HOBBY AREA MANAGEMENT DISTRICT



HOBBY AREA DISTRICT

Agenda and Agenda Materials Meeting of the Board of Directors

October 8, 2015



HOBBY AREA DISTRICT

HARRIS COUNTY IMPROVEMENT DISTRICT NUMBER NINE (HOBBY AREA MANAGEMENT DISTRICT MEETING)

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

Notice is hereby given that a regular meeting of the Board of Directors of the Hobby Area Management District will be held on Thursday, October 8, 2015, at 1:00 PM in the Doubletree Hilton Hobby - 8181 Airport Blvd, Houston, TX 77061, inside the boundaries of the District, open to the public, to consider, discuss and adopt such orders, resolutions or motions, and take other direct or indirect actions as may be necessary, convenient, or desirable with respect to the following matters:

AGENDA

- 1. Determine quorum; call to order.
- 2. Receive public comments.
- 3. Approve minutes of meeting held September 10, 2015.
- 4. Receive Assessment Collection Report.
- 5. Receive Bookkeeper's Report and approve invoices for payment.
- 6. Consider proposal from Belt Harris Pechacek to perform FY2015 audit.
- Receive update and recommendations from Environmental, Urban Design and Mobility Committee.
 - a. Consider engaging services of UpArt Studios for COH approved Mini-Mural Electrical Box Project, at an estimated budget of \$35,000.
- 8. Receive update from the Business & Economic Development Committee.
- 9. Receive update and recommendations from Public Safety Committee.
 - a. Consider District Mobile Security Camera Policy.
- 10. Receive Executive Director's monthly report on actions/initiatives in support of the District's Service Plan.
- 11. Adjourn.



(D) On Haves

Executive Director

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

HOBBY AREA MANAGEMENT DISTRICT (HARRIS COUNTY IMPROVEMENT DISTRICT NUMBER 9) CITY OF HOUSTON HARRIS COUNTY, TEXAS

AGENDA MEMORANDUM

TO:

Hobby Area Management District Board of Directors

FROM:

Executive Director

SUBJECT:

Agenda Item Materials

3. Approve minutes of the meeting held September 10, 2015.

MINUTES OF THE MEETING OF THE HOBBY AREA MANAGEMENT DISTRICT BOARD OF DIRECTORS

September 10, 2015

DETERMINE QUORUM; CALL TO ORDER.

The Board of Directors of the Hobby Area Management District held a regular meeting on Thursday, September 10, 2015, at 1:00 p.m. in the Doubletree Hilton Hobby, 8181 Airport Blvd., Houston, Texas 77061, inside the boundaries of the District, open to the public, and the roll was called of the duly appointed members of the Board, to-wit:

Position 1 -	Danny Perkins, Chairman	Position 7 -	Marjorie Evans
Position 2 -	Helen Bonsall, Vice-Chair	Position 8 -	Joe Edd Nelson
Position 3 -	Todd Szilagyi	Position 9 -	Darryl Bailey
Position 4 -	Perry J. Miller	Position 10 -	Vic J. Zachary
Position 5 -	Ann Collum	Position 11 -	Alberto Cardenas
Position 6 -	Sue De Haven, Secretary		

and all the above were present, with the exception of Directors Bonsall, Szilagyi and Miller, thus constituting a quorum. Also present were David Hawes, Josh Hawes, Gretchen Larson, Linda Clayton, Jerry Lowry and Eoles Whitaker, all with Hawes Hill Calderon, LLP; Clark Lord, Bracewell & Giuliani; Jack Roland, Roland Fry & Warren; Jeff Sonnheim, Equi-Tax, Inc.; and Mario Ramirez, Hobby Business Ambassador. Others attending the meeting were William McNabb and Jesse Sampson, both with S.E.A.L. Security; Brian Walker, Signature Flight Support; and Annamarie Saavedia, Scenic Houston. Chairman Perkins called the meeting to order at 1:05 p.m.

RECEIVE PUBLIC COMMENTS.

There were no public comments.

APPROVE MINUTES OF MEETING HELD AUGUST 13, 2015.

Upon a motion duly made by Director Cardenas, and being seconded by Director Bailey, the Board voted unanimously to approve the Minutes of the August 13, 2015, Board meeting, as presented.

RECEIVE ASSESSMENT COLLECTION REPORT.

Mr. Sonnheim presented the Assessment Collection Report, included in the Board agenda materials. He reported 98% collected on the 2014 assessments and 46 unsettled accounts. Mr. D. Hawes reported receipt of the preliminary 2015 values with an approximate increase of 11.64%. No action from the Board was required.

1:11 p.m. Director Perry Miller arrives at meeting.

RECEIVE BOOKKEEPER'S REPORT AND APPROVE INVOICES FOR PAYMENT.

Mr. Roland presented the Bookkeeper's Report and went over invoices, included in the Board agenda materials. Upon a motion duly made by Director Collum, and being seconded by Director DeHaven, the Board voted to accept the Bookkeeper's Report and approved payment of invoices, as presented. Director Miller abstained.

APPOROVE FY2014 FINANCIAL AUDIT REPORT.

Mr. D. Hawes reported the FY2014 Financial Audit Report had been amended with requested changes and was included in the Board agenda materials. Upon a motion duly made by Director Collum, and being seconded by Director DeHaven, the Board voted unanimously to approve the FY2014 Financial Audit Report, as presented.

RECEIVE UPDATE FROM THE ENVIRONMENTAL, URBAN DESIGN AND MOBILITY COMMITTEE.

Mr. D. Hawes provided an update on the Broadway enhancement project. He reported the City is on target and currently on schedule for completion in 2016. Ms. Saavedia provided handouts on Scenic Houston's cash flow projection and provided an update, a copy is attached as Exhibit A. Mr. D. Hawes reported the Livable Centers Committee had met and made amendments to the draft Livable Centers Study Request for Proposals, a copy is attached as Exhibit B. He reported Clark Condon is at 50% review on drawings for the Broadway enhancement project. There was general discussion regarding TxDOT and the maintenance issue on the I-45 corridor. There was general discussion regarding vagrancy issues in the District along I-45. No action from the Board was required.

RECEIVE UPDATE FROM THE BUSINESS & ECONOMIC DEVELOPMENT COMMITTEE.

Ms. Larson reported the Committee is in preliminary planning for the State of District event. She reported the Business Ambassador did 50 visits since the last meeting with 33 visits completed. Mr. Brian Walker, new manager of Signature Flight Support, was introduced. There was general discussion regarding providing a letter in support from the District on the Botanical Gardens. No action from the Board was required.

RECEIVE UPDATE FROM THE PUBLIC SAFETY COMMITTEE.

Mr. Whitaker provided an update on public safety initiatives in the District. The SEAL Incident Report, for August 2015, was handed out, a copy is attached as Exhibit C. Mr. J. Hawes updated the Board on the County Attorney nuisance program. No action from the Board was required.

RECEIVE EXECUTIVE DIRECTOR'S MONTHLY REPORT ON ACTIONS/INITIATIVES IN SUPPORT OF THE DISTRICT'S SERVICE PLAN.

Mr. D. Hawes reported staff would be working with Committees on the FY2016 budget in the upcoming months. He answered questions from Director Cardenas regarding an outreach program to the top ten payers of assessments in the District. Director Cardenas asked whether there was a registry of the District's vendors, contracts, and request for proposal process as to when issued and expired. Mr. D. Hawes reported a spreadsheet would be provided at the next Board meeting. There was general discussion regarding the District's legal fees. No action from the Board was required.

ADJOURN.

There being no further business to come before the Board, Chairman Perkins adjourned the meeting at 1:51 p.m.



Secretary	

List of Exhibits:

- A. Scenic Houston cash flow projection report for Broadway project
 B. Livable Centers Study, draft request for proposals
 C. SEAL Incident Report, August 2015

HOBBY AREA MANAGEMENT DISTRICT (HARRIS COUNTY IMPROVEMENT DISTRICT NUMBER 9) CITY OF HOUSTON HARRIS COUNTY, TEXAS

AGENDA MEMORANDUM

TO:

Hobby Area Management District Board of Directors

FROM:

Executive Director

SUBJECT:

Agenda Item Materials

4. Receive the Assessment Collection Report.

HARRIS COUNTY IMPROVEMENT DISTRICT NO. 9 ASSESSMENT COLLECTION REPORT

September 2015

BILLING AND COLLECTION SUMMARY FISCAL YEAR

01/01/15 - 12/31/15

YEAR	RATE	TOTAL LEVY	COLLECTIONS	RECEIVABLE	% COLLECTED
2014	0.15000	\$1,536,380.07	\$1,508,883.53	\$27,496.54	98%
2013	0.15000	\$1,359,312.25	\$1,348,737.02	\$10,575.23	99%

Current Month Activity

Revenue:	Current Month	Year to Date
2014 Assessment Collected	-3,062.36	1,258,234.16
2013 Assessment Collected	197.15	2,426.82
Penalty & Interest	754.75	26,857.48
Overpayments	0.00	3,438.14
CAD Lawsuits	6,552.52	46,195.73
CAD Corrections	0.00	0.00
Collection Fees	878.94	17,280.44
Court Fees _	0.00	0.00
Total Revenue	5,321.00	1,354,432.77
Overpayments Presented for Refund	5,631.11	49,895.12
Overpayments Applied to Assessment	0.00	0.00

ASSESSED VALUE FOR 2014: ASSESSED VALUE FOR 2013:

1,039,096,667 920,723,792 Uncertified: Uncertified:

0

Assessment Collection Account: Wells Fargo, Account No. 3402018257

ASSESSMENT PLAN PROJECTIONS

	CURRENT	PROJECTED LEVY	COLLECTIONS	CUMULATIVE	10 YEAR
YEAR	RATE	2%	@ 95%	COLLECTIONS	AVERAGE
2013	0.15000	1,359,312	1,291,347	\$1,348,737.02	····
2014	0.15000	1,386,498	1,317,174	\$1,508,883.53	
2015	0.15000	1,414,228	1,343,517		
2016	0.15000	1,442,513	1,370,387		
2017	0.15000	1,471,363	1,397,795		
2018	0.15000	1,500,791	1,425,751		
2019	0.15000	1,530,806	1,454,266		
2020	0.15000	1,561,422	1,483,351		
2021	0.15000	1,592,651	1,513,018		****
2022	0.15000	1,624,504	1,543,279		**
		14,884,090	16,997,506		1,488,40

The Projected Levy is based on the rate remaining at 0.15000

Prepared by: Equi-Tax Inc.

Collector for the District

HARRIS COUNTY IMPROVEMENT DISTRICT NO. 9

	-	September 2015				
PROPERTY OWNER	ACCOUNT NOS	FOP TEN ASSESSMENT PAYERS SITUS	PROPERTY TYPE	VALUE	ASSESSMENT	
BROADWAY POST PARTNERS LLC	0402390000108	8750 BROADWAY ST #222 77061	MULTI-FAMILY	40,000,000	60,000.00	
8205 SANTA MONICA BLVD STE 298	1141750000001	8955 BROADWAY ST #222 77001	MOELI-LVINIEL	40,000,000	: 00,000.00	
WEST HOLLYWOOD CA 90046-5967	0402390000101	8200 BROADWAY ST #224 77061			£	
VVEST HOLLT VVOOD CA 90046-5967	1097860000001	8751 BROADWAY ST #224 77061	2 T Mg			
The company of the same that t	1097860000001	7900 MORELY ST #292 77061			to go and and go to the state of the graph page.	
The control of the co	1097860000002	8801 GLENCREST ST #322 77061	i com months and a common and a			
	1097870000007	8900 GLENCREST ST #208 77061			1	
	1097870000007	8950 GLENCREST ST #208 77061		mentakan kala dari dari dari dari dari dari dari dar		
natural el Primerio de la compansión de la	1141690000001	8915 BROADWAY ST #200 77061			<u></u>	
	0402390000100	8601 BROADWAY ST #380 77061				
WW. 7 ALLEMAN	10402390000100	8001 BRUADWAY ST #380 77061		,		
ALMEDA-ROWLETT RETAIL LLC	1260630010010	10009 ALMEDA GENOA RD 77075	RETAIL CENTER	28,543,387	42,815.08	
900 TOWN AND COUNTRY LN STE 210	1260630010006	10025 ALMEDA GENOA RD 77075			12,01010	
HOUSTON TX 77024-2229	1260630010005	10013 ALMEDA GENOA RD 77075				
	1260630010002	0 MINNESOTA ST 77075				
4*************************************	1260630010001	0 GULF FWY				
ATRIUM FINANCE II LP	0342030040003	9100 GULF FWY 77061	HOTEL	20,230,064	30,345.10	
MARRIOT HOBBY	0342030020130	9100 GULF FWY 77061				
4243 HUNT RD	0342030020118	9100 GULF FWY #287 77017				
BLUE ASH OH 45242-6645					}	
POWELL ELECTRICAL SYSTEMS LLC	1193970010001	7232 AIRPORT BLVD 77061	MANUFACTURING	17,591,087	26,386.63	
8550 MOSLEY RD				11,001,001	;	
HOUSTON TX 77075-1116						
CENTER AMERICA PROPERTY TRUST LP	1254930010002	10235 ALMEDA GENOA RD 77034	RETAIL CENTER	17,050,000	25,575.00	
3901 BELLAIRE BLVD	1254930010002	10235 ALMEDA GENOA RD 77034	INCIAIL VENTER	17,050,000	. 20,075.00	
HOUSTON TX 77025-1100	,1254950010001	10220 ALMEDA GENOA RD 11034	The manufacture of the state of	:		
VIVA PROPERTIES LLC	0971580000001	0 VILLA DR 77061	WAREHOUSE	17.040.054	05.500.00	
The state of the s	1199160010001		WAREHOUSE	17,019,951	25,529.93	
LOLITA TX 77971-0405	097158000000	0 NEUHAUS AVE 77061 8300 TEWANTIN DR	distribution of the second of	· · · · · · · · · · · · · · · · · · ·	·	
	007 1000000002	COOU TEVANITIN DR			*	
INLAND DIVERSIFIED HOUSTON OREM LLC	1307400010001	6905 E OREM DR 77075	TRUCK TERMINAL	21,902,050	22,953.21	
P O BOX 460069	1296790010001	6903 E OREM DR 77075	7 * 1 * W * 1 * 1 * 1 * 1 * 1 * 1 * 1 * 1	21,002,000		
ESCONDIDO CA 92046-0069						

