| pd w/ck #5839 | | | | |
| Total | | | | \$1,239.80 |

United Graphics 5426 North Gessner, Houston, TX 77041 PH: 713.460.3260 FAX: 713.460.4210 [customerservice@unitedgraphics.org]



Invoice

| Date | Invoice # |
|-----------|-----------|
| 12/5/2016 | 22717 |

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 |
|---------------|-----------|---|------------|----------|
| | | | 12/5/2016 | |
| Quantity | Item Code | Description | Price Each | Amount |
| 1 | Print | 1,610 - MMED SPA COMMUNITY ENGAGEMENT POSTCARDS: 4.25 X 6, COLORS 44 ON 100% GLOSS COVER SETUP | 184.00 | 184.00 |
| 1 | Mailing | | 195.00 | 195.00 |
| 1,604 | Mailing | Out-of-state sale, exempt from sales tax | 0.36 | 577.44 |
| | | | 0.00% | 0.00 |
| pd w/ck #5839 | | | | |
| Total | | | | \$956.44 |

United Graphics 5426 North Gessner, Houston, TX 77041 PH: 713.460.3260 FAX: 713.460.4210 [customerservice@unitedgraphics.org]



UNIVERSITY
ST. THOMAS
HOUSTON

INVOICE

November 29, 2016

Montrose Management District

Due Date: December 12, 2016

ATTENTION: Josh Hawes

| MEETING NAME | DATE | START | END | ROOM |
|---|----------|----------|---------|------------------------|
| Montrose Management District Meeting | 12/12/16 | 11:00 am | 1:30 pm | Carol Tatkou Boardroom |
| Room Rental Fee | | | | \$ 75.00 |
| Parking Tokens (25) | | | | \$125.00 |
| Total Due | | | | \$200.00 |

Please remit to:

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

pd w/ck #5840

WALTER P. MOORE

Montrose Management District
PO Box 22187
Houston, TX 77227-2187

Invoice #: 0001611017
Project: MB01500500
Project Name: US88 Arch Bridge Lighting Alkal

Invoice Group: ""
Invoice Date: 11/20/2016

Attention: David Hawes

For Professional Services Rendered through: 11/20/2016

DI Invoiced@MontroseDistrict.org

| | |
|-------------------------|-----------|
| Professional Personnel | 4,530.00 |
| Total Salaries | 4,530.00 |
| Current Invoice | 4,530.00 |
| Max Fee: | 35,500.00 |
| Prior Billings: | 27,450.00 |
| Total Available: | 8,050.00 |
| Total this Invoice | 4,530.00 |
| Amount Due This Invoice | 4,530.00 |

Mark E. Williams

For questions regarding this invoice, please contact Amanda Nunn,
Telephone: 713-630-7300 Email: ANunn@welpmoore.com

pd w/ck #5841



YELLOWSTONE
LANDSCAPES

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

Invoice

Invoice: INV-0000140220
Invoice Date: December 1, 2016

Customer Number: 19712
PO Number:

Bill To:
Monroe Management District
PO Box 22167
Houston, TX 77227

Remit To:
Yellowstone Landscape
PO Box 205742
Dallas, TX 75320-5742

Branch Code: 01.04.020.010
Project Number: 10201183.101
Project Name: Monroe Management District
Property Address:

Invoice Due Date: December 31, 2016
Invoice Amount: \$1,916.66
Month of Service: December 2016

| | | | |
|-------------------------------|---|----------|----------|
| Monthly Landscape Maintenance | 1 | 1,916.66 | 1,916.66 |
|-------------------------------|---|----------|----------|

| | |
|----------------|----------|
| Net Invoice: | 1,916.66 |
| Sales Tax: | 0.00 |
| Invoice Total: | 1,916.66 |

pd w/ck #5842

Yellowstone Landscapes - Central Inc. is licensed by the Structural Pest Control Board of Texas (Lic. #72119) for chemical applications. The board has jurisdiction over individuals licensed under the Structural Pest Control Act, Structural Pest Control Board, 1106 Clayton Ln. #100 L.W. Austin, Texas 78722 (512) 451-7200.

Application in Texas is regulated by the Texas National Commission on Environmental Quality (TCEQ) (MC-178) P.O. Box 13067, Austin, Texas 78711-3067 TCEQ's website is: www.tceq.state.tx.us

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 #: 43015532

Date: 12/6/2016

| DATE | DESCRIPTION | AMOUNT |
|----------------|--|-------------|
| | Professional consulting, administration, marketing & public relations, November 2016 | \$27,634.69 |
| | GIS/mapping, P. Horton, October 2016 | \$226.07 |
| | In-house postage, photocopies, binding, etc., November 2016 | \$796.39 |
| | Agenda posting, Harris County Clerk, 11/9/2016 | \$9.00 |
| | Verizon, 11/20-12/19/2016 | \$51.25 |
| | Verizon, J. Hawes, 50% of shared costs, 11/20-11/19/2016 | \$65.20 |
| | Verizon, G. Larson, 50% of shared costs, 11/20-11/19/2016 | \$95.43 |
| | Reimbursable mileage, parking, tolls, related expenses, as follows: | |
| | L. Clayton, November 2016 | \$14.04 |
| | K. Gonzales, November 2016 | \$106.92 |
| pd w/ ck #5823 | | |

Terms: C.O.D.

Sales Tax: \$0.00

Total Amount: \$28,998.99

Amount Applied: \$0.00

Balance Due: \$28,998.99

Owed As Of: 12/6/2016

| 30 DAYS | 60 DAYS | 90 DAYS | Total Owed |
|---------|---------|---------|-------------|
| | | | \$28,998.99 |

Montrose Management District **In-house Postage, Photocopies, Binding, etc.**

Postage

| Date | Amount |
|--------------|-----------------|
| 11/8/2016 | \$ 4.19 |
| 11/16/2016 | \$ 6.85 |
| Total | \$ 11.04 |

Photocopies @ \$0.15

| Date | Pages | Amount |
|--------------|--------------|------------------|
| 11/8/2016 | 10 | \$ 1.50 |
| 11/11/2016 | 4495 | \$ 674.25 |
| 11/14/2016 | 84 | \$ 12.60 |
| Total | | \$ 688.35 |

Color Photocopies @ \$0.50

| | | |
|--------------|-----|-----------------|
| 11/9/2016 | 138 | \$ 69.00 |
| Total | | \$ 69.00 |

Binding sets @ \$1.00

| Date | Sets | Amount |
|--------------|-------------|-----------------|
| 11/11/2016 | 28 | \$ 28.00 |
| Total | | \$ 28.00 |

