

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

**August 11, 2016**

**DETERMINE QUORUM; CALL TO ORDER.**

The Board of Directors of the Hobby Area Management District held a regular meeting on Thursday, August 11, 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, Evans and Cardenas, thus constituting a quorum. Also present were Jerry Lowry, Gretchen Larson, Tony Allender and Linda Clayton, all with Hawes Hill Calderon, LLP; Sanjay Bapat, Bracewell LLP; Cindy Craig, Governmental Financial Reporting, LLC.; and Jeff Sonnheim, Equi-Tax. Others attending the meeting were Joaquin Martinez and Rose Castillo, both of Council Member Gallegos' office; Eoles Whitaker, State Rep. Garnet Coleman's office; Paul Reese and O'Brien McFadden, both of SEAL Security; Ann Culver, Scenic Houston; and Maria Ramirez, Hobby Business Ambassador. Chairman Perkins called the meeting to order at 1:01 p.m.

**RECEIVE PUBLIC COMMENTS.**

There were no public comments.

**APPROVE MINUTES OF MEETING HELD JULY 14, 2016.**

Upon a motion duly made by Director Collum, and being seconded by Director Bailey the Board voted unanimously to approve the Minutes of the July 14, 2016, Board meeting as presented.

**RECEIVE ASSESSMENTS COLLECTION REPORT.**

Mr. Sonnheim presented the Assessments Collection Report, included in the Board agenda materials. He reported a 97% collection rate on the 2015 assessment, with no uncertified values. He reported the certified values for 2016 will be out next week and he will provide information on the 2016 values at the next meeting. No action from the Board was required.

**1:04 p.m. Director Cardenas arrived meeting.**

**RECEIVE BOOKKEEPER'S REPORT AND APPROVE INVOICES FOR PAYMENT.**

Ms. Craig presented the monthly bookkeeper's report and quarterly investment report and went over invoices, included in the Board agenda materials. Upon a motion duly made by Director De Haven, and being seconded by Director Nelson the Board voted unanimously to accept the bookkeeper's report and quarterly investment report and approved payment of invoices, as presented.

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

- a. **Consider approval of TML's proposal for director's E&O and general liability insurance in the amount of \$870 annually.**

Upon a motion duly made by Director Collum, and being seconded by Director DeHaven, the Board voted unanimously to approve the TML proposal for Director E&O and general liability insurance in the amount of \$870.00 annually for the Hobby Area Improvement Corporation, as presented.

- b. **Consider approval of Governmental Financial Reporting, LLC's proposal for bookkeeping services in the amount of \$250 per month.**

Mr. Lowry reviewed the proposal from Governmental Financial Reporting to perform bookkeeping services for the Hobby Area Improvement Corporation, included in the Board agenda materials. He reported the fee for services for the Hobby Area Management District remains the same at \$600.00 per month and the proposal adds services for the Hobby Area Improvement Corporation for \$250.00 per month. Upon a motion duly made by Director Bonsall, and being seconded by Director Nelson, the Board voted unanimously to approve the proposal from Governmental Financial Reporting, LLC for bookkeeping services, as presented.

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

Mr. Allender reported the Committee met on July 20, 2016, a copy of the Committee Minutes is included in the Board agenda materials.

- a. **Consider granting the Environment, Urban Design, and Mobility Committee authority to approve the installation of four mini-cell towers on existing poles along Airport Boulevard by the Zayo Group.**

Mr. Allender reported the request was to allow the Committee to review and approve locations along Broadway Blvd. for installation of four mini-cell towers on existing poles by Zayo Group. He reported the

Committee is developing design standards which will be the standards throughout the District. Staff answered questions regarding the mini-cell towers and poles design and aesthetics.

- b. Consider approval of the committee recommendation to fund the completion of the Mini-Mural contract with UpArt in an amount not to exceed \$50,000 for up to twenty (20) murals which may be exercised in several phases.**

Mr. Allender reported the Committee was recommending funding for additional mini-murals. Mr. Lowry reported this will be for phase 2 of the project. He stated the Committee and staff believe they have 18 viable locations for the mini-mural project. He stated the request is for approval of an amount not to exceed \$50,000, and to authorize the Committee to review and approve the locations. Staff answered questions regarding the mini-mural project.

Upon a motion duly made by Director Bonsall, and being seconded by Director Nelson, the Board voted unanimously to (a) authorize the Environmental, Urban Design and Mobility Committee to review and approve locations for installation of four mini-cell towers on existing poles by the Zayo Group; and (b) approved funding for the completion of the mini-mural project in an amount not to exceed \$50,000 and authorized the Committee to approve locations for the mini-mural electrical boxes.

#### **RECEIVE UPDATE FROM BUSINESS & ECONOMIC DEVELOPMENT COMMITTEE.**

Mr. Lowry reported the Committee met on July 20, 2016, a copy of the Committee Minutes is included in the Board agenda materials.