HARRIS COUNTY IMPROVEMENT DISTRICT NO. 9

September 2015 TOP TEN ASSESSMENT PAYERS							
1859 HISTORIC HOTELS LTD	0963850000001	8181 AIRPORT BLVD #303 77061	HOTEL	14,152,580	21,228.87		
2302 POST OFFICE ST	0963850000003	0 RUTHBY 77061	· · · · · · · · · · · · · · · · · · ·				
GALVESTON TX 77550-1935			1				
MANHEIM REMARKETING INC	0421910000083	8215 KOPMAN DR 77075	WAREHOUSE	14,008,645	21,012.97		
8215 KOPMAN DR	1197090010001	8215 KOPMAN DR 77061	1	The state of the s	,		
HOUSTON TX 77061-5050	1066260000002	800 BRISBANE ST 77075					
	0421910000112	800 BRISBANE ST 77061					
	0421910000107	800 BRISBANE ST 77075					
OREILLY AUTO ENTERPRISES LLC	0342070120005	8601 TAVENOR LN 77075	WAREHOUSE	13,675,582	20,513.37		
233 S PATTERSON AVE	1250380010001	8910 TAVENOR LN 77075					
SPRINGFIELD MO 65802-2210							

HARRIS COUNTY IMPROVEMENT DISTRICT 9

		September 2015			
		TOP TEN DELINQUENT ACCOU	INTS		
PROPERTY OWNER RIVERSIDE GENERAL HOSPITAL PO BOX 8128	ACCOUNT NO 91 095 063 000 0022	SITUS 7655 BELLFORT ST 77061	PROPERTY TYPE VACANT	ASSESSMENT YEAR(S) 2013 - 2014	ASSESSMENT 4,053.50
HOUSTON TX 77288-8128 FURNITURE BANK 2100 HUSSION ST HOUSTON TX 77003-5629	91 034 203 002 0122	8220 MOSLEY RD 77075	WAREHOUSE	2014	2,643.00
RBIP TRANSPORTATION LLC 10 E 4TH ST HOUSTON TX 77007-2502	91 034 207 011 0025	9201 TAVENOR LN 77075	WAREHOUSE	2014	2,577.78
JPLIFT HOUSE P O BOX 8241 HOUSTON TX 77288-8241	91 060 077 007 0029	6636 BELLFORT ST #26 77087	SUBSIDIZED HOUSING	2013 - 2014	1,593.18
HAMS AVIATION MAINTENANCE SRV INC 1766 BRANIFF ST HOUSTON TX 77061-5120	91 043 228 000 0031	8703 TELEPHONE RD 77061	STORAGE HANGAR	2013 - 2014	1,420.69
HOUSTON AREA BRKLAYERS JAC P O BOX 34583 HOUSTON TX 77234-4583	91 063 033 031 0009	9105 EDGEBROOK ST 77075	RETAIL STORE	2013 - 2014	1,362.52
BLACKBURN INSTRUMENTS CO 7525 WYNLEA ST HOUSTON TX 77061-2833	91 040 239 000 0050	7525 WYNLEA ST 77061	WAREHOUSE	2014	1,129.88
GUZMAN MARTHA R 803 ADRIANA LN #L HOUSTON TX 77049-1668	91 034 203 002 0073	8850 CANNIFF ST 77061	VACANT	2014	1,019.96
IIDAY FUNERAL HOME INC O BOX 262003 IOUSTON TX 77207-2003	91 028 301 000 0022	4136 BROADWAY ST 77087	FUNERAL HOME	2014	1,003.50
MERRIKH JAMILEH 105 HOWARD DR IOUSTON TX 77017-4622	91 034 203 003 0126	8342 MOSLEY RD 77075	WAREHOUSE	2014	919.41
Pending HCAD Value Lawsuits	<u>:</u> !				

Harris County Improvement District No. 9 / Hobby Area Lawsuit and Arbitration Status Summary as of 9/11/2015

Summary		
Settled	1,309,113,974 429 194,243,630 14.84%	Original value of Settled accounts as of 9/11/2015 Number of Settled accounts as of 9/11/2015 Reduction in value of Settled accounts Average % reduction in value of Settled accounts*
Unsettled	98,609,479 35	Original value of Unsettled accounts as of 9/11/2015 Number of Unsettled accounts as of 9/11/2015
	.15 \$21,947	Tax rate per \$100 valuation Estimated reduction in assessment on 35 Unsettled accounts, based on 14.84% average
* Historical data from Tax Yo "average % reduction in valu		2 were used to establish initial statistics for the

PERDUE, BRANDON, FIELDER, COLLINS & MOTT L.L.P. DELINQUENT ASSESSMENT REPORT HARRIS COUNTY IMPROVEMENT DISTRICT #9 October 8, 2015

Amounts shown are 2014 base assessment amounts unless indicated.

Interventions into County or ISD suits:

- Riverside General Hospital 13-14 assessments \$4,053.50, 7655 Bellfort St.-0950630000022

 We have intervened in a suit filed by Harris County; a trial date was set for 1/13/15 but the defendant requested a motion for a continuance which was granted. A new trial date is set for 12/8/15. The property was carried as exempt by HCAD for 2014 but the exemption was removed in November 2014.
- RBIP Transportation LLC \$3,750.33, 2 accounts on Meldrum Rd. & 2 accounts at 9201 Tavenor Ln.-0342070110003, 0342070110005, 0342070110025, 0342070110041
 - We have intervened in a suit filed by Pasadena ISD. A hearing date has not been set at this time; we will monitor the case.
- Houston Area Bricklayers JAC 13-14 assessments \$1,362.52, 9105 Edgebrook St.-0630330310009 We have intervened in a suit filed by Harris County; a trial date is set for 9/30/15. This report was prepared on 9/28; we will report the results of the hearing in our next report.
- Zeenat Foundation 13-14 assessments \$790.62, reserve A, block 1 on Monroe Rd.-1236430010001 We have intervened in a suit filed by Pasadena ISD. A hearing date has not been set at this time; we will monitor the case.
- Edward John Stevens 13-14 assessments \$221.99, 8129 Telephone Rd.-0650500010008

 We have intervened in a suit filed by Harris County; judgment was signed on 7/29/15. The judgment is final; a judgment letter has been sent.
- Abraham Green 13-14 assessments \$142.04, vacant tract on Bellfort St.-0410120010078

 We have intervened in a suit filed by Harris County; judgment was signed on 5/11/15. The judgment is final; a judgment letter has been sent.
- Estate of Khosrow Abtahi 13-14 assessments \$42.00, 6539 Northdale-0600770090024 We have intervened in a suit filed by Harris County; a trial date is set for 10/20/15.

The following accounts have been paid in full:

Neminath LLC \$1,180.22, 8381 Broadway Blvd.-0402390000013 Kim MP Multi State LLC \$828.84, 9220 & 9130 Gulf Fwy-0342030030276, 0342030030314 8121 Broadway Interests LLC \$121.67, 8121 Broadway St.-0402390000121 Bland Ridley \$101.24, Block 1, Lots 2, 3, 5 & 6 on Westover-0741530010002, 0741530010003, 0741530010005, 0741530010029

2014 accounts:

The Furniture Bank \$2,643.00, 8220 Mosley Rd.-0342030020122

We spoke to the executive director, Oli Mohammed, and he said that they filed for exempt status on 8/12. On 9/24, the appraisal district confirmed that they have received the application and it is being reviewed. A statement has also been sent to the lienholder, Compass Bank.

Blackburn Instruments Co. \$1,129.88, 7525 Wynlea St.-040239000050 On 9/24, we spoke to Patsy again and she said that she would review our emailed

statement and get back to us.

TPS Hobby Cannif LLC (was Martha A. Guzman) \$1,019.96, 8850 Canniff St.-0342030020073 We spoke to Martha and she said she would talk to her realtor to find out why the assessments weren't paid at closing. A statement has also been sent to the new owner but there has been no response.

Niday Funeral Home Inc. nka Crespo Funeral Home \$1,003.50, 4136 Broadway St.-0283010000022

In August, we spoke to Marissa at Crespo Funeral Home; she said she would ask the manager, Norman Gonzales, to return our call but we have not heard from him. We called again last week and we left a message with Jasmine. Another demand letter was sent to Crespo's main office on 9/24.

Jamileh Merrikh \$919.41, 8342 Mosley Rd.-0342030030126 We are intervening in a suit filed by the County.

• In addition to the accounts listed above, there are 30 accounts with 2014 base assessments ranging from \$2 to \$697; 21 of these accounts have base assessments of less than \$400. Demand letters have been sent, we are trying to reach each owner by phone and we are contacting lienholders, where appropriate.

Other accounts:

Uplift House 13-14 assessments \$1,593.18, 6636 Bellfort St.-0600770070029

We spoke to Rodney Underwood on 3/31 and he said he would call the assessment office to discuss setting up a payment agreement. There has been no response to our recent demand letter. The listed phone number has been disconnected; we are trying to find an alternate number. A statement has been sent to the lienholder, Bayview Loan Servicing.

Ham's Aviation Maintenance Service Inc. 13-14 assessments \$1,420.69, improvements only account at 8703 Telephone Rd.-0432280000031

We have spoken to Carla Ham who said they left Houston many years ago and that Million Air is now the owner of this location. This is a building on City owned land at Hobby Airport. We have told HCAD what we know and we have asked them twice to let us know what they know about this account and they have not replied, the County tax office has almost \$130,000 on this account, it is odd that HCAD is unresponsive and nothing seems to have been done on this.

• In addition to the accounts listed above, there are 11 accounts with base assessments between \$400 and \$853 and 31 accounts that have base assessments of less than \$400. Demand letters have been sent, we are trying to reach each owner by phone and we are contacting lienholders, where appropriate. Due to the size of the accounts, further action is not recommended at this time.

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

Carl O. Sandin

PerdueBrandonFielderCollins&Mott LLP

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Cal o.Au

Mobile: 713-824-1290 Fax: 713-862-1429

HOBBY AREA MANAGEMENT DISTRICT (HARRIS COUNTY IMPROVEMENT DISTRICT NUMBER 9) CITY OF HOUSTON HARRIS COUNTY, TEXAS

AGENDA MEMORANDUM

TO:

Hobby Area Management District Board of Directors

FROM:

Executive Director

SUBJECT:

Agenda Item Materials

5. Receive the bookkeeper's report and approve invoices for payment.

HOBBY AREA MANAGEMENT DISTRICT

MONTHLY FINANCIAL REPORT

AUGUST 2015

Hobby Area Management District Balance Sheet As of August 2015

	August 15
ASSETS	
Current Assets	
Checking/Savings	4 000 00
1010 · Amegy Bank 1020 · Wells Fargo Bank	4,800.09 338,955.83
1030 · Plains State Bank - CD	245,799.41
1040 · TexSTAR-Operating	405,250.74
Total Checking/Savings	994,806.07
. otal prioring, our mgo	004,000.01
Other Current Assets	
1200 · Assessment Receivable	41,759.08
Total Other Current Assets	41,759.08
	71,700.00
Total Current Assets	1,036,565.15
TOTAL ASSETS	1,036,565.15
LIABILITIES & EQUITY Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	66,986.70
Total Accounts Payable	66,986.70
Other Current Liabilities	
2100 · Assessment Refunds Payable	8,881.76
2200 · Deferred Assessment Revenue	554,924.19
Total Other Current Liabilities	563,805.95
T . 10	
Total Current Liabilities	630,792.65
Total Liabilities	630,792.65
Equity	
3000 · Retained Earnings	415,114.05
Net Income	(9,341.55)
Total Equity	405,772.50
TOTAL LIABILITIES & EQUITY	1,036,565.15

Hobby Area Management District Statement of Sources & Uses - Budget vs Actual August 2015