Total, all Items

| | |
|-------------------|------------------|
| Postage | \$ 11.04 |
| Photocopies | \$ 688.35 |
| Color Photocopies | \$ 69.00 |
| Binding sets | \$ 28.00 |
| | \$ 796.39 |

pd w/ok #5823



1244924
11/09/2016 PERSONAL
\$9.00 MFR-- NOTICE NTG

MONTROSE MANAGEMENT DISTRICT NOTICE OF MEETING

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

Notice is hereby given that a meeting of the Board of Directors of the Montrose Management District will be held at 12:00 pm on Monday, November 14, 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 October 10, 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 and consider:
 - a. Accept Hearing Examiner's Report and Proposal for Decision for public hearing regarding supplemental assessment roll for the west zone
 - b. Adopt Order Supplementing the Assessment Roll for the west zone; Levying Assessments Against the Property of the Supplemental Assessment Roll for the remainder of the 2016-Year Period; and Setting the Rate of Assessment for the year 2016 for the west zone
 - c. Approve Amended Information Form for the west zone
 - d. Accept Hearing Examiner's Report and Proposal for Decision for public hearing regarding supplemental assessment roll for the east zone
 - e. Adopt Order Supplementing the Assessment Roll for the east zone; Levying Assessments Against the Property of the Supplemental Assessment Roll for the remainder of the 2016-Year Period; and Setting the Rate of Assessment for the year 2016 for the east zone
 - f. Approve Amended Information Form for the east zone
6. Receive update and recommendations from Public Safety Committee.
 - a. Approve renewal of lease for patrol vehicles
7. Receive update and recommendations from Mobility and Visual Improvements Committee.
 - a. Approve small cell tower design standard variance
 - b. Approve proposal for tree trimming
 - c. Approve change order for bridge relighting project
8. Receive update and recommendations from Marketing and Business Development Committee.
 - a. Consider engaging the services of a branding and marketing firm to assist with review of current District Communications Plan and recommend implementation strategies and budget
9. Receive update from Business and Economic Development Committee.
10. Receive Executive Director's Monthly Report.
11. Consider Petition process for reauthorization of the service and assessment plan.
12. 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.
13. Reconvene in Open Session and authorize appropriate action by legal counsel related to executive session.
14. Announcements.
15. Adjourn.

pd w/ok #5823



[Signature]
Executive Director

20 NOV -9 PM 4:12
FILED
CLERK
EXAS

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) 590-1200 at least three business days prior to the meeting so that the appropriate



Invoice Number Account Number Date Due Page

9775627026 919181047-00001 12/14/16 21 of 31

Summary for Montrose Montrose: 832-370-9191**Your Plan**

Nationwide Business Talk 450
\$44.99 monthly charge
450 monthly allowance minutes
\$.25 per minute after allowance

Friends & Family

M2M National Unlimited
Unlimited Mobile to Mobile

UNL Night & Weekend Min
Unlimited OFFPEAK

Pay As You Use Megabyte Data
\$1.99 per megabyte

Beginning on 12/04/08:
08% Access Discount

Have more questions about your charges?
Get details for usage charges at
www.vzw.com/mybusinessaccount

Monthly Charges

| | | |
|------------------------------|---------------|----------------|
| Nationwide Business Talk 450 | 11/20 - 12/19 | 44.99 |
| 08% Access Discount | 11/20 - 12/19 | -3.60 |
| | | \$41.39 |

Usage and Purchase Charges

| Voice | Allowance | Used | Billable | Cost |
|--------------------------|--------------|------|----------|---------------|
| Shared minutes | 450 (shared) | 115 | — | — |
| Mobile to Mobile minutes | unlimited | 1 | — | — |
| Night/Weekend minutes | unlimited | 176 | — | — |
| Total Voice | | | | \$0.00 |

Messaging

| | | | | |
|-----------------------|---|---|---|---------------|
| Text - Sent messages | — | 1 | 1 | .20 |
| Text - Rcv'd messages | — | 7 | 7 | 1.40 |
| Total Messaging | | | | \$1.60 |

Total Usage and Purchase Charges \$1.60**Surcharges**

| | |
|------------------------------|---------------|
| Fed Universal Service Charge | 1.89 |
| Regulatory Charge | .21 |
| Administrative Charge | 1.23 |
| TX Franchise Surchg | .24 |
| Texas Universal Service | 1.16 |
| | \$4.73 |

Taxes, Governmental Surcharges and Fees

| | |
|---------------------------|---------------|
| TX State 911 Fee | .50 |
| TX Equalization Surcharge | .06 |
| TX State Sales Tax-Telco | 2.97 |
| | \$3.53 |

Total Current Charges for 832-370-9191 \$51.25

pd w/ ck #5823



Invoice Number Account Number Date Due Page
9775627026 919181047-00001 12/14/16 13 of 31

Summary for Josh Hawes Josh Hawes: 713-724-3862

Your Plan

Nationwide Business Talk 450
\$44.99 monthly charge
450 monthly allowance minutes
\$.25 per minute after allowance

Friends & Family

M2M National Unlimited
Unlimited Mobile to Mobile

UNL Night & Weekend Min
Unlimited OFFPEAK

Email & Data Unlimited
\$24.99 monthly charge
Unlimited monthly kilobyte

Beginning on 04/26/08:
08% Access Discount

Beginning on 03/24/11:
8% - Feature Discount

1500 MSG Allowance+ UNL IN MSG
\$15.00 monthly charge
Unlimited monthly M2M Text
Unlimited monthly M2M PIX & Video
1500 monthly message allowance
\$.10 per message after allowance

Have more questions about your charges?
Get details for usage charges at
www.vzw.com/mybusinessaccount

Monthly Charges

| | | |
|------------------------------------|---------------|-----------------|
| Nationwide Business Talk 450 | 11/20 - 12/19 | 44.99 |
| 08% Access Discount | 11/20 - 12/19 | -3.60 |
| Email & Data Unlimited | 11/20 - 12/19 | 24.99 |
| 8% - Feature Discount | 11/20 - 12/19 | -2.00 |
| 1500 MSG Allowance+ UNL IN MSG | 11/20 - 12/19 | 15.00 |
| Total Equipment Coverage - Asurion | 11/20 - 12/19 | 9.00 |
| 4G Smartphone Hotspot | 11/20 - 12/19 | 30.00 |
| 8% - Feature Discount | 11/20 - 12/19 | -2.40 |
| | | \$115.98 |

Usage and Purchase Charges

| Voice | Allowance | Used | Billable | Cost |
|------------------|----------------------|------|----------|---------------|
| Shared | minutes 450 (shared) | 105 | — | — |
| Mobile to Mobile | minutes unlimited | 132 | — | — |
| Night/Weekend | minutes unlimited | 12 | — | — |
| Total Voice | | | | \$0.00 |

Messaging

| | | | | |
|-------------------------|--------------------|----|---|---------------|
| Unlimited M2M Text | messages unlimited | 25 | — | — |
| UNL M2M Picture & Video | messages unlimited | 19 | — | — |
| Text, Picture & Video | messages 1500 | 41 | — | — |
| Total Messaging | | | | \$0.00 |

Data

| | | | | |
|----------------|---------------------|-----------|---|---------------|
| Kilobyte Usage | kilobytes unlimited | 5,774,720 | — | — |
| Total Data | | | | \$0.00 |

Total Usage and Purchase Charges
\$0.00

Surcharges

| | |
|------------------------------|---------------|
| Fed Universal Service Charge | 1.89 |
| Regulatory Charge | .21 |
| Administrative Charge | 1.23 |
| TX Franchise Surchg | .24 |
| Texas Universal Service | 1.49 |
| | \$5.06 |

Taxes, Governmental Surcharges and Fees

| | |
|--------------------------------|---------------|
| TX State 911 Fee | .50 |
| TX Equalization Surcharge | .06 |
| TX State Sales Tax-Telco | 3.83 |
| TX State Sales Tax | 3.29 |
| Houston City Sales Tax-Telecom | .61 |
| Houston City Sales Tax | .53 |
| Houston Mta Tax | .53 |
| | \$9.35 |

