

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

July 14, 2016

DETERMINE QUORUM; CALL TO ORDER.

The Board of Directors of the Hobby Area Management District held a regular meeting on Thursday, July 14, 2016, 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, <i>Chairman</i>	Position 7 -	Marjorie Evans
Position 2 -	Helen Bonsall, <i>Vice-Chair</i>	Position 8 -	Joe Edd Nelson
Position 3 -	Todd Szilagyi	Position 9 -	Darryl Bailey
Position 4 -	Jesus H. Saenz, Jr.	Position 10 -	Vic J. Zachary
Position 5 -	Ann Collum	Position 11 -	Alberto Cardenas
Position 6 -	Sue De Haven, <i>Secretary</i>		

and all the above were present, with the exception of Directors Szilagyi, Saenz and Evans, thus constituting a quorum. Also present were Jerry Lowry, Gretchen Larson and Linda Clayton, all with Hawes Hill Calderon, LLP; Sanjay Bapat, Bracewell LLP; Jack Roland, Governmental Financial Reporting, LLC.; and Jeff Sonnheim, Equi-Tax. Others attending the meeting were Joaquin Martinez, Council Member Gallegos' office; Eoles Whitaker, Office of State Rep. Garnet Coleman; Rhedonda Cox and O'Brien McFadden, both of SEAL Security; Ann Culver and Annamarie Saavedra, both of Scenic Houston; Sheila Condon, Clark Condon; Maria Ramirez, Hobby Business Ambassador; and Kim Borabaugh, Whitney Bank. Chairman Perkins called the meeting to order at 1:04 p.m.

RECEIVE PUBLIC COMMENTS.

There were no public comments.

APPROVE MINUTES OF MEETING HELD JUNE 9, 2016.

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

RECEIVE ASSESSMENTS COLLECTION REPORT.

Mr. Sonnheim presented the Assessment Collections Report, included in the Board agenda materials. He reported a 97% collection rate on the 2015 assessments with no uncertified values. He reported 206 delinquent statements have been mailed. No action from the Board was required.

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, and answered questions. Upon a motion duly made by Director Bonsall, and being seconded by Director DeHaven, the Board voted unanimously to accept the Bookkeeper's Report and approved payment of invoices, as presented.

RECEIVE UPDATE AND RECOMMENDATION FROM THE HOBBY AREA IMPROVEMENT CORPORATION (HAIC)

- a. **Confirm appointment of Jesus H. Saenz, Jr. HAMD Director, General Manager Hobby Airport, to the HAIC board of directors.**

Mr. Lowry reported the Hobby Area Improvement Corporation had its initial meeting and recommended appointment of Jesus H Saenz Jr to the Hobby Area Improvement Corporation Board of Directors. Upon a motion duly made by Director Nelson, and being seconded by Director Bailey, the Board voted unanimously to confirm the appointment of Jesus H. Saenz, Jr. to the Hobby Area Improvement Corporation Board of Directors.

RECEIVE UPDATE AND RECOMMENDATIONS FROM ENVIRONMENT, URBAN DESIGN, AND MOBILITY COMMITTEE.

- a. **Consider approval of Streetscape Amenities Design Program proposal with Clark Condon and Associates for conceptual and design development and for additional services as requested.**

Mr. Lowry reviewed the proposal from Clark Condon for streetscape amenities conceptual and design development, included in the Board agenda materials, and answered questions. He reported the Committee reviewed the proposal and is recommending for approval. Ms. Condon answered questions presented by the Board. Upon a motion duly made by Director Collum, and being seconded by Director DeHaven, the Board voted unanimously to approve the proposal from Clark Condon, as presented.

- b. **Consider approval of tree trimming contract for the Broadway corridor.**

Mr. Lowry reported there were no specific contractors to be presented to the Board at this time. He stated he was requesting the Board to authorize the current provider to provide tree trimming services as needed and to authorize the Committee to finalize a contract for approximately \$25-30,000 for tree trimming along Broadway Blvd., and then come back next year during the budget process. Upon a motion duly made by Director Collum, and being seconded by Director Nelson, the Board voted unanimously to approve the current provider to provide tree trimming services as needed and authorized the Committee to select the vendor/vendors for such services not to exceed \$30,000.

- c. **Consider approval of concrete testing contract with Tolunay-Wong for pads under the paver portion of the Broadway Enhancement Project.**

Mr. Lowry reviewed the proposal submitted by Tolunay-Wong for construction material testing services along Broadway Blvd. from IH-45 to Airport Blvd, included in the Board agenda materials, and answered questions. He stated the expense was budgeted in the budget for this service. Upon a motion duly made by Director Bonsall, and being seconded by Director Nelson, the Board voted unanimously to approve the proposal from Tolunay-Wong for construction material testing services, as presented.

- d. **Consider approval of a third party inspection service for the Broadway Enhancement Project.**

Mr. Lowry reviewed the proposal from Clark Condon for construction management services for the Broadway Enhancement project in the amount of \$85,000, included in the Board agenda materials. Upon a motion duly made by Director DeHaven, and being seconded by Director Collum, the Board voted unanimously to approve the proposal from Clark Condon for construction management services for the Broadway Enhancement project, as presented.

- e. **Overview of the July 13th Livable Centers Workshop #2.**

Mr. Lowry reported over 100 people attended the workshop conducted last night regarding the Livable Centers Grant. He stated there was one more workshop to be held before gathering the information to provide an analysis report. No action from the Board was required.

RECEIVE UPDATE FROM BUSINESS & ECONOMIC DEVELOPMENT COMMITTEE.

Ms. Larson reported on the Business & Economic Development Committee meeting held in July. She reported work on the printed newsletter is moving forward and should be ready for print sometime next week. No action from the Board was required.

RECEIVE UPDATE FROM PUBLIC SAFETY COMMITTEE.

Mr. Lowry reported the Public Safety Committee met on June 15, a copy of the Committee Minutes is included in Board agenda materials. Officer McFadden presented the June 2016 SEAL Incident Report, included in the Board agenda materials, and answered questions. Director Cardenas requested personal information be redacted on the reports. Mr. Lowry reported during the most recent two 30-day periods crime has decreased 19%. There was general discussion regarding the issues of prostitution and homeless encampments. He reported additional apartments in the District have subscribed to RCR services. No action from the Board was required.

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

Mr. Lowry reported the Executive Director's Report is included in the Board agenda materials for review. Director Cardenas reported he had met this past Tuesday with approximately twelve apartment owners and managers to establish a Positive Interaction Program (PIP). He stated he has reached out to the Houston Apartment Association and will be working with the Public Safety Committee and area apartment owners and managers to meet monthly to share practices and to work together. He stated the apartment owners pay approximately 15% of the assessments and he would like to work with them to help with services provided by the District, including the RCR program.

ANNOUNCEMENTS.

There were no announcements.

ADJOURN

There being no further business to come before the Board, Chairman Perkins adjourned the meeting at 1:55 p.m.