	August 15	Budget	Jan - Aug 15	YTD Budget	Annual Budget
SOURCES OF FUNDS					
4000 · District Assessments	128,577.70	122,960.00	1,036,373.60	983,680.00	1,475,516.00
4010 · Penalty & Interest Revenue	3,777.18	1,667.00	26,102.73	13,336.00	20,000.00
4020 · Overpayments	7,714.50	1,167.00	43,081.35	9,336.00	14,000.00
4030 · Assessment Refunds	-7,714.50	-2,000.00	-44,264.01	-16,000.00	-24,000.00
4040 · Street Light Reimbursement	0.00	0.00	0.00	0.00	134,678.00
4050 · Grant and Donations	0.00	0.00	0.00	0.00	40,000.00
4060 · Interest Revenue	42.76	25.00	333.24	200.00	300.00
Total SOURCES OF FUNDS	132,397.64	123,819.00	1,061,626.91	990,552.00	1,660,494.00
USES OF FUNDS					
Public Safety					
6010 · Contract Public Safety	18,873.00	16,848.00	123,687.00	134,784.00	202,180.00
6015 · Apartment Life Initiatives	1,615.00	2,083.00	13,201.00	16,664.00	25,000.00
6020 · Mobile Cameras	3,000.00	2,618.00	21,235.44	18,326.00	28,800.00
6020 · Nuisance Abatement Program	4,020.75	5,000.00	24,124.50	30,000.00	50,000.00
6030 · Street Light Outage Survey	0.00	175.00	1,050.00	1,400.00	2,100.00
6035 · Graffitti Abatement	5,760.00	2,792.00	21,760.00	22,336.00	33,500.00
AUGL Total Public Safety	33,268.75	29,516.00	205,057.94	223,510.00	341,580.00
Mobility, Environ, Urban Design					
6050 · Porter Service	5,416.67	4,375.00	43,333.36	35,000.00	52,500.00
Total Mobility, Environ, Urban Design	5,416.67	4,375.00	43,333.36	35,000.00	52,500.00
Business & Economic Development					
6060 · Economic Developmt Programs	0.00	13,500.00	12,904.59	108,000.00	162,000.00
6065 · Events, Festivals, Comm. Proj.	0.00	3,083.00	13,564.67	24,664.00	37,000.00
6070 · Creative ED Support	7,650.00	5,975.00	18,439.29	47,800.00	71,700.00
6075 · Marketing Mtls & Promo Items	1,675.50	2,333.00	8,118.44	18,664.00	28,000.00
Total Business & Economic Development	9,325.50	24,891.00	53,026.99	199,128.00	298,700.00
Administration					
Exec & Board Support Services					
6110 · Administration & Management	9,292.00	9,292.00	74,336.00	74,336.00	111,504.00
6115 · Meeting Expense	384.00	417.00	3,025.21	3,336.00	5,000.00
6120 · Reimbursable Expenses	935.55	667.00	5,305.47	5,336.00	8,000.00
6125 · Postage	17.02	8.00	191.22	64.00	100.00
6130 · Office Supplies	512.57	117.00	3,503.39	936.00	1,400.00
6135 · Public Notices, Advertising	18.00	100.00	90.19	800.00	1,200.00
Total Exec & Board Support Services	11,159.14	10,601.00	86,451.48	84,808.00	127,204.00
6140 · Legal Services	1,255.00	2,500.00	27,456.71	20,000.00	30,000.00
6145 · Audit Services	2,450.00	250.00	6,050.00	2,000.00	3,000.00
6150 · Bookkeeping	600.00	600.00	4,800.00	4,800.00	7,200.00
6155 · Assessment Billing	1,958.00	1,875.00	19,965.54	15,000.00	22,500.00
6160 · Assessmt Database Mgmt	300.00	300.00	2,400.00	2,400.00	3,600.00
6165 · Office Equipment	0.00	250.00	0.00	2,000.00	3,000.00
6170 · Insurance	898.24	125.00	1,341.66	1,000.00	1,500.00
6175 · Other	0.00	58.00	139.00	464.00	700.00
Total Administration	18,620.38	16,559.00	148,604.39	132,472.00	198,704.00
					•

Hobby Area Management District Statement of Sources & Uses - Budget vs Actual August 2015

	August 15	Budget	Jan - Aug 15	YTD Budget	Annual Budget
Community Development Fund Hobby Fest					
6210 · Committee Support & Supplies	0.00	333.00	0.00	2,664.00	4,000.00
6220 · Marketing & Promotional Items	351.96	1,333.00	22,685.76	10,664.00	16,000.00
6230 · Creative Services	0.00	417.00	8,428.02	3,336.00	5,000.00
Total Hobby Fest	351.96	2,083.00	31,113.78	16,664.00	25,000.00
Other Community Projects	0.00	0.00	0.00	0.00	15,000.00
Total Community Development Fund	351.96	2,083.00	31,113.78	16,664.00	40,000.00
Total USES OF FUNDS - General Fund	66,983.26	77,424.00	481,136.46	606,774.00	931,484.00
					
Excess (Deficiency) of Sources over Uses-GF	65,414.38	46,395.00	580,490.45	383,778.00	729,010.00
Capital Projects					
8010 · Fund Reserve - District Office	0.00	4 107 00	0.00	00 000 00	FO 000 00
8020 · Broadway Blvd. Hardscape	0.00	4,167.00 0.00	0.00	33,336.00	50,000.00
8030 · Livable Centers Grant Match	0.00	0.00	557,432.00 0.00	557,432.00 0.00	557,432.00 53,750.00
8040 · CIP/Project Manager	4,050.00	4,050.00	32,400.00	32.400.00	48,600.00
	4,000.00	-1,000.00	02,400.00	32,400.00	40,000.00
Total Capital Projects	4,050.00	8,217.00	589,832.00	623,168.00	709,782.00
	1,000.00	0,217.00	000,002.00	020,100.00	700,702.00
Total Excess (Deficiency) of Sources over Uses	61,364.38	38,178.00	-9,341.55	-239,390.00	19,228.00
					,
Cash on Hand 01-01-2015					428,278.00
Net Budget					447,506.00

Hobby Area Management District Bank Account Registers As of October 8, 2015

Type	Date	Num	Name	Мето	Amount	Balance
Amegy Bank						33,111.59
Bill Pmt -Check	09/04/2015	1374	Amegy Visa Credit Card	Credit Card	(1,735.50)	31,376.09
Bill Pmt -Check	09/11/2015	1367	Chris Labod	Website Maintenance	(700.00)	30,676.09
Bill Pmt -Check	09/11/2015	1368	Cracked Fox	Marketing, Branding, Research	(5,390.00)	25,286.09
Bill Pmt -Check	09/11/2015	1369	Equi-tax Inc.	Monthly Roll Mgmt. & Collection	(2,258.00)	23,028.09
Bill Pmt -Check	09/11/2015	1370	Greater East End Mgmt. District	Graffiti Abatement	(5,760.00)	17,268.09
Bill Pmt -Check	09/11/2015	1371	Harris County Treasurer	Interlocal Contract/Comm Protection	(4,020.75)	13,247.34
Bill Pmt -Check	09/11/2015	1372	Hawes Hill Calderon LLC	Management	(14,943.39)	(1,696.05)
Bill Pmt -Check	09/11/2015	1373	SEAL Security Solutions LLC	Security	(6,888.00)	(8,584.05)
Transfer	09/17/2015	Trf	TexSTAR	Transfer from TexSTAR	25,000.00	16,415.95
Bill Pmt -Check	09/30/2015	1374	Amegy Visa Credit Card	Credit Card	(123.20)	16,292.75
Check	10/08/2015	1375	Almeda Center 45 LP	Refund: 11130 Gulf Fwy	(1,632.00)	14,660.75
Check	10/08/2015	1376	Autozone Texas LP	Refund: 6629 Telephone Road	(196.10)	14,464.65
Check	10/08/2015	1377	Canmar-Village Green LP	Refund: 6727 Telephone Rd 145	(238.03)	14,226.62
Check	10/08/2015	1378	CG Gulf Freeway LLC	Refund: 8800 Gulf Fwy 63	(237.00)	13,989.62
Check	10/08/2015	1379	CND Village Green LP	Refund: 7550 Drouet St, 117	(176.91)	13,812.71
Check	10/08/2015	1380	S & B Engineers & Constructors, Ltd.	Refund: 8329 Hansen Rd	(612.78)	13,199.93
Check	10/08/2015	1381	Sexton Interests Ltd	Refund: 7999 Hansen Rd	(1,770.00)	11,429.93
Bill Pmt -Check	10/08/2015	1382	Bracewell & Giuliani LLP	General Counsel	(405.00)	11,024.93
Bill Pmt -Check	10/08/2015	1384	Magoo's Print Shop	Bus. Cards & Ambassador Shirts	(351.96)	10,672.97
Bill Pmt -Check	10/08/2015	1385	Roland Fry & Warren, LLC	Bookkeeping	(648.76)	10,024.21
Transfer	09/17/2015	Trf	TexSTAR	Transfer from TexSTAR	30,000.00	40,024.21
Bill Pmt -Check	10/08/2015	1386	SEAL Security Solutions LLC	Security	(10,746.00)	29,278.21
Bill Pmt -Check	10/08/2015	1387	SMC Logistics	Liter abatement of right-of-way	(5,416.67)	23,861.54
Bill Pmt -Check	10/08/2015	1388	Hawes Hill Calderon LLC	Management	(14,659.18)	9,202.36
Total Amegy Bank					(23,909.23)	9,202.36
Wells Fargo Bank						310,051.49
Deposit	08/31/2015		Revenue	August Revenue	28,891.86	338,943.35
Deposit	08/31/2015		Interest	August Interest	12.48	338,955.83
Transfer	10/08/2015	Trf	TexSTAR	Transfer to TexSTAR	(250,000.00)	88,955.83
Total Wells Fargo Ban	k				0.00	88,955.83

Hobby Area Management District Bank Account Registers As of October 8, 2015

Type	Date	Num	Name	Мето	Amount	Balance
Plains State Bank						245,799.41
Total Plains State Ba	nk				0.00	245,799.41
TexSTAR-Operating						355,220.46
Deposit	08/31/2015		Interest	August Interest	30.28	355,250.74
Transfer	09/10/2015	Trf	Amegy Bank	Transfer to Amegy Operating	(25,000.00)	330,250.74
Transfer	10/08/2015	Trf	Amegy Bank	Transfer to Amegy Operating	(30,000.00)	300,250.74
Transfer	10/08/2015	Trf	Wells Fargo	Transfer from Wells Fargo	250,000.00	550,250.74
Total TexSTAR-Opera	ıting				195,030.28	550,250.74
TOTAL					171,121.05	894,208.34

AmegyBank of Texas CONTROL ACCOUNT HOBBY AREA MD Account Number : maximum 10683

VISA

	ACCOUN	T SUMMARY	
Account Number	YEAR YEAR YEAR OG\$3	Previous Balance	\$430.00
Credit Limit	\$10,000.00	Payments	\$430.60
Available Credit	\$8,264.00	Golin	\$1,235.50
Statement Closing Date	August 24, 2015	Putchates	52,971.00
Payment Due Date	September 13, 2015	Other Charges	50.00
Amount Past Due	\$0.00	Cash Advances	50.00
Mis Payment Due	\$43.00	Figance Charges	\$0.00
Days in Billing Cycle	33	New Balance	\$1,735.50

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 \$1.235.50

 07/23
 07/23
 24311246DooF3cLPC
 SP "TWISTED MISTER PRODU HOUSTON TX
 \$1.235.50

 07/24
 07/24
 24311246DooF3cLPT
 SP "CHARLES NICHOLAS PROM HOUSTON CREDIT
 \$1.235.50

 08/20
 08/20
 24811217900EM78LF
 SP "CHARLES NICHOLAS PROM HOUSTON TX
 \$375.60

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AmegyBank
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PAYMENT INFORMATION

CONTROL ACCOUNT
HOBBY AREA MD
PO BOX 22167
HOUSTON TX 77227-2167

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#\$086 0000#\$398000003030683#



Chris Labod
2502 Deer Forest Dr
Spring TX 77373

Hobby Area Management District 9610 Long Point Rd., Ste 150 Houston TX 77055

Invoice

Sep 01, 2015 Invo:co # 2015-09-321

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Total due by Sep 15, 2015 \$700,00



Bill To:

Hobby Area District PO Box 22167 Houston, TX 77227

hello! you have an invoice from:

Cracked Fox

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

Date	Involce	No.	Terms
09/01/15	571		Net 30
Payments/	Credits	Ba	lance Due
50.00) {	5	2,600.00

Item	Description	Quantity	Rate	Amount
Photography	Protography services for website articles, and other marketing materials and district services video development.		1,250.00	1,250.60
Photography	Photography services for website articles, and other marketing materials and district services yideo development.		1,250,60	1,250.00
			A PROPERTY AND IN MINISTER AND A SECOND	
		**************************************	Proj. phys.co.	
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Total

\$2,500.00

Thank you for your business—
Thank you for your business



Bill To:

Hobby Area District PO Box 22167 Houston, TX 77227

hello! you have an invoice from:

Cracked Fox

2815 Bermuda Dunes Dr. Missouri City, TX 77459 Roan@GrackedFox.com 1 832,364,4012 1 www.CrackedFox.com

Date	Involce	No.	Terms
09/01/15	572		Nel 30
Payments/	Credits	Ba	iance Due
\$0.00)	5	2.690.00

Item	Description	Quantity	Rate	Amount
marketing	marketing, graphic design and photography, research,		0.00	0.00
	meetings and other for the month of August	i	1	
Design	State of the District report for Sylvia Garcia	7	100.00	700.00
Design	Wikipedia page development for district	7	100.00	700.00
Design	Marketing and Research development for economic development collateral	9	100.00	960.00
1	Branding, Marksting and Research including logo quality assurance in usage and recreation of logos used in distinct print collatern!	0.2	150.60	20.00
2	Editing, proof reading, and checking for website, information/hyportink integrity	1	100.00	100.00
3	Meetings, Correspondence, Pricing Colles, and Invoicing.	0.7	100.00	70 00
4	Photography editing (color correction, distruction, corpora etc.) for use my who and print contact all company etc. I for use in who and print contact all captioning and Keywording of gazenes for distruct usage and external search engines. Archiving clarificat images to external handlivers, websides, and DVDs for backup. Providing beansing, stock photography, and carrier Providing beansing, stock photography, and carrier	1.5	100.00	160.00
5	requests and print regulats. Social media. Facabook/twiter/pristreat/instagram updates, photogallense, posting, targing, creation at cover photos. Backup mentionne of Feedback, with response and interaction with visitors.	2	100.00	200,00
S .	requests/coestures. Print and Web resolution creation of files in proper fermate for distribution to orinters, web developers, partners and staff.	0.5	160,00	50 Ca

Thank you for your business

Total \$2,890.00

Thank you for your business!

Equi-Tax Inc.