590/130 39 = \$65.20

pd w/ck #5823

verizon



Invoice Number Account Number Date Due Page

9775627026 919181047-00001 12/14/16 14 of 31

Monthly Charges, continued

Total Current Charges for 713-724-3862

\$130.39

pd w/ c/c #5823



Invoice Number Account Number Date Due Page
 9775627026 919181047-00001 12/14/16 23 of 31

MMD

Summary for Gretchen Larson: 832-392-2546

Your Plan

Nationwide Email & Data 450
 \$84.99 monthly charge
 450 monthly allowance minutes
 \$.25 per minute after allowance

Friends & Family

M2M National Unlimited
 Unlimited Mobile to Mobile

UNL Night & Weekend Min
 Unlimited OFFPEAK

Data MHS CRP Email/4GB
 \$20.00 monthly charge
 4 monthly gigabyte allowance
 \$10.00 per GB after allowance

Beginning on 01/07/09:
 08% Access Discount

Have more questions about your charges?
 Get details for usage charges at
www.vzw.com/mybusinessaccount

50% = 95 ⁴³

Monthly Charges

| | | |
|------------------------------------|---------------|-----------------|
| Nationwide Email & Data 450 | 11/20 - 12/19 | 84.99 |
| 08% Access Discount | 11/20 - 12/19 | -6.80 |
| Data MHS CRP Email/4GB | 11/20 - 12/19 | 20.00 |
| Total Equipment Coverage - Asurion | 11/20 - 12/19 | 9.00 |
| | | \$107.19 |

Usage and Purchase Charges

| Voice | Allowance | Used | Billable | Cost |
|------------------|----------------------|------|----------|---------------|
| Shared | minutes 450 (shared) | 1126 | — | — |
| Mobile to Mobile | minutes unlimited | 445 | — | — |
| Night/Weekend | minutes unlimited | 34 | — | — |
| Total Voice | | | | \$0.00 |

Messaging

| | | | | | |
|-------------------------|----------|---|-----|-----|----------------|
| Text - Sent | messages | — | 51 | 51 | 10.20 |
| Text - Rcv'd | messages | — | 126 | 126 | 25.20 |
| Picture & Video - Sent | messages | — | 38 | 38 | 9.50 |
| Picture & Video - Rcv'd | messages | — | 76 | 76 | 19.00 |
| Total Messaging | | | | | \$63.90 |

Data

| | | | | |
|----------------|-----------------|-------|---|---------------|
| Gigabyte Usage | gigabytes 4.000 | 1.135 | — | — |
| Total Data | | | | \$0.00 |

Total Usage and Purchase Charges

\$63.90

Surcharges

| | |
|------------------------------|---------------|
| Fed Universal Service Charge | 1.89 |
| Regulatory Charge | .21 |
| Administrative Charge | 1.23 |
| TX Franchise Surcharge | .24 |
| Texas Universal Service | 2.71 |
| | \$6.28 |

Taxes, Governmental Surcharges and Fees

| | |
|--------------------------------|----------------|
| TX State 911 Fee | .50 |
| TX Equalization Surcharge | .06 |
| TX State Sales Tax-Telco | 6.97 |
| TX State Sales Tax | 3.67 |
| Houston City Sales Tax-Telecom | 1.11 |
| Houston City Sales Tax | .59 |
| Houston Mta Tax | .59 |
| | \$13.49 |

Total Current Charges for 832-392-2546

\$190.86

pd w/ ck # 5823

[illegible]

EXPENSE REPORT

[illegible]

pd w/c #5823

**HCID 6/11 - MONTROSE DISTRICT
HAWES HILL CALDERON LLP
PATRICK HORTON (GIS/MAPPING)**

EXPENSE DETAIL (HCID 6/11 - MONTROSE DISTRICT)

| DATE | CLIENT | DESCRIPTION | LABOR | COPIES | RESRCE. COST | SIZE (SF) | ITEM TOTAL |
|------------|-----------|--|-------|--------|--------------|-----------|------------|
| 10/19/2016 | G. Larson | Export higher-resolution graphic showing Land Use* | 0.125 | 0 | | | \$0.00 |
| 10/19/2016 | G. Larson | Export higher-res. graphic showing Retail Trade Area* | 0.050 | 0 | | | \$0.00 |
| 10/20/2016 | D. Hawes | Email Map of District Boundary | 0.000 | 0 | | | \$0.00 |
| 10/20/2016 | G. Larson | Create Map of Montrose/Neartown Civic Assoc.* | 0.750 | 1 | 0.16 | | \$0.16 |
| 10/20/2016 | G. Larson | Create Map of Montrose/Neartown Metro Bus Routes* | 0.083 | 0 | | | \$0.00 |
| 10/21/2016 | G. Larson | Create Map of Montrose/Neartown Hou. Bikeplan* | 0.125 | 0 | | | \$0.00 |
| 10/21/2016 | G. Larson | Export higher-resolution graphic showing Drive Time from Montrose/Westheimer Intersection* | 0.042 | 0 | | | \$0.00 |
| 10/24/2016 | G. Larson | Create Map of Montrose/Neartown Traffic Count* | 0.330 | 1 | 0.16 | | \$0.16 |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | * For District Brochure | | | | | |
| | | | | | | | |
| | | TOTAL | 1.505 | 2 | | | \$0.32 |

Rate: \$150/hr \$225.75

78d

226.07

I certify that the above is true and correct to the best of my knowledge:

Robert L. Hard

Patrick L. Horton

Date 11/3/2016

pdw/cr#5823

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

Number 1007
Date 12/1/2016

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 |
|-------------|--------------|--------------|-----------|------------|
| \$2,800.00 | \$0.00 | \$0.00 | \$0.00 | \$2,800.00 |

Dennis C. Beedon

pd w/ck #5819

ROBBIES

REG 11-17-2016 17:08
000058

3 X @2.25
STD KEY T1 \$6.75
TAX-AMT 1 \$6.75
TAX 1 \$0.56
TOTAL \$7.31
CASH \$20.00
CHANGE \$12.69

ROBBIES
ROBBIES KEY
THANK YOU

Keep

Front frozen
- flip switch

Copy.com
1201-F Westheimer
Houston, TX 77006
(713) 528-1201

| Quantity | Line | Price | Discount | Amount |
|----------------|------|-------|----------|--------|
| 150 | | 0.49 | 0.80 | 73.50 |
| COLOR BULK BID | | | | |

| | |
|-----------|-------|
| SUB-TOTAL | 73.50 |
| TAX | 6.86 |
| TOTAL | 79.36 |
| Visa | 79.36 |

| | |
|--------|------|
| CHANGE | 6.00 |
|--------|------|

XXXXXXXXXX3479 XX/XX 054211

Invoice Number : 1000672

Date : 11/11/16 Register #: 3
Time : 11:25 AM Employee #: 86

Thank you.
...

Wate = 5020



Hometown Grocer. Hometown Team.

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

| | | |
|-------------|----|--------|
| OZRK WATER | <+ | 2.89 F |
| OZRK WATER | <+ | 2.89 F |
| TAX | | 0.00 |
| *** BALANCE | | 5.78 |
| CASH | | 6.00 |
| CHANGE | | 0.22 |

TOTAL NUMBER OF ITEMS SOLD = 2
11/10/16 11:14am 243 6 125 102

JOIN KROGER PLUS & BEGIN SAVING TODAY
YOU COULD HAVE SAVED \$0.80 MORE.