- a. Consider approval of annual memberships with the Houston East End Chamber of Commerce for \$200 and the Greater Houston Partnership for prorated amount of \$2,500.**

Mr. Lowry provided an overview of each organization. He reported the Greater Houston Partnership annual membership rate is \$5,000, and the prorated rate for the remainder of the year is \$2,500. He reported membership would provide the District a networking opportunity. Staff answered questions regarding memberships and participation in committees of the groups, particularly Greater Houston Partnership. Mr. Lowry reported membership with the Houston East End Chamber of Commerce will formalize the District's relationship with the Chamber. Upon a motion duly made by Director Nelson, and being seconded by Director DeHaven, the Board voted unanimously to approve annual memberships with the Houston East End Chamber of Commerce for \$200.00 and with the Greater Houston Partnership in a prorated amount of \$2,500.00 for the remainder of the year.

- b. Consider approval for two attendees to participate in the US Embassy booth at the 2016 Expo Marketplace in Belize City, Belize for an estimated cost of \$3,000.**

Mr. Lowry provided a handout of an email regarding the US Embassy Belize Invitation to Expo Belize Market Place, a copy is attached as Exhibit A. He reported this request did not go through the Committee

due to time constraints and the Chair had requested the item be put on the Agenda for consideration. He reported the Expo provides exposure to US Exporters and will give the District an opportunity to promote the Hobby Area. He stated the estimated cost will be a total of \$3,000. Chairman Perkins stated this was an extended invitation, and the District was invited by the US Embassy. He stated he believes it is a great opportunity for the District. Director Cardenas had several questions including what is the history of the Expo and which businesses are the District trying to attract and what are the benefits? Mr. Perkins stated some of the business interests include transportation, hotels, airlines and rental car agencies. Director Cardenas asked whether these other businesses (transportation, hotels, airlines and rental car agencies) are invited. There was general discussion as to what two people would be attending. Chairman Perkins stated he would be attending as the Chairman for the District and he was thinking of extending the invitation to a Southwest representative. Upon a motion duly made by Director Collum, and being seconded by Director Nelson, Directors Bonsall, Collum, DeHaven, Nelson, Bailey and Zachary voted to approve the request for two attendees to participate in the US Embassy booth at the 2016 Expo Marketplace in Belize City for an estimated cost of \$3,000.00. Director Cardenas opposed. The motion passes.

#### **RECEIVE UPDATE FROM PUBLIC SAFETY COMMITTEE.**

Officer McFadden presented the July 2016 SEAL Incident Report, included in the Board agenda materials, and answered questions. No action from the Board was required.

#### **1:32 p.m. Director Marjorie Evans arrived meeting.**

#### **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 materials for review. Director Cardenas requested an update on plans for the State of the District event, speakers, etc. Ms. Larson reported three speakers are being potentially considered. No action from the Board was required.

#### **ANNOUNCEMENTS.**

Director Collum announced the Glen Valley home tour is scheduled for October 1<sup>st</sup> and 2<sup>nd</sup> from 12 – 4 p.m. She stated advertisement spots are available and they will be having a fundraiser to replace the marker on Broadway.

**ADJOURN.**

There being no further business to come before the Board, Chairman Perkins adjourned the meeting at 1:39 p.m.

(Seal)



Secretary

A handwritten signature in cursive script, appearing to read "Steve DeHamer", is written over a horizontal line.

List of Exhibits:

- A. Information on 2016 Expo Marketplace in Belize City, Belize

**From:** Silva, Carmen [<mailto:SilvaC@state.gov>]  
**Sent:** Monday, August 1, 2016 5:04 PM  
**To:** Danny R Perkins (H)  
**Subject:** U.S. Embassy Belize invitation to Expo Belize Market Place

Dear Mr. Perkins:

The US Embassy is preparing to participate in the 2016 Expo Belize Market Place to be held September 3-4, 2016 at the ITVET Compound in Belize City. This year for the first time the Embassy is inviting U.S. exporters to showcase their products and services with us the Expo. This is in line with our Commercial Services mandate to support the promotion of U.S. exports and business into Belize.

### **Background on the Expo Belize Market Place**

The event is organized by the Belize Chamber of Commerce and Industry (BCCI) and is the largest commercial Expo organized in Belize. It has participation from all major economic sectors including but not limited to: furniture, financial, tourism, information and communication technology, automotive, beverage, wines and spirits, agro-businesses, airlines, dry goods, entertainment, and services. Government departments, NGOs, International Organizations and Embassies also partake in this well reputed market place.

### **Why participate in the U.S. Embassy Belize booth?**

- ✓ Participation is available through a variety of ways
  - direct participation in our booth
  - sending your company promotional items to be distributed at the Expo
  - advertising your company in the U.S. Embassy Supplier Directory
- ✓ Participation provides an ideal way to test the Belize market
- ✓ The U.S. Embassy Belize will promote your company, its products and services to potential agents, distributors and importers

Registration deadline: **August 19, 2016.**

I would be grateful for your cooperation in sharing the attached flyer and registration form with your contacts who may be consideration doing business in Belize!

Please do not hesitate to contact me for further information.

Kindest regards,

Carmen Silva

*Carmen M. Silva*  
*Economic/Commercial Assistant*  
*U.S. Embassy*