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

Harris County Improvement District No. 9 Hawes Hill Calderon LLP 10103 Fondren Road, Suite 300 Houston TX 77096

Invoice

DATE	INVOICE#
9/1/2015	48461

DESCRIPTION	AMOUNT
Roll Management	300,00
Monthly Fee per Contract for Assessment Collection	1,958.00
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Total

Greater East End Management District

Greater Base Base P.O. Box 230009
Bourton, TX 77203-0099 Greater East End Management District

713-922-9916 equito12 greatereastend.com

Sarcise 6 25-17 17/11/2011 74/11/2011 34:36 18/33/2015

Do To Boy To

David Nowes
Bibby Area Menagement Institut
F.O. Box 2015
Houston, Texas 77227-2140

> Amengat Die Projesed \$3,210.00

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Eate	Serv.ce	Activity	Chaptity	Rate :	Ameint
7/01/2013		Constituent watte, warner collection,	1	89,20	123.63
	Abatement	follow-up vints, quality pdentification,	1	į	
	[ingratting, and quality abetement. Sites	1	{	
7/52/2015		Absted: 4	j i	}	
		Constituent visits, waiver pollection,	1	85.55	324.00
	Abatoment	follow-up class, graffits identification,	1 1		
		reporting, and staffit; abstament, Sites]	
7/57/7515	F	Abated: 6	1 (j	
	Abatemen:	Constitutive visits, waiver collection,	# 5	ac.co)	664.00
	neathmen.	fallow-up walle, graffitt identification,	1 1	į	
		reporting, and graffiti abutement. Sites		1	
7/14/2015	Cent' II	Constituent white, warver collection,		ì	
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		reparting, and graffit; abatement, Sites	1	İ	
		Absted: 13	1	1	
7/24/3315	Graffitt	Constituent Valts, waiver collection.	P	ac.col	
	Abatement	follow-up visite, graffitti identification,		45,555	642,93
		reporting, and graffit; apatement, Sites	1	1	
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7/27/2015	Graffits	Constituent visits, walves collection.		60.4n	649,82
	Abatement	follow-up visits, graffin scientification,	1 1	******	44100
		reporting, and graffit; chargment, bites		j	
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9/8/2015

Greater East End Management District

Greater East End Management District P.O. Box 230099 Houston, TX 77223-0099

713-928-9916 equiroz@greatereastend.com

minoice
Invoice #
23-1B
Due Date
09/30/2015

\$2,258.00

Bill To David Howes Hobby Area Management District P.O. Box 22167 Houston, Texas 77227-2167

> Amount Due Enclosed \$2,560.00

es. Please detach up person and crosm with your payment.

Date	Service	Activity	Quantity	Rate	Amount
	Abatement	Constituent visits, waiver collection, follow-up visits, graffit identification, reporting, and graffit abatement. Sites Abated: 12	8	80.00	640.00
08/11/2015	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 12	8	80.00	640.00
•	Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 11	4	80.09	320.00
08/24/2015	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 10	4	60.08	320.00
08/25/2015	Graffiti Abatement	Constituent visits, waiver collection, follow-up visits, graffiti identification, reporting, and graffiti abatement. Sites Abated: 14	88	80.00	640.00
otal Sites Abat	ed: 59		i	Total	\$2,560.

BARBARA J. SCHOTT HARRIS COUNTY AUDITOR 1001 Preston, Suite 800 Houston, Texas 77002 (713) 755-1160



REMIT PAYMENT TO: Harris County Treasurer Orlando Sanchez 1061 Preston, Room 651 Houston, Texas 77002

Invoice / Statement No.: AH010134

INVOICE

Customer No.: V00091127

HOBBY AREA MANAGEMENT ATTN DAVID HAWES & BILL C PO BOX 22167 HOUSTON, TX 77227-2167

4,020.75 Amount Due: _

Amount Paid: _

(Please ortich and mail this top portion with payment)

DATE	DESCRIPTION	AMOUNT
09/01/15	OCT'15: ASST. COUNTY ATTY FEE	4,020.75
		a de la companya de l

The above amount is for County services. Amounts are due upon receipt of the invoice. If you have any questions, contact Accounts Receivable at 713-755-1160.

REMIT PAYMENT TO:

HARRIS COUNTY TREASURER Orlando Sanchez 1001 Preston, Room 652 Houston, Texas 77002

County Auditor's Form #591 Harris County, Texas (REV.3497)



Hobby Area Management District 9610 Long Point, Ste. 150 Houston, TX 77055

Bill To

Invoice

Date	Invoice #
8/31/2015	27679

Te	ems	
N	c1 30	

Description	Hours	Rate/ Hour	Amount
Three Commissioned Officers with Vehicles and Occasional K-9	144	27.00	3,888,00
Pauol Period 08/24/2015 through 08/30/2015			
Patrols are billed every Monday for the hours patrolled the week preceding the above invoice date.			
This invoice is Monday through Sunday inclusive,			
·			
		Sales Tax (8.25%	S0.00
Thank you for allowing us to earn your b	ousiness.	Total	\$3,888.00



SEAL Security Solutions LLC

1525 Blalock Road Houston, TX 77080-7318 www.SEALSceurity.com TX DPS Lie. # C15942

Date	Invoice #
9/1/2015	27713

Terms

Invoice

Bill To Hobby Area Management District 9610 Long Point, Ste. 150 Houston, TX 77055

Hobby Area Management District 1610 Long Point, Ste. 150	
0610 Long Point, Ste. 150	-
Touston, TX 77055	

	Net 30	
Description	Amount	
Video Monitoring of one 1 Live Streaming Camera with data storage of 2 weeks - Broadway and West Bellfort	1,	00.000
Video Monitoring of one 1 Live Streaming Camera with data storage of 2 weeks - \$181 Airport	1,4	00.00
Video Monitoring of one 1 Live Streaming Camera with data storage of 2 weeks - 6322 Telephone	1,6	00,000
Monitoring Period from 09/01/2015 through 09/31/2015		
Monitoring Invoices are billed at the beginning of every month for the entire month.		
The Invoice is billed in advance for the month.		
	A-4-1-4-1-4-1-4-1-4-1-4-1-4-1-4-1-4-1-4-	
	Sales Yax (8.25%)	\$0.00
	Total \$300	0.00

AmegyBank of Texas

CONTROL ACCOUNT HOBBY AREA MD Account Number: 1002 1202 1002 1003

VISA

Account 1	Number		1000 mm mm 0683	Previous Rahmee	\$1,735.50
Credit Lis	mit		\$10,000.00	Payments	\$1,735.50
Available	Ceclit		\$9,861.00	Conties	\$0.00
Statement Cloring Date Payment Doe Date		September 22, 2015	Porchages	\$125.20	
		October 12, 2015	Other Charges	\$123.20 50.00	
Amount I	ast Doc		\$0.00	Cosh Advances	\$0.00
Min Payn			\$30.00	Finance Charges	\$0.00
Days in B	iling Cyc	le .	29	New Balance	\$125.26
			TRANS	ACTIONS	
Trans Date	Post Date	Reference Number	Transcrios Descri	ption	Ameur
09/05	09/08	74768007WBXD\$DKYK	PAYMENT - THA	NKYQU	-\$1,735.5
	XXXXX Y PERKI	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX			
69/09				-	
	09/09	24498137X2AJJPYQS	KELLEY'S COUN	Try cookin houston TX	\$18.7
TOTAL	. XXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX			
JOSH	HAWES				
92'01	09/02	24639237NS66EZWHM	TEXAS SELF STO	RACE 713-9601830 TX	\$65.00
TOTAL	XXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX			407.00
GREE	CHEN L	IRSON			
33/31	63/31	24164077L31WX2NGV	STAPLES COIL	5604 HOUSTON TX	\$39.4
TOTAL	m	CXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX			******

ArnegyBank P G MOE TOWERS SALES COTY OF SALESY-SALE

Make Checks Payable to :

PAYMENT INFORMATION Account Number
Fayment Due Due
Neer Balance
Minimum Paymont Das
Fan Das Annear
Cash Enciound

> CONTROL ACCOUNT HOBBY AREA HD PO BOX 22167 HOUSTON TX 77227-2167 երինքնեսիվիենիայցիկնիկոցողիվանիսինիկին

125056 00001253980000030205838

Bracewell & Giuliani LLP

P. O. Box 848568 Dallas, TX 75284-8566 713 223-2300 TAX ID 74-1024827

September 10, 2015 Invoice: 21627383

B/A: 04674

Our Matter #: 069002 000001 For Services Through August 31, 2015 General Counsel

Hobby Area Management District

711 Louisiana Suite 2300 Houston, TX 77002

08/07/15

Hours Kate/Hr Amount Review and revise HCID Interlocal Agreement; telephone conference with D Hawes Clark Stockton Lord 1.60 450,00 450.00

Rate/Hr 450.00 450.00 Amount 450.60 Clark Stockton Lord Total

> Less Discount (45.00)

Total Fees for Professional Services Fees for Professional Services

....S 405.00 Total Current Billing for this Matter \$ 405,00

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



INVOICE for email

Date 7/14/2015

Page I

\$ 405.00

Hobby Area District PO Box 22571 Houston, TX 77227-2167

P.O. Number		Customer Contact	Rep	Account #	Terms
		Gretchen Larson			Net 10 Days
tem Code	Quantity	Description			Amoun
BC-CC	1000 each	Business Cards - Color -	Ramirez	- 10-06-00-00-00-00-00-00-00-00-00-00-00-00	72.00
Apparel	4 cach	DG150 Business Ambass Dill, Cantaloupe)	ador Shirts	(Crystal Blue, Lime,	106.60
Apparei	2 each	88646 Business Ambass	Mar Shirts	Fool Dive White-I	
Apparel	1 each	M550S Business Ambase	adar Shirt	Coor Brac, White	93.30
Apparel	I each	M550 Business Ambaese	dor Shirt (1	leht Newley	19.98 20.82
FOB	1 cuch	Freight on Board	201 04411 (20	igue Deami	20.82
NPlate / Ba	1 cacb	Magnetic Name Badge - i	Ramirez		18.95
	\$45,543,525,543,544,544		See a stong digitativi y	And the contract of the contra	
	Thunk you for i	hoosing Kagoo's! EIN e 2	0 0544930	To	tal \$351.96

Magoo's PrintShop, Inc. * Certified WBE / HUB 15637 West Hauth, Suite E * Houston, Torcas 77060 * magoospirishop.com 281.875.6000 * Fax 281.875.6048 * Toll Fire 866.890.0022 * Toll Fire Fax 888.890.0022

ROLAND, FRY & WARREN, L.L.C.

Certified Public Accountants

1525 Lakeville Drive, Suite 121 Kingwood, TX 77339 (281) 348-9151 FAX (281) 348-9199

10/1/2015

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

For Professional Services Rendered:

Bookkeeping services provided during September 2015 for the month of August 2015 $\,$ 600.00 7.36 Mileage 41.40

\$648.76

SEAL Security Solutions LLC 1525 Blalock Road Houston, TX 77080-7318

www.SEALSecurity.com

TX DPS Lic. #C15942

Bill To Hobby Area Management District 9610 Long Point, Ste. 150 Houston, TX 77055 Invoice

Date	 Invoice #
9/7/2015	27735

Terms Net 30

Description	Hours	Ratel Hour	Amount
Three Commissioned Officers with Vehicles and Occasional K-9	136	27.00	3,672.00
Patrol Period 08/31/2015 through 09/06/2015		-	
Patrols are billed every Monday for the hours patrolled the week preceding the above invoice date.			
This invoice is Monday through Sunday inclusive.			
		Sales Tax (8.25%)	\$0.00
Thank you for allowing us to earn your b	usiness.	Total	\$3,672.00



SEAL Security Solutions LLC

1525 Blalock Road Houston, TX 77080-7318 www.SEALSecurity.com TX DPS Lic. #C15942

Date	Invoice #
9/14/2015	27786

Date	Invoice #
9/14/2015	27786

Invoice

Bill	To

Hobby Area Management District 9610 Long Point, Ste. 150 Houston, TX 77055

Ternis
Net 30

Description	Hours	Rate/ Hour	Атоилі
Three Commissioned Officers with Vehicles and Occasional K-9	115	27,98	3,105.00
Three Commissioned Officers with Vehicles and Occasional K-9 - Labor Day Holiday **Holiday Hours are billed at 1.5 Times the regular rate**	4	40.50	162,00
Patrol Period 09/07/2015 through 09/13/2015			
Patrols are billed every Monday for the hours patrolled the week preceding the above invoice date.			
This invoice is Monday through Sunday inclusive.			
		Sales Tax (8.25%)	\$0.00
Thank you for allowing us to earn your b	usiness.	Total	\$3,267.00



SEAL Security Solutions LLC

1525 Blalock Road Houston, TX 77080-7318 www.SEALSecurity.com TX DPS Lic. #C15942

Invoice

Invoice #
27840

Bill To

Hobby Area Management District 9610 Long Point, Ste. 150 Houston, TX 77055

Description	Hours	Rate/ Hour	Amount
Three Commissioned Officers with Vehicles and Occasional K-9	141	27.00	3,807.00
Patrol Period 09/14/2015 through 09/20/2015			
Patrols are billed every Monday for the hours patrolled the week preceding the above invoice date.			
This invoice is Monday through Sunday inclusive.			
		Sales Tax (8.21%) S0.00
Thank you for allowing us to carn your business.		Total	53,807.00



We appreciate your prompt payment.