THANK YOU FOR SHOPPING KROGER!
Now Hiring - Apply Today!
jobs.kroger.com
www.kroger.com

731
79.36
5.78
67.02

pd w/ck #5819

Walgreens

#03157 3317 MONTROSE BLVD
HOUSTON, TX 77006
713-520-7777

298 3223 0022 12/01/2018 11:05 A

1/E BLACK GALLERY FRAME 8X10
04902263932 A 19.98
2 @ 9.99
RETURN VALUE 9.99 ea
PHOTOFINISHING 473467 A 7.98
RETURN VALUE 7.99

SUBTOTAL 27.96
SALES TAX A=8.25% 2.31

TOTAL 30.27
CASH 40.00
CHANGE 9.73

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# 0315-7223-2236-1812-0103



POINT BALANCE 200
POINTS TO \$5 REWARD 4000
BALANCE REWARDS ACCT # *****7711

Get the flu shot that helps provide
a lifesaving vaccine to a child in need.
Get a Shot. Give a Shot.® It's that easy.
Learn more at the pharmacy.

How are we doing?
Enter our monthly sweepstakes for
\$3,000 cash

Visit
WWW.WALGREENSLISTENS.COM

or call toll free
1-800-219-7451

within 72 hours to take a short
survey about this Walgreens visit

SURVEY#
0315-7223-223

PASSWORD
6161-1290-326

For contest rules, see store or
WWW.WALGREENSLISTENS.COM

Walgreens

#03157 3317 MONTROSE BLVD
HOUSTON, TX 77006
713-520-7777

325 9283 0021 11/29/2016 10:

H/E CARLTON PEWTER FRAME 8X10
04902263938 A 25.98
2 @ 12.99
RETURN VALUE 12.99 ea

SUBTOTAL 25.98
SALES TAX A=8.25% 2.14

TOTAL 28.12
CASH 30.00
CHANGE 1.88

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# 0315-7219-2838-1611-2903



POINT BALANCE 200
POINTS TO \$5 REWARD 40
BALANCE REWARDS ACCT # *****771

Get the flu shot that helps provide
a lifesaving vaccine to a child in need.
Get a Shot. Give a Shot.® It's that easy.
Learn more at the pharmacy.

How are we doing?
Enter our monthly sweepstakes for
\$3,000 cash

Visit
WWW.WALGREENSLISTENS.COM

or call toll free
1-800-219-7451

within 72 hours to take a short
survey about this Walgreens vi

SURVEY#
0315-7219-283

PASSWORD
8161-1290-326

For contest rules, see store
WWW.WALGREENSLISTENS.COM

Walgreens

#03157 3317 MONTROSE BLVD
HOUSTON, TX 77006
713-520-7777

295 5339 0071 11/29/2016 10:09 AM

INTERNET PHOTO 473451 A 7.98
RETURN VALUE 7.98

SUBTOTAL 7.98
SALES TAX A=8.25% 0.66

TOTAL 8.64
CASH 20.00
CHANGE 11.36

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# 0315-7715-3397-1611-2903



POINT BALANCE 200
POINTS TO \$5 REWARD 4000
BALANCE REWARDS ACCT # *****7711

Get the flu shot that helps provide
a lifesaving vaccine to a child in need.
Get a Shot. Give a Shot.® It's that easy.
Learn more at the pharmacy.

How are we doing?
Enter our monthly sweepstakes for
\$3,000 cash

Visit
WWW.WALGREENSLISTENS.COM

or call toll free
1-800-219-7451

within 72 hours to take a short
survey about this Walgreens visit

SURVEY#
0315-7715-339

PASSWORD
7161-1290-326

For contest rules, see store or
WWW.WALGREENSLISTENS.COM

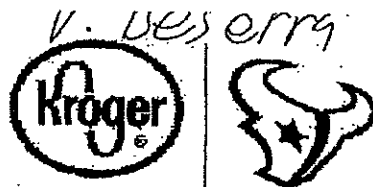
pd w/ck#5819

MMD Security
November 2016

\$480.00

Victor Beserra
V. Beserra

V. Beserra
SPLASH HAND CAR WASH # 2
2203 S. SHEPHERD DR
HOUSTON TX 77019
713-525-5151



Hometown Grocer. Hometown Team.

1938 W. GRAY
713-521-1909
Your cashier was Mark

| | | |
|----|--------------------------------|----------------|
| MR | SHELL GC | 25.00 |
| GB | *****6837 | 25.00 Binc |
| | KROGER PLUS CUSTOMER | *****5155 |
| MR | SHELL GC | 25.00 |
| GB | *****6829 | 25.00 Binc |
| MR | SHELL GC | 25.00 |
| GB | *****8890 | 25.00 Binc |
| MR | SHELL GC | 25.00 |
| GB | *****8882 | 25.00 Binc |
| | TAX | 0.00 |
| | *** BALANCE | 100.00 |
| | US DEBIT Purchase | |
| | *****3519 - C | |
| | REF#: 000000 | TOTAL: 100.00 |
| | PURCHASE: 100.00 | CASHBACK: 0.00 |
| | AID: A000000980840 | |
| | TC: 4316ECE274EF3327 | |
| | VERIFIED BY PIN | |
| | DEBIT | 100.00 |
| | CHANGE | 0.00 |
| | TOTAL NUMBER OF ITEMS SOLD = | 0 |
| | 11/23/16 05:28pm 355 31 53 452 | |

REPRINT

CHANGE RECEIPT

Terminal ID: 01201548 2811
11/11/16 12:02 PM
MASTERCARD - INSERT
AID: A0000000041010
ACCT #: *****2383

CREDIT SALE

UID: 631625711275 REF #: 3339
BATCH #: 380 AUTH #: 068072
AMOUNT \$30.00

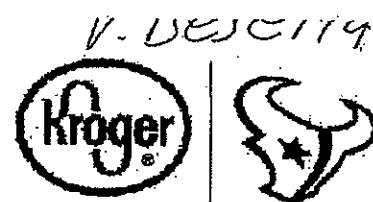
pd w/ ck # 5808



Hometown Grocer. Hometown Team.

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

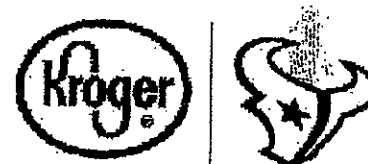
| | | |
|----|--------------------------------|----------------|
| MR | SHELL GC | 25.00 |
| GB | *****6137 | 25.00 Binc |
| MR | SHELL GC | 25.00 |
| GB | *****6129 | 25.00 Binc |
| | KROGER PLUS CUSTOMER | *****5155 |
| MR | SHELL GC | 25.00 |
| GB | *****6103 | 25.00 Binc |
| MR | SHELL GC | 25.00 |
| GB | *****6095 | 25.00 Binc |
| MR | SHELL GC | 25.00 |
| GB | *****6079 | 25.00 Binc |
| MR | SHELL GC | 25.00 |
| GB | *****6111 | 25.00 Binc |
| | TAX | 0.00 |
| | *** BALANCE | 150.00 |
| | US DEBIT Purchase | |
| | *****3519 - C | |
| | REF#: 000000 | TOTAL: 150.00 |
| | PURCHASE: 150.00 | CASHBACK: 0.00 |
| | AID: A000000980840 | |
| | TC: A6258E812C006230 | |
| | VERIFIED BY PIN | |
| | DEBIT | 150.00 |
| | CHANGE | 0.00 |
| | TOTAL NUMBER OF ITEMS SOLD = | 0 |
| | 11/30/16 04:02pm 243 5 248 913 | |



Hometown Grocer. Hometown Team.

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

| | | |
|----------------------|-------------------------------|----------------|
| KROGER PLUS CUSTOMER | *****5155 | |
| MR | SHELL GC | 25.00 |
| GB | *****4234 | 25.00 Binc |
| MR | SHELL GC | 25.00 |
| GB | *****4226 | 25.00 Binc |
| | TAX | 0.00 |
| | *** BALANCE | 50.00 |
| | US DEBIT Purchase | |
| | *****3519 - C | |
| | REF#: 000000 | TOTAL: 50.00 |
| | PURCHASE: 50.00 | CASHBACK: 0.00 |
| | AID: A000000980840 | |
| | TC: 2A9BA59CE6F5C7F8 | |
| | VERIFIED BY PIN | |
| | DEBIT | 50.00 |
| | CHANGE | 0.00 |
| | TOTAL NUMBER OF ITEMS SOLD = | 0 |
| | 11/22/16 12:11pm 243 5 83 350 | |



Hometown Grocer. Hometown Team.

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

| | | |
|----|-------------------------------|----------------|
| MR | SHELL GC | 25.00 |
| GB | *****1131 | 25.00 Binc |
| MR | SHELL GC | 25.00 |
| GB | *****5541 | 25.00 Binc |
| | KROGER PLUS CUSTOMER | *****5155 |
| MR | SHELL GC | 25.00 |
| GB | *****5558 | 25.00 Binc |
| MR | SHELL GC | 25.00 |
| GB | *****5566 | 25.00 Binc |
| | TAX | 0.00 |
| | *** BALANCE | 100.00 |
| | US DEBIT Purchase | |
| | *****3519 - C | |
| | REF#: 000000 | TOTAL: 100.00 |
| | PURCHASE: 100.00 | CASHBACK: 0.00 |
| | AID: A000000980840 | |
| | TC: 4407F28F66DB35AB | |
| | VERIFIED BY PIN | |
| | DEBIT | 100.00 |
| | CHANGE | 0.00 |
| | TOTAL NUMBER OF ITEMS SOLD = | 0 |
| | 11/11/16 08:16am 243 6 55 102 | |

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

AGENDA MEMORANDUM

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

6. Receive an update from the Public Safety Committee.



MONTROSE MANAGEMENT DISTRICT

Memorandum

TO: Montrose District Board of Directors
FROM: Deputy Executive Director
DATE: Monday, December 5, 2016
SUBJECT: Public Safety & Security Committee Meeting Minutes

The Public Safety and Security Committee met on Monday, December 5, 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 and Lane Llewellyn

Contractors and guests present: Officer Leon Laureano, Houston Police Department, and Captain Darrin Lewis, Metro Police Department.

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 October, 2016

For the month of November 2016, patrols netted 42 arrests, with 3 felonies and 34 misdemeanors. There were 192 calls for service, 232 self-initiated actions, 1,575 BMV report cards issued, and 1,360 Crime Prevention brochures distributed. See attached report for additional details.

Discuss ongoing or new public safety issues in the District

The committee discussed the influx of homeless and panhandlers in the District and issues of Kush.

Shift Period: Nov-16
Total Hours Worked: 619:00
Total Miles Driven 2,211

Crime Arrest Activity

| | |
|----------------------|----|
| Felony Arrests: | 3 |
| Misdemeanor Arrests: | 34 |
| Charges Filed: | 14 |
| Suspects in Jail: | 42 |

Patrol Activity

| | |
|--------------------|------|
| Calls for Service: | 192 |
| Self-Initiated: | 232 |
| Incident Reports: | 13 |
| Accident Reports | 0 |
| Locations Checked: | 1494 |

Field Activity

| | |
|-------------------|------|
| Parking Tickets: | 0 |
| Citations: | 0 |
| BMV Report Cards: | 1575 |
| Crime Prevention: | 1360 |
| 311 Calls | 7 |

Warrants

| | |
|-----------------------|----|
| Felony Warrants: | 3 |
| Misdemeanor Warrants: | 0 |
| City Warrants: | 17 |
| SETCIC Warrants: | 0 |

Arrest Summary

Shift Period Nov-16

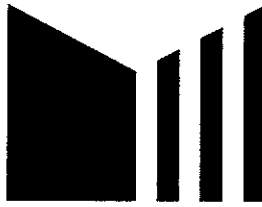
| Charge | # of Arrests |
|--|--------------|
| Assault | 1 |
| Assault on a Public Servant | 1 |
| Burglary of a Habitation | 1 |
| City Warrants | 4 |
| Consumption of Alcohol on an Unlicensed Premise. | 1 |
| Criminal Trespass | 3 |
| Evading Arrest | 3 |
| Felony P.C.S. Warrant | 1 |
| Felony Theft | 1 |
| Felony Theft Warrant | 1 |
| Felony Warrant | 1 |
| Possession of Marijuana | 1 |
| Public Intoxication | 21 |
| Theft | 2 |
| 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

7. Receive an update and recommendations from the Mobility and Visual Improvements Committee.
 - Consider Change Order No. 2 from Landscape Arts



MEMORANDUM

TO: Montrose Management District Board of Directors
FROM: Josh Hawes
DATE: Monday, December 5, 2016
SUBJECT: Mobility and Visual Improvements Committee Meeting

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

Montrose Management District Board of Directors Claude Wynn, Lane Llewellyn, and Robert Jara attended the meeting. Also in attendance were consultants Lee Anne Dixon (Walter P Moore), Travis Triola (Kudela & Wienheimer), and Lance Gandy (Gandy² Lighting Design). Staff in attendance was Josh Hawes, Don Huml and Kristen Gonzales. Also in attendance was Robin Holzer.

1. Call Meeting to Order.

The meeting was called to order at 11:00 am.

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. The plan is expected to be presented to the Planning Commission on the 19th.

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 has been completed. ID marker have begun installation and will be completed by or before mid-January. The ID Marker lighting will be activated when the bridge lights are activated. Each ID Marker is tested before installation.

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 been completed and lights have been installed. Testing of the lights will begin the week of 12-12-16 with a go live date of January 23rd.