Promo # 632-643-5355

semesti malianon manda com

Date Invoice ≠ 9/14/2015 624

Sa To	Š
Hobby Area Management District Josh Hawes	
PO Box 22167	- 1
Houston, TX 77227	į
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		P.O. No.		ama ila ila ila ila ila ila ila ila ila il	Ргојест:
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fterg by Litter Abatement	Deterip Litter abatement of right-of-way	A relation was a second and a second as a second			Rate
,	Management District August 2015 Litter Abatement	-	-	5,416.67	5,416.6
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Sate 5,416.67	
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\$5,416.67	

Equi-Tax Inc. Ad Valorem Tax Assessors / Collectors

www.equitaxinc.com

17111 Rolling Creek Drive, Suite 200, Houston, Texas 77090
P. O. Box 73169, Houston, Texas 77273
Customer Service 281.444.3946 fax 281.440.8304

DATE: 08/07/2015

LEGAL DESCRIPTION

ALMEDA CENTER 45 LP 8554 KATY PWY STE 301 HOUSTON TX 77024-1804

RES A BLK 1 GUAVA

11130 GULP FWY

HARRIS COUNTY IMP DIST 9

ACCOUNT NUMBER: 91/128/049/001/0001 TAX YEAR: 2014 REF No.: 0889006

DATE PROCESSED: 08/07/2015 RECEIPT NUMBER: 91141412 DEPOSIT BATCH No.: RF150807

NOTICE OF CHANGE IN TAX LIABILITY

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

The explanation of the change is:

	Decrease in Appraised Val Exemption(s) Added	lue
	[] Homestead [] Over 65	
	[] Disabled Person [] Disabled Veteran	

	Account Prorated
	Account Deleted
[]	Rendition Penalty Waived
(<u>Y</u>)	Rendition Penalty Waived Other: (1) \$ 2014-5108
	• • • • • • • • • • • • • • • • • • • •

This action has resulted in a decrease in the amount of tax you owe. Accordingly, we are issuing you a refund in the amount of \$1,632.00.

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.

www.equitaxinc.com

17111 Rolling Creek Drive, Suite 200, Houston, Texas 77090
P. O. Box 73109, Houston, Texas 77273
Customer Service 281.444.3945 fax 281.440.8304

DATE: 08/07/2015

LEGAL DESCRIPTION

AUTOZONE TEXAS LP

PO BOX 2198 MEMPHIS TN 38101-2198

TR 11A BROADVIEW

6629 TELEPHONE RD

HARRIS COUNTY IMP DIST 9

ACCOUNT NUMBER: 91/057/259/000/0046 TAX YEAR: REP No.: 2013 0889003

DATE PROCESSED: 08/07/2015 RECEIPT NUMBER: 91130488 DEPOSIT BATCH No.: RF150807

NOTICE OF CHANGE IN TAX LIABILITY

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

The explanation of the change is:

ĩ	1	Decrease in Appraised Value	
C	3	Exemption(s) Added	
		[] Homestead	
		[] Over 65	
		[] Disabled Person	
		1 Dinabled Webser	

[] Account Prorated
[] Account Deleted
[] Rendition Penalty Waived
[] Other: [Miss 2013-13969]

This action has resulted in a decrease in the amount of tax you owe. Accordingly, we are issuing you a refund in the amount of \$196.18.

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

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

Equi-Tax Inc. Ad Valorem Tax Assessors / Collectors

www.conitaxinc.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: 08/07/2015

LEGAL DESCRIPTION

CG GULF FREEWAY LLC 1321 UPLAND DR STE 2650 ROUSTON TX 77043-4718

TRS 53A 54A 55A & 56A FERNDALE

8800 GULF FWY 63

HARRIS COUNTY IMP DIST 9

ACCOUNT NUMBER: 91/064/215/000/0053 TAX YEAR: 2013 REF No.: 0889004

DATE PROCESSED: 08/07/2015 RECEIPT NUMBER: 91130878 DEFOSIT BATCH No.: RF150807

NOTICE OF CHANGE IN TAX LIABILITY

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

The explanation of the change is:

Decrease in Appraised Value Exemption(s) Added [] Homestead [] Over 65
Disabled Person Disabled Veteran

[] Account Prorated
[] Account Deleted
[] Rendition Penalty Waived
[X] Other: Pause 2013-70045

This action has resulted in a decrease in the amount of tax you owe. Accordingly, we are issuing you a refund in the amount of \$237.00.

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.



www.coultaxinc.com

17311 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: 08/07/2015

LEGAL DESCRIPTION

CANMAR-VILLAGE GREEN LP

10PO BOX 741739 HOUSTON TX 77274-1739 TR 18 ABST 27 J R HARRIS

6727 TELEPHONE RD 145

HARRIS COUNTY IMP DIST 9

ACCOUNT NUMBER: 91/040/239/000/0040 TAX YEAR: 2014 REF No.: 0889001

DATE PROCESSED: 08/07/2015 RECEIPT NUMBER: 91140300 DEPOSIT BATCH No.: RF150807

NOTICE OF CHANGE IN TAX LIABILITY

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

The explanation of the change is:

[]	Decrease in Appraised Value Exemption(s) Added [] Homestead [] Over 65 [] Disabled Person [] Disabled Veterum	[] Account Prorated [] Account Deleted [] Rendition Penalty Waived [] Other: [Mus 304-70/88
----	--	--

This action has resulted in a decrease in the amount of tax you owe. Accordingly, we are issuing you a refund in the amount of \$\$238.03.

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.



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

DATE: 08/07/2015

LEGAL DESCRIPTION

CND VILLAGE GREEN LP PO BOX 741739 HOUSTON TX

TR 18B

TX 77274-1739

ABST 27 J R HARRYS

7550 DROUET ST 117

HARRIS COUNTY IMP DIST 9

ACCOUNT NUMBER: 91/040/239/000/0067 TAX YEAR: 2014 REF No.: 0889002

DATE PROCESSED: 08/07/2015 RECZIPT NUMBER: 91140315 DEPOSIT BATCH No.: RF150807

NOTICE OF CHANGE IN TAX LIABILITY

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

The explanation of the change is:

[] Decrease in Appraised Value [] Exemption(s) Added [] Homestead [] Over 65 [] Disabled Ferson [] Disabled Veteran	[] Account Prorated [] Account Deleted [] Rendition Penalty Waived [] Other: (niso 104-30/88
--	--

This action has resulted in a decrease in the amount of tax you owe. Accordingly, we are issuing you a refund in the amount of \$176.91.

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.



www.equitaxinc.com

17111 Rolling Creek Drive, Suite 200, Houston, Texas 77090 P. O. Bex 73109, Houston, Texas 77273 Customer Service 281.444.3945 fax 281.440.8304

HARRIS COUNTY IMP DIST 9 DATE: 08/19/2015 TAX YEAR: 2014

OVERPAYMENT: OVERPAYMENT: \$612.78 DEPOSIT BATCH NO.: 91-179 RECEIPT NUMBER: 91140141

OWNER NAME: NORTHDEN HOLDINGS LTD

CHECK NO.: 451636

ACCOUNT NUMBER: 91/034/203/002/0108

DATE OF PAYMENT: 08/14/2015

PAID BY:970145

LEGAL DESCRIPTION

8329 HANSEN RD

S & B ENGINEERS AND CONSTRUCTORS, LTD. P.O. BOX 266245 HOUSTON TX TX 77207-6245

LT 108 SOUTH HOUSTON GARDENS SEC 6

NOTICE OF OVERPAYMENT OF TAX

DISTRICT NAME HARRIS COUNTY IMP DIST 9

OVERPAYMENT AMOUNT

reason: OVO	rpaymen	<u> </u>	
*********	*******	*****	********
AMOUNT OF CHECK:	\$2,748.62	CHECK NO:	: 451636
AMOUNT APPLIED:	\$2,135.84	Ref No.:	
DIFFERENCE:	\$612.78		
COMPLETED BY:	<u> </u>	DATE:	8-19-15
Make refund payabl	le to:		
Address:			
City:		State:	Zip:

Equi-Tax Inc. Ad Valorem Tax Assessors / Collectors

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

DATE: 08/07/2015

LEGAL DESCRIPTION

SEXTON INTERESTS LTD 7999 HANSEN RD STE 317 HOUSTON TX 77061-3482

LT 100 SOUTH HOUSTON GARDENS SEC 6

7999 HANSEN RD

HARRIS COUNTY IMP DIST 9

ACCOUNT NUMBER: 91/034/203/002/0100 TAX YEAR: 2014 REF No.: 0888999

DATE PROCESSED: 08/07/2015 RECZIPT NUMBER: 91140135 DEPOSIT BATCH No.: RF150807

NOTICE OF CHANGE IN TAX LIABILITY

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

The explanation of the change is:

ŧ	1	Decrease in Appraised	Value
Ţ	1	Exemption(s) Added	
		1 3 Manager 1	

[] Homestead [] Over 65 [] Disabled Person [] Disabled Veteran

[] Account Prorated [] Account Deleted [] Rendition Penalty Waived [X] Other: Cours 2013-UG804

This action has resulted in a decrease in the amount of tax you owe. Accordingly, we are issuing you a refund in the amount of \$885.00.

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.



www.coultazine.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: 08/07/2015

LEGAL DESCRIPTION

SEXTON INTERESTS LTD 7999 HANSEN RD STE 317 HOUSTON TX 77061-3482

LT 100 SOUTH HOUSTON GARDENS SEC 6

7999 HANSEN RD

HARRIS COUNTY IMP DIST 9

ACCOUNT NUMBER: 91/034/203/002/0100 TAX YEAR: 2013 TAX YEAR: REF No.:

0888998

DATE PROCESSED: 08/07/2015 RECEIPT NUMBER: 91130135 DEPOSIT BATCH No.: RF150807

NOTICE OF CHANGE IN TAX LIABILITY

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

The explanation of the change is:

	•	
[]	Decrease in Appraised Value Exemption(s) Added [] Homestead [] Over 65 [] Disabled Person [] Disabled Veteran	[] Account Prorated [] Account Deleted [] Rendition Penalty Waived [] Other: Cause 2013-49814

This action has resulted in a decrease in the amount of tax you owe. Accordingly, we are issuing you a refund in the amount of \$885.00.

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.

HAWESHILL CALDERON LLP

P.O. Box 22167 Houston TX 77227-2167 Invoice

Invoice #:

43015129

Date:

9/2/2015

MD-Hobby Area Management District (HCID #9) P.O. Box 22167 Houston, TX 77227

PAVIE	DESCRIPTION	AMOUNT
	Professional consulting, administration and project management fee, August 2015 Agenda posting, 8/27/2015 Verizon, business ambassador Mario Ramirez DoubleTree hotel, Board meeting expense Reimbursable mileage, parking, tolls and other expenses: Jerry Lowry, August 2015 Gretchen Larson, July 31, 2015 Eoles Whitaker, July 31, 2015 Eoles Whitaker, August 31, 2015 Linda Clayton, August 31, 2015 Roy Hill, August 2015 In-house postage, photocopies, binding, etc.	\$13,332.00 \$9.00 \$9.00 \$133.71 \$384.00 \$68.53 \$175.80 \$152.38 \$190.33 \$27.60 \$82.18 \$378.86

Terms: C.O.D.

Sales Tax:

\$0.00

Total Amount:

\$14,943.39

Amount Applied:

\$0.00

Balance Due:

\$14,943.39

Owed As Of: 9/2/2015

KUNDAYAS

STEDAYS

90a DAYS

	Expense Report/ Reques	st for Reimbu	rsement	•						
Dist	Expense Report/ Requestrict or Zone:	DOY HALA	USISP4 CT	·						
		()								
Name:	Alton da soon									
I hereby verify that the following fees and actual expenses were reasonably and necessarily incurred by me in connection with the services and business purposes described.										
Date	Description and purpose, location	Participants	Project/program	Amount						
8/3/	Staples - copies	Chair.	Marketine	\$39,44						
	Garcia	Abruns (
Military 1										
				<u>-,</u>						
•										
										
·			·							
	Thave attached receipts and supporting	ng documentation of	fall evnenses							
Signed:		Date: 9 9	15							
Approved:	4/	Date:	1.							

DIRECTORS EXPENSE REPORT

Conference	anny R Perkins se Name: N/A		,		ment District		· · · · · · · · · · · · · · · · · · ·		***************************************		
Conferenc				Mileage			····				HTT-14-11-11-11-11-11-11-11-11-11-11-11-11-
				Rate	0.55		Meals		Misc.		
Dates	Place/Purpose	Airfare	Lodging (Hotel)	Miles Driven	Mileage Expense	Breakfast	Lunch	Dinner	Other	Description	Totals
9/9/2015	Kelley's Restaurant - HAMD						18.76		Credit Cd	Mtg with Staff Member Lowry	18.7
	DoubleTree Hotel - HAMD					18.12		* 1	Credit Cd		18.1
											0.0
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[Subtotals		0		0.00	18.12	18.76	0	0		
									Miscellane	ous Expense	36.88
			HAW	ES HILL C	ALDERON,	LLP			Subtotal o	f Expenses:	
			10103	FONDRE	N., SUITE 3	00			Number of	Days of Service	30
HOUSTON, TEXAS 77096 Director Fees Due:						es Due:					
			(713)	595-1209	FAX (713)	595-1280			Less FICA	Medicare	
									Less Feder	al Income Tax Withheld	
										ice (Credit Card)	36.88
									TOTAL DU	E TO DIRECTOR:	0.00
			I certify tha	t I incurred	these exper		rict Busines	is.		· · · · · · · · · · · · · · · · · · ·	

HAWESHILLCALDERON LLP

P.O. Box 22167 Houston TX 77227-2167 Invoice

MD-Hobby Area Management District (HCID #9) P.O. Box 22167 Houston, TX 77227

Invoice #: 43015157

Date: 9/30/2015

DATE DESCRIPTION	:4\\(\text{019}\text{VE}\)
Professional consulting, administration and project management fee, September Agenda posting, 9/24/2015 GIS mapping, P. Horton, August 2015 In-house postage, photocopies, binding, etc. Board meeting expense, DoubleTree hotel Verizon, M. Ramirez, 08/20-09/19 Verizon, J. Hawes, 07/06-07/19 Verizon, J. Hawes, 08/20-09/19 Reimbursable mileage, tolls, parking, etc. G. Larson, August 2015 L. Clayton, August 2015 L. Clayton, September 2015	

Terms: C.O.D.