7155 Old Katy Road
Suite 270
Houston, Texas 70024

P 713.869.6987
F 713.869.0908

PROJECT: Montrose Esplanades & Identity Markers

Field Report: 008

DATE: 12-05-2016

By: Travis Triola

COPIES: Montrose, K&W File

Weather: Heavy Rain, Cold

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 Billed By Contractor - \$288,861.49
 - i. Pay Application #1 - \$23,826.38
 - ii. Pay Application #2 - \$45,930.59
 - iii. Pay Application #3 - \$53,083.27
 - iv. Pay Application #4 - \$61,711.31
 - v. Pay Application \$5 - \$104,309.94 (submitted this month)

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 - 78
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 - \$212,719.50
 - i. Pay Application #1 - \$146,347.20
 - ii. Pay Application #2 - \$66,372.30 (submitted this month)

B) Schedule

1. Identity Markers
 - a. All ID markers fabricated
 - b. Foundations and Electrical Panels installed
 - c. Electrical bores and unistrut foundations ongoing
1. Friday 12/9/16
 - a. First marker going in at West Dallas/Montrose





AIA® Document G701™ – 2001

Change Order

| | | |
|--|---|--|
| PROJECT (Name and address): | CHANGE ORDER NUMBER: 002 | OWNER: <input type="checkbox"/> |
| Montrose Management District | DATE: 12-05-2016 | ARCHITECT: <input checked="" type="checkbox"/> |
| Esplanade Enhancements - Phase I | | CONTRACTOR: <input checked="" type="checkbox"/> |
| TO CONTRACTOR (Name and address): | ARCHITECT'S PROJECT NUMBER: MON-252 | FIELD: <input type="checkbox"/> |
| Landscape Art, Inc. | CONTRACT DATE: 02-08-2016 | OTHER: <input type="checkbox"/> |
| 2303 Dickinson Ave | CONTRACT FOR: Construction of Esplanade Enhancements | |

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

- 1) NTP 4/4, but did not get plans or COH permit until 5/2 (29 day delay)
- 2) Onsite 5/12-5/17
 - a. Project Delayed due to revision of 800 & 900 Lovett (49 day delay)
- 3) Onsite 7/5-8/4
 - a. Project delayed due to lack of water meters (applications sent to MMD 4/26, returned 8/1, in our hands 8/3)- (30 day delay)
 - b. Took 3 weeks for COH to send work orders to Mickie Services and 1 week to install
- 4) Onsite 9/2-9/28
 - a. Project delayed due to MM Live Oaks needing to be installed, delaying irrigation & Blackstar installation (44 day delay – irrigation, Blackstar only)
- 5) Gulf Coast Pavers onsite 9/26-9/30
 - a. Paver installation on hold because of concerns in installation methods not holding up over time (22 day delay, included in above 44 day delay; effecting Hardscape)
- 6) Gulf Coast Pavers resumed work 11/4

The delay days above total 152 plus the initial 120 contract days means we have until 1/1/17 to complete the project.

| | |
|--|---------------|
| The original Contract Sum was | \$ 603,984.00 |
| The net change by previously authorized Change Orders | \$ -99,340.91 |
| The Contract Sum prior to this Change Order was | \$ 504,643.09 |
| The Contract Sum will be unchanged by this Change Order in the amount of | \$ 0.00 |
| The new Contract Sum including this Change Order will be | \$ 504,643.09 |

The Contract Time will be increased by One Hundred Fifty Two (152) days.

The date of Substantial Completion as of the date of this Change Order therefore is 1/1/2017

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Kudela & Weinheimer

ARCHITECT (Firm name)

7155 Old Katy Road, Suite 270

ADDRESS

BY (Signature)

Travis Triola

(Typed name)

DATE

12/05/16

Landscape Art, Inc.

CONTRACTOR (Firm name)

2303 Dickinson Avenue

ADDRESS

BY (Signature)

J.H. Williams

(Typed name)

DATE

OWNER (Firm name)

ADDRESS

BY (Signature)

(Typed name)

DATE

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 and recommendations from the Marketing and Business Development Committee.

- Consider an agreement with Steel Branding and Marketing for services related to public relations, marketing, and branding services



PROJECT ESTIMATE

Client: Montrose Management District

Contact: Gretchen Larson

Job #: TBD

Date: December 2, 2016

Description

Steel Branding will provide crisis management including messaging and press support related to the recent developments with the lawsuit. Deliverables will include:

- Immediate statement for the Houston Chronicle
 - Includes follow-up after initial statement is sent
- Drawer statement
 - A blanket statement for the Montrose District website to point reporters to as they ask for comment
- FAQ Sheet to post on the website
 - Includes 10 (ten) questions and answers that will help educate the public and reporters to the facts of the recent movement in the case
- Board strategy statement
 - This will give the board the agreed upon messaging and strategy

Scope will include up to one (1) round of revisions.

Total: 30-38 hours @ \$200/hour \$6,000- \$7,600 + 10% expenses

Approval:

Signature below signifies approval of the above scope.

David Hawes

Date

Financial Requirements and Terms:

- A 50% deposit (applied to the hours at the end of the job) is required before work can begin.
- Progressive billing occurs up to twice a month.
- Payment terms are net 30 days, and outstanding balances are subject to interest for late payment.
- Complete payment is due prior to final delivery of recommendations (for a consulting project), art files delivery, or going live with an online project.
- In the event of a client's desire to change direction or input after the inception of a project, clients may be presented with an estimate change order. If the client approves the estimate change order, work will go forward, and the client will be billed the sum of the original estimate plus any approved estimate change orders.
- Additional rounds of revisions will be billed at \$200/hour.
- Any hard costs (e.g. photography usage fees, printing, media, mailing/calling list purchases, etc.) are pre-billed and pre-paid by the client.
- Price does not include applicable taxes. Certification is required for tax exemption.

SERVICE AGREEMENT

This Service Agreement (this "Agreement") is entered into on _____ of December 2016 (the "Effective Date") by and between the Montrose Management District, a municipal management district and a body politic and a political subdivision of the State of Texas, created under the authority of Article XVI, Section 59 of the Texas Constitution and operating under and governed by the provisions of Chapters 49 and 54, Texas Water Code, as amended (the "Owner"), and Steel Branding, (the "Contractor").

RECITALS

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

I.

SERVICES

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

II.

COMPENSATION

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

Caryn Adams
Municipal Accounts & Consulting, L.P.
1300 Post Oak Blvd., Suite 1600
Houston, TX. 77056
Direct: 713-366-3065
Fax: 713-629-6859
Cadams@municipalaccounts.com
www.municipalaccounts.com

with a copy also sent to the Executive Director:

David Hawes – Dhawes@hhcllp.com

Payment shall be made within forty-five (45) days of the approval of Contractor's invoice by the Owner. Interest shall not be paid on service invoices. Contractor will invoice for work completed and/or consulting hours spent during the prior billing period. Back-up documentation required with invoice will be agreed upon in the written proposal or service order. Upon submitting invoice with back-up documentation, the amount billed by Contractor will be reviewed by the Owner for approval and all undisputed amounts shall be paid to Contractor in accordance with this Section.

III.

GENERAL CONDITIONS

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

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

Section 3.03. Hold Harmless.

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

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

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

Section 3.06. Regulatory Requirements. All work will be done in strict compliance with all applicable city, county, state and federal rules, regulations and laws and any codes which may apply to the Services being provided. Contractor will obtain all permits and licenses required to perform the Services and will be responsible for securing inspections and approvals of its work from any authority having jurisdiction over Contractor's Services.

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

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

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

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

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

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

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

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

Section 3.15. Waiver. No waiver or waivers of any breach or default by a party hereto of any term, covenant or condition or liability hereunder of performance by the other party of any duty or

obligation hereunder will be deemed a waiver thereof in the future, nor will any such waiver or waivers be deemed or construed to be a waiver of subsequent breaches or defaults of any kind, character or description, under any circumstances.