Sales Tax:

\$0.00

Total Amount:

\$14,659.18

Amount Applied:

\$0.00

Balance Due:

\$14,659.18

Owed As Of: 9/30/2015

30.002.58

30.9% //c

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Toel over

HOBBY AREA MANAGEMENT DISTRICT (HARRIS COUNTY IMPROVEMENT DISTRICT NUMBER 9) CITY OF HOUSTON HARRIS COUNTY, TEXAS

AGENDA MEMORANDUM

TO:

Hobby Area Management District Board of Directors

FROM:

Executive Director

SUBJECT:

Agenda Item Materials

6. Consider a proposal from Belt Harris Pechacek to perform the FY 2015 audit.



Audit Engagement Letter

August 26, 2015

L. Susan Hill Hawes Hill Calderon LLP c/o Harris County Improvement District No. 9 9610 Long Point Road, Ste. 150 Houston, TX 77055

We are pleased to confirm our understanding of the services we are to provide for the Harris County Improvement District No. 9, dba Hobby Area Management District (the "District") for the year ended December 31, 2015. We will audit the financial statements of the governmental activities and the major fund, which collectively comprise the basic financial statements of the District as of and for the year ended December 31, 2015.

Accounting standards generally accepted in the United States of America provide for certain Required Supplementary Information (RSI), such as Management's Discussion and Analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statement in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited.

- 1. Management's Discussion and Analysis
- 2. Budgetary Comparison Schedule(s)

In addition to these services -

- We will also provide routine advisory services through phone calls, conferences or otherwise in connection with incidental matters arising during the year. These costs would be absorbed in our estimated annual fee. We encourage open lines of communication throughout the year as part of our services.
- 2. We will draft the financial statements, including the Management's Discussion and Analysis with input from management.
- 3. We will print and bind the financial reports for the District, and provide an electronic PDF of all reports.



Harris County Improvement District No. 9 Engagement Letter Page 2 of 5

- 4. We will handle normal correspondence from grantor, regulatory, or oversight agencies related to the audit.
- 5. We will perform procedures to comply with the Public Funds Investment Act (Chapter 2256 local government code).

Audit Objective

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. You agree to assume all management responsibilities for any nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

Harris County Improvement District No. 9 Engagement Letter Page 3 of 5

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information

Audit Procedures - General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the District or to acts by management or employees acting on behalf of the District.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Audit Procedures - Internal Control

Our audit will include obtaining an understanding of the entity and its environment, including internal control sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Harris County Improvement District No. 9 Engagement Letter Page 4 of 5

<u>Audit Procedures - Compliance</u>

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

Fees for our services are based on the actual time spent at our standard hourly rates, plus travel and other outof-pocket costs such as report production, typing, postage, etc. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. The time estimates used to project our fees are based on anticipated cooperation from your personnel and management fulfilling its responsibility, as discussed previously. Our time budget for this engagement does not include addressing matters related to management's responsibilities, such as modifications to the District's financial information, additional procedures related to alleged noncompliance with laws and regulations and similar improprieties, the District's lack of preparation for the audit, and similar matters. Such time requirements have not been included in the estimate and will be billed in addition to the fees quoted at our standard hourly rates and actual costs incurred, including legal consultations, if necessary. We will notify the appropriate party when such conditions are encountered, such as identifying schedules not prepared, out-of-balance accounts, alleged violations, etc. When possible, we will provide management with options for alleviating the condition. If it appears the item will not be addressed by the District, we may perform procedures to address incidental matters to facilitate timely completion of the audit. To the extent possible, we will obtain approval before performing additional work for matters considered significant to the original proposed fee. Due to the nature of our work, such approval may not always be possible (i.e., we may be legally compelled by subpoena or similar request to expend additional time and incur other expenses to handle matters arising from this engagement).

As customary in the industry the price quoted is an estimate. In accordance with rules of the State Board of Public Accountancy we cannot be bound to provide the audit for the amount estimated. However, in practice we honor our fee quotes unless adverse conditions such as those described above are encountered. Our fee estimates for the audit of the District's financial statements for the year ended December 31, 2015 is as follows:

<u>Fees:</u> 2015

Financial Statement Audit \$ 2,950

In accordance with our firm policies, work may be suspended if your account becomes thirty days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Harris County Improvement District No. 9 Engagement Letter Page 5 of 5

Required Non-Appropriation Clause

Notwithstanding anything contained in this engagement to the contrary, in the event no funds or insufficient funds are appropriated and budgeted or are otherwise unavailable in any fiscal period for fees due under this engagement agreement, the County will immediately notify us in writing of such occurrence and this agreement shall terminate on the last day of the fiscal period for which appropriations have been received or made.

Authorization of CPA's Disclosure

Any client certified public accountant involved with assisting us shall not be prohibited from disclosure of information required to be made available by the standards of the public accounting profession in reporting on the examination of financial statements. Management understands and provides permission to staff certificate or registration holders as required under the Rules of Professional Conduct, Texas Administrative Code, Title 22, Part 22, Chapter 501, Subchapter C, Section 501.75.

We appreciate the opportunity to be of service to the District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

Belt Harris Pechacek, LLLP Certified Public Accountants	
Authorized by: Cout Cut Robert Belt, CPA, CGMA Managing Partner	
RESPONSE:	
This letter correctly sets forth the understanding of the H. Directors.	arris County Improvement District No. 9 Board of
Authorized Signature	Date
Printed Name	Title

HOBBY AREA MANAGEMENT DISTRICT (HARRIS COUNTY IMPROVEMENT DISTRICT NUMBER 9) CITY OF HOUSTON HARRIS COUNTY, TEXAS

AGENDA MEMORANDUM

TO:

Hobby Area Management District Board of Directors

FROM:

Executive Director

SUBJECT:

Agenda Item Materials

- Receive an update and recommendations from the Environmental, Urban Design, and Mobility Committee.
 - Consider engaging the services of UpArt Studios for a City of Houstonapproved Mini Mural Electrical Box Project, at an estimated budget of \$35,000.00
 - 1. Receive update Broadway enhancement project.
 - a. Discuss and consider District Clock Tower
 - b. Discuss and consider mini-murals, art project in public places, from Up Art Studios and partnership w/ the City of Houston.
 - 2. Receive update on Long Range Planning Initiatives.
 - a. H-GAC Livable Centers Grant
 - b. TIRZ 8 Existing Condition Assessment
 - Receive update on Airport Blvd enhancement project

COMMITTEE RECOMMENDATIONS:

Consider engaging services of UpArt Studios for COH approved Mini-Mural Electrical Box Project, at an estimated budget of \$35,000.

- UpArt has partnered with the City of Houston's Mayor's Office and Public Works & Engineering to commission local artists through the Houston Arts Alliance to paint murals on electrical boxes throughout the city, that are aesthetically pleasing, cost effective, and unique to each area.
- This program has successfully been completed in numerous areas throughout the city since its enactment.
- The murals are coated with an anti-graffiti spray that allow the murals to be well sustained.
- All maintenance costs are absorbed by the City of Houston Public Works & Engineering Department.
- This program has Jeff Weatherford of Public Works & Engineering working closely with UpArt Studios to make sure the boxes are approved and well attended.

MEMORANDUM

TO:

Hobby Area Management District Board of Directors

FROM:

David Hawes

DATE:

October 08, 2015

SUBJECT:

Environmental, Urban Design and Mobility Committee

The Hobby Area Management District Environmental, Urban Design and Mobility Committee held a meeting on September 16, 2015 at 10:00am at the Doubletree Hilton Hobby – 8181 Airport Blvd, 77061.

District Board and Committee members present: Danny Perkins, Ann Collum, Jo An Lemon, and Joe Ed Nelson.

Staff member present: David Hawes, Josh Hawes, Eoles B. Whitaker, Tony Allender, Gretchen Larson, Jerry Lowry, and Mario Ramirez.

Public Present: Annamarie Saavedra, Sherry Weesner, Connie Nelson, Julie Levine, Mercy Carballo, Holli Lubelski, and Rich Vogel.

THE COMMITTEE CONSIDERED THE FOLLOWING:

- 1. Receive update on Broadway Enhancement project.
 - a. Discuss and consider District Clock Tower.
 - i. Currently in the theoretical stage of planning.
 - ii. Clocks will be placed throughout the City counting down to Super Bowl LI; Hobby proposed to be the only permanent fixture.
 - iii. No locations have been discussed yet.
 - iv. Clark Condon & Associates to handle design of Clock Tower.
 - b. Discuss and consider mini- murals, art project in public places, from Up Art Studios and partnership w/ the City of Houston.
 - i. Endorsed by the City of Houston's Mayor's Office of Cultural Affairs and the Department of Public Works & Engineering.
 - No District maintenance required; mural coated with anti-graffiti protectant. Any physical maintenance required is handled by the City of Houston and Public Works & Engineering.
 - iii. Project is low cost and has a high visual impact unique to the area, featuring local artists.
 - iv. Artist submit renderings to Jeff Weatherford (PW&E) and the Houston Arts Alliance for approval.

- 2. Receive update on Long Range Planning Initiatives.
 - a. H-GAC Livable Centers Grant
 - i. Request for Proposals sent back to H-GAC with proposed amendments
 - ii. H-GAC has shared amended proposal with the City of Houston
 - iii. Staff is preparing to complete the Existing Conditions Assessment that precedes the Livable Centers study
 - b. TIRZ 8 Existing Condition Assessment.
 - i. HHC submitted a draft Existing Conditions Assessment to the TIRZ No. 8 Board of Directors
 - ii. A precursor to the Districts Existing Conditions Assessment.
- 3. Receive update on Airport Blvd Enhancement project.
- 4. Discuss Environmental, Urban Design and Mobility projects in the District.

COMMITTEE RECOMMENDATIONS:

Committee recommends engaging services of UpArt Studios for COH approved Mini-Mural Electrical Box Project, at an estimated budget of \$35,000.

MINI MURALS AGREEMENT

THIS AGREEMENT REGARDING THE MINI MURALS PROJECT ("Agreement") is entered into on ______, 2015 by the HOBBY AREA MANAGEMENT DISTRICT ("Hobby District" or "Client"), with its address at 9610 Long Point Road, Suite 150. Houston, Texas 77055, and Underground Planet Art Studio, LLC d/b/a UP Art Studio, LLC a local limited liability corporation organized under the laws of the state of Texas ("UP Art Studio" or "Contractor"), whose address is 3301 Cline Street, Houston, Texas 77020.

- 1. This Agreement provides for UP Art Studio to provide all of the design, technical, administrative, professional service and all labor and supplies for the painting of mini murals on traffic signal control cabinets (the "Project").
- 2. The total payment to be issued to UP Art Studio is \$2,500.00 per Mini Mural. One-half of the total amount of Hobby District's Mini Murals will be due to UP Art Studio prior to commission of the Mini Murals. The remaining one-half of the total amount of Hobby District's Mini Muralss will be due once the Mini Murals are 50% complete. Each such payment will be payable no later than thirty (30) days following Hobby District's receipt of an invoice from UP Art Studio. Hobby District understands the amounts paid to UP Art Studio are non-deductible for federal income tax purposes, and UP Art Studio makes no representation (express or implied) otherwise. In the event Hobby District desires the ability to claim a tax-deduction, it must notify UP Art Studio prior to execution of this Agreement so the appropriate arrangements may be made.
- 3. Upon receipt of the Funds, UP Art Studio will expend the Funds for designing, placing and completing painted art murals on traffic signal control cabinet(s) chosen by Client, that are consistent with the design that is approved by the Client, Deputy Director, Public Works and Engineering/Traffic Operations Division (PWE/TOD), Mayor's Office of Cultural Affairs, and Houston Arts Alliance.
- 4. UP Art Studio's services shall include the following:
 - a. Provide prompt and efficient professional artistic services for the Project, including coordination of
 - b. Engage Client in the design of the murals (two designs included to choose from, additional designs may incur an additional charge).
 - c. Monitor the budget for the Project and purchase all materials necessary for the creation of the Project's artwork.
 - d. Coordinate with PWE/TOD on the location of the boxes that are to be painted. All locations will require the prior approval of the Deputy Director, PWE/TOD.
 - e. All designs for artwork will be submitted to the Deputy Director of the Public Works and Engineering for Traffic Operations, Mayor's Office of Cultural Affairs, and Houston Arts Alliance for approval.
- 5. Completed mural will be added to the minimurals.org website, with a link to Client.
- 6. All artists and others associated with the installation of the artwork shall be required to wear safety vests since they will be working in close proximity to the roadway.

- 7. UP Art Studio shall be responsible for initiating, maintaining, and supervising all safety precautions, including all those required by law in connection with performance of this Agreement.
- 8. UP Art Studio shall make timely payments to all persons and entities supplying labor, materials, or equipment for the performance of this Agreement.
- 9. Client shall have the right to inspect the artist's work in progress on the Project, at reasonable times and upon reasonable notice, provided that such right of inspection shall not materially interfere with efforts to create and complete the Project. Should any issues arise onsite, including but not limited to design issues, Client will not address the artist, but rather will contact UP Art Studio to discuss any such issues.
- 10. The mini mural funded by Client will be professionally clear coated, which will protect against damage from the natural elements and vandalism. The City of Houston Public Works and Engineering Department has the intent of keeping the art on the boxes for as long as physically possible. Client understands that the finished work will be on functioning equipment that will need repair or replacing at some point in time. As such, the City of Houston cannot guarantee how long each Mini Mural will be in use. Estimates are approximately 5 15 years, assuming no unexpected damage occurs such as a car accident or natural disaster.