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

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

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

[EXECUTION PAGE FOLLOWS]

Exhibit A

This estimate includes the following services to be provided by Steel Branding:

Marketing Plan

- Initiation and Continued Project Management
 - Background research
 - Creation of initial project timeline, schedule and work plan
 - On-boarding session for the teams to meet and review project scope, timing, deliverables, goals and success measures
 - Go over the communications plan with Client team
 - Weekly status meetings and project status reports
 - Continued progress updates and schedule updates
- Information Gathering and Review
 - Conduct meetings with committee members
 - Generate conference report of findings from interviews
 - Gather information: existing communications materials, message dissemination strategies, measurement tools and processes, media content
 - Review gathered information/Q&A
 - Gather and review published industry benchmarks
 - Identify and interview key media contacts
 - Pull reports from media monitoring service (media and social), as applies
- Analysis
 - Strengths, weaknesses, opportunities, threats
 - Relative financial benefit and priorities
 - New tactical ideas for reaching goals
 - Recommendations for improving branding, messaging, tactics and processes
- Report
 - Findings Report summary presentation in PowerPoint
 - Initial presentation to main point of contact
 - Up to two rounds of revisions to final Findings Report
 - Presentation to Group Stakeholders
- Closing
 - Archiving
 - File transition to client
 - Contract closing
- Cost: \$12000

The above scope of work includes up to 80 hours of services at our consulting rate of \$150/hr.

Constituent Input

- Development of single survey for online feedback via Survey Monkey platform.
- Use existing database via text only email (initial draft and one round of revisions)
- Collection and analysis of feedback

- Cost \$5000

****Does not include:** Purchase of list, promotion of survey or incentives to participants. These can be added for an additional hard cost and administration fee.

Archotyping and Positioning for Brand Foundations

- Steel will conduct a facilitated session with key stakeholders to determine which of the 12 brand archetypes best fits and gather input on Positioning Statement
- Deliverable is a presentation of the selected Brand Archetype and Positioning Statement
 - Extended description on the selected Brand Archetype
 - Four message pillars
- Cost: \$2000

Messaging Development

- Based on features input from the client, Steel will create a list of 4 Brand Pillars and Key Message(s) by Audience in support of each Pillar
- Includes presentation and one round of client revisions.
- Cost: \$3000

Total: \$22,000 + 10% expenses

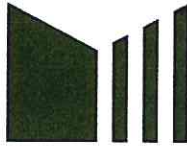
The above estimate will be further refined and detailed after completion of the on-boarding.

Owner:

David Hawes, Executive Director, Montrose District

Contractor:

Kirsten Cutshall, President, Steel Branding



Social Media Report

TWITTER:

| | |
|--|-------|
| Number of total tweets from November 01-November 30: | 97 |
| Increase in Followers for November 2016: | 193 |
| Total Followers: | 8,434 |

Twitter Activity Overview



FACEBOOK:

| | |
|------------------------------|---|
| Total number of 'likes': | 20,421 (Up from 19,997 in October 2016) |
| Total page views this month: | 104,543 |
| Total page views in October: | 150,098 |

Facebook Activity Overview



Top 5 Posts:

| | |
|---------------------------------------|-------|
| Montrose Center Senior Living Project | 4,608 |
| Bridge Lighting Update: | 2,815 |
| MMD Article on Boutique Apartments | 2,609 |
| Flip the Switch Party Flyer | 2,587 |
| Ramen Tastu-Ya Is Coming to Montrose | 2,231 |

Twitter



Our top tweet for November 2016 is to the right. As you can see, people love information on traffic and bridge updates, and will share widely. This tweet received six retweets, five faves, and earned 7,022 impressions.

Below the tweet is our Twitter activity summary for November. We received 1,232 profile visits, which is great because it gives people an opportunity to clickthrough to our website and to see our pinned tweet (currently a bridge update.)

We also got quite a few new followers this month thanks to retweets and conversations with our followers.

Top Tweet earned 7,022 impressions

The Dunlavy St bridge will be closed for electrical work starting tomorrow, 11/11! See the rest of our update here: bit.ly/2cRz81z

 6  5

NOV 2016 SUMMARY

Tweets

97

Tweet impressions

68.3K

Profile visits


1,232

Mentions


64

New followers

181


The Montrose District
 Published by Tawny Tidwell [?] · November 3 at 10:20am · 🌐

Check out this cool community-centered project from [The Montrose Center!](#)



The Montrose Center Hopes to Open LGBT Seniors Housing Facility in 2018

"When I toured Triangle Square, I was convinced Houston had the resources to make a similar LGBT residential facility happen."

OUTSMARTMAGAZINE.COM

4,068 People Reached

182 Reactions, Comments & Shares

| | | |
|------------|-------------|--------------|
| 146 Like | 111 On Post | 35 On Shares |
| 19 Love | 14 On Post | 5 On Shares |
| 1 Haha | 0 On Post | 1 On Shares |
| 1 Wow | 1 On Post | 0 On Shares |
| 7 Comments | 6 On Post | 1 On Shares |
| 8 Shares | 3 On Post | 5 On Shares |

189 Post Clicks

| | | |
|---------------|----------------|------------------|
| 0 Photo Views | 79 Link Clicks | 110 Other Clicks |
|---------------|----------------|------------------|

Facebook

Our most popular share this month is above. **4,068 people saw the post.** It also received 189 clicks. As you can see it also received 182 reactions. Our reach this month was down, but that tends to happen at this time of year as people take vacations, travel, and spend time with family. December will also likely see depressed reach, and we will return to our regular levels after January.

We also received the comment below complimenting us for our fast and helpful responses on one of our posts:



Maxine Baker Wow, seems like Montrose is the place to live. I wish my neighborhood or "district" was responsive like this! Lol
[Like](#) · [Reply](#) · [Message](#) · 12 hrs



The Montrose District Thanks, Maxine! We do what we can to keep residents informed. 😊
[Like](#) · [Reply](#) · Commented on by Tawny Tidwell [?] · Just now

Statistics

| Key Article | Facebook Reach | Twitter Reach | Clicks (Total) |
|------------------------------|----------------|---------------|----------------|
| Bridge Lighting Closures | 2,815 | 12,500 | 513 |
| My Montrose: David Buehrer | 838 | 17,000 | 80 |
| Community Engagement Meeting | 878 | 14,500 | 22 |
| Holiday Decorating Contest | 463 | 9,800 | 5 |

*we tweet important articles multiple times to increase their reach

Newsletter Open Rate for October: 34.3% (compare to industry average 19%)

Board Update Email Open Rate (avg): 32%

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 an update from the Business and Economic Development Committee.

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

10. Receive the Executive Director's Monthly Report.

MONTROSE MANAGEMENT DISTRICT

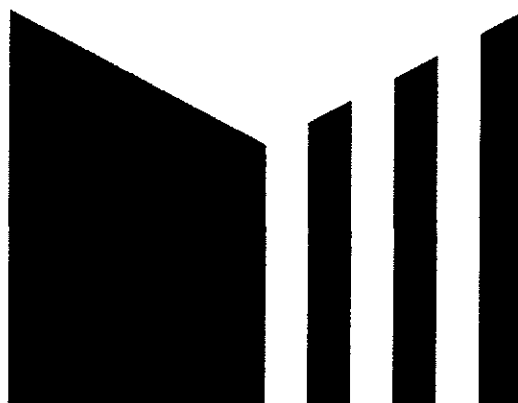
SERVICE PLAN

MONTHLY REPORT

November 14 – December 12, 2016

COMMITTEE ACTIVITY

STAFF ACTIVITY



COMMITTEE ACTIVITY

Mobility and Visual Improvements Committee

The committee met on December 5.

Finance Committee

The committee met on December 12.

Public Safety Committee

The committee met on December 5.

PR, Marketing and Business Relations Committee

The committee did not meet.

Business and Economic Development Committee

The committee did not meet.

STAFF ACTIVITY

November 14 – December 12, 2016

PR, Marketing and Business Relations Committee

The Marketing and Business Relations committee has not met since the November board meeting however, the committee chair and staff met with the team at Steel Branding to discuss next steps in the branding and marketing review process. The completed agreement is on the board agenda for ratification as was approved at the November board meeting.

Staff shared a variety of project updates with the HOA/Civic Association database including an esplanade enhancement and the bridge painting and relighting project. We also coordinate a number of meetings with area businesses to promote their holiday events and special offers.

Yucatan Taco Stand is our host for the December 15th Holiday Business Mixer, at which, the winners of the holiday decorating contest will be announced. The judges for this year will be -

Patricia Moore, Prosperity Bank, Ana Sanchez, WG Dental and Kati Castellano, Manager, Yucatan Taco Stand. As of this report we have 10 businesses registered and will make an additional push to get more this week and early next.

Business Ambassador Program

The BA conducted limited visits as we worked on projects related to year end wrap up and planning for the Bridge Relighting ceremony slated to take place on **January 23 from 6 to 8 pm**. We are working with TxDOT and city staff to close the Dunlavy Bridge for the event. Marketing materials, including sponsorship opportunities are in development. Staff is also coordinating b-roll and photos with ABC-13 for coverage of the bridge lighting and the ID markers as we move closer to the kick-off.

The BA also assisted with set up and coverage for the Community Engagement Meeting held on December 7 at the multi-purpose center on West Gray. Over 40 folks were in attendance and the information on the projects was well received given the feedback provided to staff.

PR, Marketing, Web and Social Media

See attached report.

Finance Committee

The committee met on December 12th 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.

Parking and mobility improvements being planned for Montrose

By [Nancy Sarnoff](#)

November 16, 2016



Photo: Melissa Phillip, Staff

It takes a special event like Cigna Sunday Streets to clear lower Westheimer of traffic.

Residents and visitors for years have complained about parking and mobility in the popular Montrose neighborhood, arguably ground zero for Houston's urban restaurant and bar scene.

Solutions are in the works, the city's chief development officer, Andy Icken, told members of the Montrose Management District on Wednesday during the group's annual Real Estate Forum.

City and Montrose officials have been discussing the need for better parking management - including the creation of a special parking area - that could result in shared parking garages, sidewalk and signage improvements, and expansion of security surveillance into neighborhoods.

"We've heard over and over again how parking is short in the Montrose area, how, in fact, there is a need for more public parking," Icken said.

The city also has special parking areas in the Texas Medical Center and Greenway Plaza.

Still, the Montrose plan has experienced pushback from residents concerned about overflow parking near their homes.

As of now, the proposed area is along Westheimer from Mandell to Taft and along Montrose Boulevard from Hyde Park to Harold.

Icken said the map is not set in stone, and he encouraged stakeholders to discuss the plan. He cited an open house meeting to be held at the Metropolitan Multi-Service Center on Dec. 7.

The city is also studying mobility along the lower Westheimer corridor and its impact on pedestrians and businesses.

The stretch of roadway along Westheimer from Montrose to Main, including Elgin, has been slated for improvements through ReBuild Houston, an infrastructure improvement program funded by a fee on sewer bills. After a nine-month study is complete, the city will release a "preferred roadway design" for lower Westheimer.

The city is also holding a series of public meetings to discuss visions for improving the area.

At the management district's event, held at the nearby Hotel ZaZa, Icken also addressed the tax increment reinvestment zone created at the end of last year for the Montrose neighborhood.

In these zones, a portion of property tax revenue is set aside and the funds can be spent on improvements within the area. Some of the money goes to schools and toward affordable housing.

A simple way to describe them, Icken said, are "homeowners associations with resources."

The city made a change in the program this year by requiring zones to send more money back to City Hall to cover increases in the costs of fire, police and other basic city services.

"What City Council passed this year is a mechanism that every TIRZ is paying their fair share of city public service costs," Icken said.

Houston has 27 TIRZs that cover almost 17 percent of the city's geography. The program received \$171 million in 2015.

CREATION OF TIRZ 27

TIRZ 27 was approved in December 2015 for the Montrose area. Updates on how the TIRZ will be utilized to improve Montrose were presented by Andy Icken, chief development officer of the Houston mayor's office, at the 4th Annual Real Estate Forum on "The Future of Lower Westheimer, TIRZ 27 and Special Parking Area" Nov. 16 at Hotel ZaZa.



Montrose will soon get new signage, median designs and bridge lighting as part of a visual enhancement project to prepare for the 2017 Super Bowl.

Icken called TIRZ 27 a "grassroots effort," and said the city was inundated with ideas and thoughts on how to improve Montrose. Among other things, Icken said that city officials have "begun a dialogue" based on a petition they received to create a special parking area in Montrose.

"We've heard over and over again that Montrose is short in the parking area," Icken said.

A tentative plan recommends solutions such as promoting construction of parking garages, budgeting for sidewalks and signage, and the expansion of security surveillance into neighborhoods, Icken said.

Other areas in Houston that have special parking areas include the Galleria area, Greenspoint and the medical center. But compared to those areas, Montrose is far more inundated with residential development than any of the three aforementioned areas, Icken said. That presents a unique challenge in developing a designated parking area.

Further specifics of the parking area weren't provided.

TIRZ 27 will also be utilized to facilitate the development and redevelopment of affordable housing, Icken said.

"That was not required, but desired," Icken said. He said the desire related to the fact that "one would like to have mixed-use housing throughout the community."

Icken laid out the cost projections for authorized projects and project costs within TIRZ 27, though the specifics of the projects weren't provided.

Four cost categories associated with TIRZ 27 were presented.

- Regarding corridor improvements including roadways, bike lanes, sidewalks, intersections, associated utilities, street lights, street trees, transit support, and other rights-of-way enhancements, **project and non-project costs** were listed at **\$108,594,133**.
- Regarding workforce and affordable housing, **project costs** were listed at **\$33,600,00**.
- Regarding parks, open spaces, recreational facilities and cultural amenities, **project costs** were listed at **\$4,830,000**.
- Regarding administration, **project costs** were listed at **\$7,314,405**.
- Regarding total zone project costs, **project costs** were listed at **\$168,338,538**, and **non-project costs** were listed at **\$ 23,143,800**.

When a TIRZ is formed for an area, property taxes are frozen at the rate they were in the year the TIRZ was created. The additional taxes collected each year are directed to the TIRZ for infrastructure improvements that encourage development in the district.



MONTROSE
DISTRICT

*Show us your Holiday Spirit, and you could
Win some Jingle for your pocket along the way!*



HOLIDAY *Decorating Contest!*

To nominate a Montrose business, register your own,
see judging criteria, rules, or boundary maps visit:

MontroseDistrict.org/HolContest

MontroseDistrict.org | [fb/MontroseDistrict](https://www.facebook.com/MontroseDistrict) | [@MontroseHTX](https://twitter.com/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

11. Discuss 1620 Hawthorne LTD vs the Montrose Management District.