The City has the right to remove or replace artwork if there is a fault in workmanship, the artwork is vandalized or damaged beyond repair, or if the traffic signal control cabinet is damaged or needs repair or replacement. If the artwork is defaced by graffiti or other means beyond repair, the City will notify the Client via UP Art Studio. This will allow Client the option to repair the mural at its sole expense. If arrangements have not been made with the City within 10 working days of the notification, the City will paint over the entire mural to obliterate the graffiti.

- 11. If Client posts the project to social media, the following will be used: #minimuralshou @upartstudio minimurals.org and artist name.
- 12. Artists can be can chosen from a pre-selected list provided by UP Art Studio or via an open call process through Houston Arts Alliance or UP Art Studio. Should Hobby District desire to work with an artist outside of the pre-approved artist list or open call, an additional fee may apply.
- 13. UP Art Studio is responsible for marketing the Project and does not require marketing support from Hobby District, but does welcome it should Hobby District desire to do so.
- 14. Per City of Houston regulation, no logos or advertisements are allowed on traffic signal control cabinet mini murals.

15. All submitted proposals will become the property of UP Art Studio and Client. The artist owns the copyright of the artwork created and may use it for portfolio purposes but not commercial purposes for a period of one (1) year after the completion date. The completion date is the date the art has the final topcoat and is reviewed by the Committee. The artist agrees to allow UP Art Studio and Client use of the artwork image in any non-commercial way, to promote the program, UP Art Studio, Client, or associated events.

RELEASE OF CLAIMS

In exchange for City's permitting Client to participate in the Project, the Client a) releases, discharges, and holds harmless, b) will not make a claim against or sue, and c) waives a right of recovery against the City of Houston, UP Art Studio, Houston Arts Alliance, Fresh Arts, and the multiple Project partners, and their representatives, for any one or more of the following circumstances, events, or occurrences arising out of the Artist's participating in the Project:

- Bodily injury or personal injury (i.e. libel, slander, defamation of character) to the Artist;
- Partners' use of Artist's artwork including but not limited to, any and all claims or lawsuits for invasion of privacy, defamation, or infringement of copyright; or
- Damage or vandalism to, or loss of, Artist's artwork caused.

INDEMNIFICATION

To the fullest extent allowed by law, Hobby Area Management District agrees to indemnify and hold the UP Art Studio Group harmless from and against legal liability for all judgments, losses, damages, and expenses to the extent such judgments, losses, damages, or expenses are caused by Hobby Area Management District's negligent acts, errors, or omissions arising out of its performance of under this Agreement.

To the fullest extent allowed by law, UP Art Studio agrees to indemnify and hold the Hobby Area Management District harmless from and against legal liability for all judgments, losses, damages, and expenses to the extent such judgments, losses, damages, or expenses are caused by UP Art Studio Group's negligent acts, errors, or omissions arising out of its performance of under this Agreement.

For the purposes of this section, UP Art Studio Group shall include (individually and collectively) UP Art Studio, its parent and affiliates, venture partners, artistic partners, agents, representatives and each of its and their directors, employees and assigns.

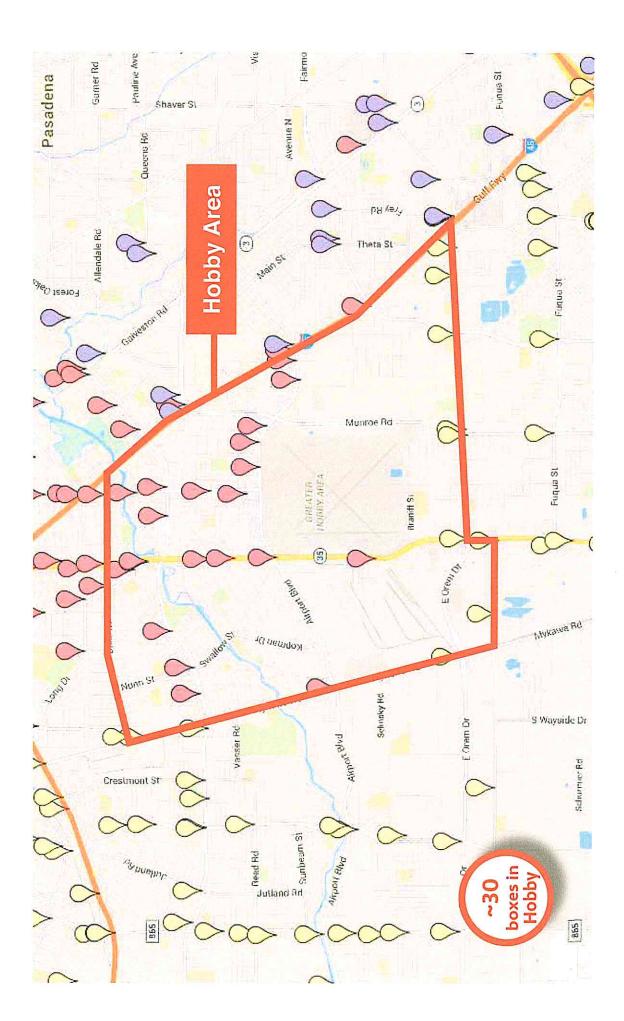
Mini Murals Project ~, 2015	page 4
Accepted and Agreed to this day of	_, 2015:
Hobby Area Management District	UP Art Studio, LLC
Signature:	Signature:
Name:	Name:

Title:

.

Mini Murals Potential Canvases in Your District









Date: September 24, 2015 INVOICE # 2015-0924

TO HOBBY AREA MANAGEMENT DISTRICT.

9610 Long Point Road, Suite 150. Houston, Texas 77055

Salesperson	Job	Payment Terms	Due Date	
Elia		30 days		
Qty	Description	Unit Price	Unit Type	Line Total
12	Traffic Signal Control Cabinet Mini-Murats	\$2,500.00	Each	\$30,000.00
The same short and a supplier of a total development of a supplier of a		THE CONTRACT OF THE PROPERTY OF THE PARTY OF	1	
		Subtotal		\$30,000.00
		Sales Tax	:	\$0.00
		Total Due		\$15,000.00
		Balance		\$15,000.00

Make all checks payable to UP An Studio LLC

Thank you for your business!

UP Art Studio, ELC 1 3301 Cline St. | Houston, TX, 77020 | Phone 713-701-0809 | elia ä upartstudio.org

HOBBY AREA MANAGEMENT DISTRICT (HARRIS COUNTY IMPROVEMENT DISTRICT NUMBER 9) CITY OF HOUSTON HARRIS COUNTY, TEXAS

AGENDA MEMORANDUM

TO:

Hobby Area Management District Board of Directors

FROM:

Executive Director

SUBJECT:

Agenda Item Materials

8. Receive an update from the Business and Economic Development Committee.

STAFF NOTE: The minutes of the committee meeting of September 16 are attached for review.

THE COMMITTEE CONSIDERED THE FOLLOWING ACTION ITEM(S):

- a. Sponsorship of the NAACP 97th Annual Freedom Awards on October 30
- b. The addition of professional writers to the District creative team

COMMITTEE RECOMMENDATIONS:

The committee recommends sponsorship of the NAACP 97th Annual Freedom Awards on October 30 in the amount of \$5,000.

The committee recommends the addition of professional writers to the District creative team, setting a budget not to exceed \$2,000 per month and authorizing the Executive Director to execute services agreements, as applicable.

FISCAL NOTE:

The requested funds of \$5,000 for the sponsorship request and \$2,000 per month for professional writing services are available in the FY 2015 approved Business and Economic Development budget.



TO:

Hobby Area District Board of Directors

FROM:

District Executive Director

DATE:

October 8, 2015

SUBJECT:

Business and Economic Development Committee Meeting Minutes

The Hobby Area District Business and Economic Development Committee met on Wednesday, September 16, 2015 at the Hobby Airport Doubletree Hotel, 8181 Airport Blvd. Houston, TX 77061.

District Board and Committee Members present were: Danny Perkins, Ann Collum, and Joe Nelson.

Staff present were: Gretchen Larson, Jerry Lowry, Eoles Whitaker and Josh Hawes.

The Committee was called to order at 11:00 a.m.

THE COMMITTEE CONSIDERED THE FOLLOWING ITEM(S):

- a. Discuss sponsorship of the NAACP 97th Annual Freedom Awards on October 30
- b. Discuss adding additional professional writers to the District creative team, set a budget of not to exceed \$2,000 per month and authorize the Executive Director to execute services agreements, as applicable
- c. Received report from the Business Ambassador

Discuss sponsorship of the NAACP 97th Annual Freedom Awards on October 30.

Staff stated that they had received a request for sponsorship for the NAACP 97th Annual Freedom Awards on October 30. Staff shared the sponsorship levels with the committee which ranged from \$50,000 to \$1,500 for a table of 10 with various marketing incentives per levels. Staff stated that if the committee were to sponsor, they would recommend that the committee consider a level which would give them, at a minimum, an ad in the program for the marketing exposure that they would receive. Chairman Perkins reminded the committee that support of our primary partners was consistent with the adopted mission of the District. Staff noted that support of partner events was also consistent with the marketing outreach initiatives of the adopted Communications Plan.

The committee discussed the various sponsorship levels and marketing opportunities and decided that they would like to recommend to the board sponsorship of the event at the \$5,000, Independence Level, which would give the District a ½ page color ad in the program.

Discuss adding additional professional writers to the District creative team, set a budget not to exceed \$2,000 per month, and authorize the Executive Director to execute services agreements, as applicable.

Staff reminded the committee that the Social Media Strategist, Amber Ambrose, would begin her duties on October 1 and that adding professional writing services was the final piece of the outreach strategy. Staff noted that by adding these services the District would finally have the opportunity to tell their story. Staff stated that the going rate for feature article writing services was generally \$1.00 per word so a typical article of 500 words is \$500 per feature produced. Staff also noted that as this plan developed the writer(s) would work with Ms. Ambrose and staff to create an editorial calendar that would be taken to the committee each month and adjust as needed depending upon what was happening in the District and community. Staff stated that a budget of \$2,000 per month for either 4 feature articles or 5 reposts and 3 articles as a good start in the plan to increase engagement in the community with the District. Staff also noted that in interviewing writers they would seek those writers that were professional published and had a good relationship with area media outlets and journalists.

The committee discussed the recommendations from staff and asked a number of questions regarding type and style of articles. Staff stated that we would recommend that the articles should generally fall into 4 categories – 2 business, 1 District related and 1 human interest. This way we would have the opportunity to appeal to the widest audience possible. Upon conclusion of the discussion, it was the consensus of the committee to move the staff recommendation to the board for consideration at their next meeting, setting a budget not to exceed \$2,000 per month, and authorizing the Executive Director to execute the necessary services agreements, as applicable.

Receive updates on Business Ambassador Program.

BA Mario Ramirez reported that the initial visits were going well and that he had visited 50 businesses for the month with 33 visits were completed. He stated that he felt he was being well received and that folks were interested in receiving information about what the District was doing and planning. The committee thanked Mr. Ramirez for his report.

Adjourn

There being no further business for the committee the meeting was adjourned at 11:45 a.m.



Web: www.ahalllaw.net

Email: ahall@ahalllaw.net

Four Houston Center • 1331 Lamar Street, Suite 1060 • Houston, Texas 77010 • Phone: (713) 739-0137 • Fax: (713) 739-0397

August 11, 2015

Mr. Danny Perkins P.O. Box 262091

Houston, Texas 77207

Dear Mr. Perkins:

The National Association for the Advancement of Colored People (NAACP) is one of the oldest and most persistent advocates for racial justice and full participation in American society. The fight for basic rights for all Americans and progress towards those goals is the product of a broad range of diverse Americans. The essence of these goals can be described as assuring human dignity.

I am honored to serve as Honorary Chair of the 97th Anniversary of the Houston Branch's Annual Freedom Fund Awards Gala. The gala will be held Friday, October 30, 2015, Hilton Americas Hotel – Ballroom of the Americas at 7:00 PM. This gala is the primary fundraising activity of the Houston Branch.

Much progress can surely be documented. However, all of us are aware that many challenges in the quest for equality and justice in our society continue. In the words expressed by another endearing organization to me, "Promises kept . . . more to do." I am specifically asking for your support of the activities of the NAACP and its established advocacy priorities designed to advance the agenda of all fair-minded people. They are:

- *Economic Sustainability
- *Educational Advocacy
- *Environmental & Climate Justice Advocacy
- *Health Advocacy
- *Labor Union Advocacy
- *Legal Redress, Criminal Justice and Public Safety
- *Policy, Social and Community Outreach
- *Voting Rights and Fair Representation
- *Veterans Affairs
- *Youth Advocacy

Enclosed is a list of sponsorship categories. Your support will assist in making the greater Houston community one that we all can be even more proud of.

Thank you for your consideration of my request. If there are questions, please contact me at 713/739-0137.

Sincerely,

Anthony W. Hall, Jr.

AWH/jwp enclosures



NAACP Houston Branch

Freedom Fund Hala Sponsorship Levels

Program		\$25,000	\$15,000	Justice \$10,000	Independence \$5,000	Unity \$2,500	Organizer \$1,500
Book	Center fold double page color ad	Back cover full page color ad	Inside cover full page color ad	Full page color ad	Haif page color ad	Listed in program book	
Event Guests	3 tables (30 guests)	2 tables (20 guests)	1 table (10 guests)	1 table (10 guests)	1 table (10 guests)	1 table (10 guests)	1 table (10 guests)
Signage	Event Title sponsor	Quarierly Forum Title sponsor	Continuous screen banner	Continuous screen banner	Continuous screen banner	Continuous screen banner	
Valet Parking	15 parking passes	10 parking passes	5 parking passes	5 parking passes	5 parking passes		
Danny R Pe		x(qty) = Hobby Are	**** Al	ll Page Ad 6°H x D Deadline Octo	10.5*W □ Half P ber 15, 2015 Chair	age Ad 6"H x 5"\	N Format J
AME P.O. Box 22	2167	COMP	Houston/Texas/7	7227-2167	POSITION		
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HONE # IM/C □Visa		AX#	EMAIL			☐ Enclosed is my checkfor \$	
kp. Date	Signature/	As It Appears On Card:			□lca	nnot attend but will	make a donatio

FREELANCE WRITING CONTRACT - DRAFT

Parties and Assignment. This agreement (the "Agreement") is made and entered into as of the _____ day of _____, 2015 (the "Effective Date") by and between the Hobby Area Management District hereafter, referred to as Client and XXXX (hereafter referred to as "Writer"). The agreement is in regards to professional freelance writing services to be performed at the direction of the Executive Director in coordination with the Marketing Director as a part of the PR and marketing strategy of the District in accordance with their adopted project work plan.

In consideration of the mutual covenants made herein, the parties agree as follows:

Work. Writer agrees to produce written materials such as text and articles (the "Work") at the request of the Client for fees agreed upon in advance and turn in or deliver the Work by an agreed upon deadline. Writer agrees that she/he will be the sole author of the Work, which will be original work by Writer, free of plagiarism. Writer agrees to use reasonable care to ensure that all facts and statements in the Work are true and that the Work does not infringe upon any copyright, right of privacy, proprietary right, right of publicity or any other right of a third party. Writer agrees that Client has the right to edit the Work as it deems appropriate for publication, and that Writer will cooperate with Client in editing and otherwise reviewing the Work prior to publication. Writer will cooperate with Client if any complaints, claims or litigation should arise regarding the Work.

Confidentiality: Writer acknowledges that he/she may be furnished or may otherwise receive or have access to information which relates to the Client's past, present or future products, vendor lists, creative works, marketing strategies, pending projects and proposals, and other proprietary information which gives the Client an opportunity to acquire an advantage over its competitors who do not know or use it (the "Proprietary Information"). Writer agrees to preserve and protect the confidentiality of the Proprietary Information and all physical forms thereof, whether disclosed to Writer before this Agreement is signed or afterward. In addition, Writer shall not disclose or disseminate the Proprietary Information to any third party and shall not use the Proprietary Information for his or her own benefit or for the benefit of any third party. Without limiting the generality of the foregoing, Writer shall be prohibited from the Client or the Work with a representative of the press or media, either directly or indirectly, without the Client's express prior written approval.

Compensation. Client agrees to pay Writer a flat fee of \$500 per original feature article or 5 reposts.

Writer is responsible for the payment of all federal, state and/or local taxes with respect to the services he performs for the Client as an independent contractor. The Client will not treat Writer as an employee for any purpose.

Payment and Collection. Unless otherwise specified in writing, invoices not paid within 30 days of the invoice date will accrue interest at 1.5% per month. Client agrees to pay for each check returned for insufficient funds or any other reason \$25 per occurrence or 5% of the value of each returned item, whichever is greater. Client agrees to pay all reasonable attorney's fees (at least 15% of all amounts due, including interest) if any account is placed with an attorney for collection. Client agrees that the purchase of the services described herein constitutes "doing business" in the State of Texas and submits itself to the jurisdiction of the State of Texas with respect to any suit brought by The Writer to collect any sums hereunder. The parties agree that the only venue

for any suit brought by either of them with respect to the services sold hereunder shall be in the State Court of Harris County.

Client Approval. Client is responsible for written approval of work ordered (i.e., copy, design, photography, typesetting, and other services) required for the completion of the Work. This approval can be in the form of initials or facsimile.

Upon acceptance of the Work, client accepts responsibility for any further processes in which this work is used (i.e., film output, printing, etc.) Writer is not responsible for errors occurring in this work or projects related to this work after acceptance of the Work.

Changes. Any verbal or written changes made by Client to the scope of the Work following its initiation by Writer are subject to additional charges. Should such changes negate any part of the Work already completed at the time of the changes, Client accepts responsibility for payment of the completed work and all services related to it, in addition to charges for the change itself.

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.

Executive Director, Hobby Area District
XXXXXXX Writer

HOBBY AREA MANAGEMENT DISTRICT (HARRIS COUNTY IMPROVEMENT DISTRICT NUMBER 9) CITY OF HOUSTON HARRIS COUNTY, TEXAS

AGENDA MEMORANDUM

TO:

Hobby Area Management District Board of Directors

FROM:

Executive Director

SUBJECT:

Agenda Item Materials

- 9. Receive an update and recommendations from the Public Safety and Security Committee.
 - Consider a District mobile security camera policy
 - Receive report from S.E.A.L. Security on Public Safety initiatives in the District
 - 2. Receive and consider draft Mobile Security Camera Policy
 - 3. Receive update on County Attorney program
 - 4. Receive update on RCR report
 - 5. Discuss public safety initiatives

COMMITTEE RECOMMENDATIONS:

Consider District Mobile Security Camera Policy.

- This document affords the District an acting policy for mobile security usage and a standard for which district sponsored camera services are being rendered.
- This document establishes a specific timeline for use of service and the process for extension.
- This document, in line with the service plan lays the foundation as a crime deterrent.

MEMORANDUM

TO:

Hobby Area Management District Board of Directors

FROM:

David Hawes

DATE:

October 08, 2015

SUBJECT:

Public Safety Committee

The Hobby Area Management District Public Safety Committee held a meeting on September 16, 2015 at 12:00pm at the Doubletree Hilton Hobby – 8181 Airport Blvd, 77061.

District Board and Committee members present: Danny Perkins, Marjorie Evans, Jo Ann Lemon, Ann Collum, and Joe Ed Nelson.

Staff Member Present: Josh Hawes, Eoles B. Whitaker, Mario Ramirez, and Jerry Lowry.

Public Safety Officer Present: HPD Sgt. Justin Kennedy, HPD Officer Adam Ho, SEAL Officer Sgt. Jesse Sampson, and SEAL Officer William McNabb.

Public Present: Connie Nelson, Julie Levine, Mercy Carballo, Rich Vogel, and Holli Lubelski.

THE COMMITTEE CONSIDERED THE FOLLOWING:

- 1. Receive report from S.E.A.L. Security on Public Safety initiatives in the District.
 - a. High volume of vagrants cleared from I-45 underpasses; engaged repeat trespassers and dispatched HPD in those instances.
 - b. Seen slight increase in petty theft; SEAL officer's located stolen electronics near abandoned building and dispatched HPD; who took custody upon arrival.
 - c. S.E.A.L. have active patrols in the District with increased visibility.
 - d. S.E.A.L. actively collaborating with HPD and Mayor's Anti-gang office relating to graffiti tagging in the District.
- 2. Receive and consider draft Mobile Security Camera Policy.
 - a. Provides standing policy for mobile camera usage for the District.
 - b. Provides a method of accountability and tracking of services rendered as well as system for continued service following the expiration of District sponsored coverage.
- 3. Receive update on County Attorney program.
 - a. A new case against an illegal spa now in progress.
 - b. Working with Broadway Village Apartments to negotiate steps the owners have to take requiring them to fix up the property.
 - c. The District County Attorney is currently working with the HPD DRT unit to address several nuisance complaints in the District.

- 4. Receive update on RCR report.
 - a. The committee received the latest report on the RCR program in the District.
- 5. Discuss Public Safety Initiatives
 - a. HPD Sgt. Justin Kennedy from the Southeast Division will no longer be in the District.
 - b. Hot Spot program disbanded in the District; TAC & DRT officer numbers increased.
 - c. Consider 'patrolled by S.E.A.L. signage' for the District.
 - d. The committee approved mobile camera policy.

COMMITTEE RECOMMENDATIONS:

Consider District Mobile Security Camera Policy.



HOBBY AREA MANAGEMENT DISTRICT

Mobile Security Camera Implementation Policy

Purpose

The Hobby Area Management District makes limited use of mobile security camera systems within District boundaries, primarily used for crime deterrence purposes. The secondary purpose of the mobile security camera systems is to allow the after-the-fact investigation of crimes that may have been committed within range of the systems.

Management of Video Surveillance Systems

The District will consider each request for a mobile security camera on a case by case basis by the Public Safety Committee. If the committee approves the request, a mobile security camera will be installed for 90 days and paid for by the District. The District may, at their sole discretion, extend the paid service 30 days for a total of 120 days. If property owners wish to continue this service they may do so at their own cost. The Hobby Area Management District manages its mobile security camera systems and has exclusive control of the release of video recordings and images. Placement of the camera will be determined by input from the property owner and recommendations from S.E.A.L. Secuirty.

Video Surveillance Monitoring

The mobile security camera systems are not continuously monitored from the S.E.A.L. Security Command Center, rather S.E.A.L. Security officers generally view the mobile security cameras on a periodic basis or in response to a specific incident.

Video Surveillance Recording

All mobile security cameras are capable of being recorded continuously by a digital video recording system. Recorded video is used exclusively for the investigation of security and safety incidents.

Recorded video is not made directly available to the property owners, building tenants, or the general public. In the event that a security incident occurs, it may be reported to the HPD and S.E.A.L. Security. If the event occurred in an area where mobile security camera surveillance coverage is available, S.E.A.L. Security will review the recorded video and make a determination if any video relevant to the incident is available. Requests to provide video



recordings directly to property owners, tenants, neighbors, or members of the general public will not be accommodated. If a crime has been committed, it should be reported to HPD and S.E.A.L. Security. If it is believed that recorded video from the Hobby Area Management District would assist in the investigation of this crime, HPD should be told to contact the S.E.A.L. Security. If relevant video is available, a permanent video clip of the incident will be produced and made available to HPD. All requests for video recordings by law enforcement agencies shall be coordinated through the S.E.A.L. Security.

<u>Limitations of Video Surveillance Systems</u>

Be aware that S.E.A.L. Security does not continuously monitor most cameras, therefore there should not be an expectation of active surveillance in the range of a camera. The mobile security camera system has cameras that might only cover a portion of the installed location, and even when camera coverage exists, it may not provide the level of detail necessary to spot suspicious activity or identify criminals.

HOBBY AREA MANAGEMENT DISTRICT (HARRIS COUNTY IMPROVEMENT DISTRICT NUMBER 9) CITY OF HOUSTON HARRIS COUNTY, TEXAS

AGENDA MEMORANDUM

TO:

Hobby Area Management District Board of Directors

FROM:

Executive Director

SUBJECT:

Agenda Item Materials

10. Receive the Executive Director's monthly report on actions and initiatives in support of the District's Service Plan.



HOBBY AREA MANAGEMENT DISTRICT

SERVICE PLAN

MONTHLY REPORT

SEPTEMBER 10 – OCTOBER 8, 2015

COMMITTEE ACTIVITY

STAFF ACTIVITY

COMMITTEE ACTIVITY

Business and Economic Development Committee

The Business and Economic Development Committee met on September 16th.

Environmental, Urban Design and Mobility Committee

The Environmental and Urban Design Committee met on September 16th.

Public Safety Committee

The Public Safety Committee met on September 16th.

STAFF ACTIVITY SEPTEMBER 10 – OCTOBER 8, 2015

- Conducted monthly board meetings, public safety, environmental and urban design, and business and economic development meetings.
- Staff made regular updates to the District website and distributed e-news and e-blasts for area partner events.
- Staff is preparing an ad for insertion in the NAACP program gala pending board approval of participation in the event.
- Staff met with Amber Ambrose and Gary Wise regarding the social media outreach plan for HobbyFest and the sanctioning for the BBQ cook-off. Both Amber and Gary will submit proposals for these services for consideration at the October 21st committee meeting.
- The first kick-off meeting for HobbyFest 2016 took place on September 16. Staff will be working with the creative team to create the "Save the Date" flyer and sponsorship packages in October.
- > Staff worked with the legal team to finalize paperwork for establishment of the 501c3.
- > Staff has reached out several times to the Starbucks Headquarters in Seattle to try and determine if Mr. Schultz has received and is going to respond to the request to speak at our State of the District event in February.
- The fall printed newsletter has been completed.

- Staff met and held planning meeting regarding property ownership engagement for the District.
- Staff met with Up Art Studios to discuss and review terms of agreement.
- > Staff met with Fire Station 36, and they would like renovation/relocation. Also evaluating support through the TIRZ for a relocation.
- TIRZ No. 8 is considering participation in the \$500,000 Southeast Houston Regional Mobility Study through the Houston-Galveston Area Council.
- The Request for Proposals related to the Hobby Area Livable Centers study was released Monday, September 28. A preproposal conference is scheduled for October 6 at H-GAC offices to consultants interested in competing to be awarded the study.
- > Staff is preparing to begin the Existing Conditions Assessment that will inform the consultant team selected to complete the Livable Centers study.
- Staff attended TAG meeting with City of Houston Director of Public Works & Engineering Dale A. Rudick, sharing updates on the Infrastructure Design Manual Changes, Rebuild Houston and Impending COH Challenges/Initiatives.
- ➤ HPD South East Division Sgt. Justin Kennedy will soon be replaced as he has been reassigned. He will assist with introductions and transition of new Sgt. to the District.
- > Staff held meeting with S.E.A.L. Security regarding security reporting techniques. Jerry and staff will attend/present at several training sessions at their headquarters to help improve reporting.
- Staff reported graffiti tagging to Graffiti abatement team for removal.
 - o 99 Cent Discount Store 10220 Almeda Genoa Rd.
- Staff reported vagrancy issue to SEAL for action.
 - CVS Pharmacy 6161 Telephone Rd.
- Staff reported nuisance issue to 311.
 - Nuisance on Property 10250-c Almeda Genoa Rd. 77075



1,000 Volunteers | 150,000 Meals | Be a part of history



October 17, 2015 | 1pm-4pm