

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

**December 14, 2017**

**DETERMINE QUORUM; CALL TO ORDER.**

The Board of Directors of the Hobby Area Management District held a regular meeting on Thursday, December 14, 2017 at 6:30 p.m. at the Houston Club located at 910 Louisiana, Houston, Texas 77002, 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 2 - Helen Bonsall, *Vice-Chair*  
Position 3 - Todd Szilagyi  
Position 4 - Jesus H. Saenz, Jr.  
Position 5 - Ann Collum  
Position 6 - Sue De Haven, *Secretary*  
Position 7 - Keyur Amin  
Position 8 - Joe Edd Nelson  
Position 9 - Darryl Bailey  
Position 10 - Vic J. Zachary  
Position 11 - James Brown

and all the above were present, with the exception of Directors Szilagyi, De Haven, Zachary and Brown, thus constituting a quorum. Also present were Jerry Lowry, Executive Director; Gabrielle Dirden, HAMD; Linda Clayton and Tony Allender, both of Hawes Hill & Associates, LLP; Clark Lord, Bracewell LLP; Cindy Craig, Governmental Financial Reporting, LLC.; and Jeff Sonnheim, Equi-Tax. Others attending the meeting were Mario Ramirez, Hobby Business Ambassador. Chairman Perkins called the meeting to order at 6:08 p.m.

**RECEIVE PUBLIC COMMENTS.**

There were no public comments.

**APPROVE MINUTES OF MEETINGS HELD OCTOBER 12, 2017.**

Upon a motion duly made by Director Nelson, and being seconded by Director Bailey, the Board voted unanimously to approve the Minutes of the October 12, 2017, Board meeting, as presented.

**RECEIVE ASSESSMENTS COLLECTION REPORT.**

Mr. Sonnheim presented the Assessment Collection Report, included in the Board agenda materials. He reported a 99% collection rate on the 2016 assessments, \$16,015 in uncertified values and 71 unsettled accounts. No action from the Board was required.

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

Ms. Craig presented the Bookkeeper's Report and went over invoices, included in the Board agenda materials. Upon a motion duly made by Director Nelson, and being seconded by Director Bonsall, the Board voted unanimously to accept the Bookkeeper's Report and approved payment of invoices, as presented.

**RECEIVE PUBLIC HEARING RESULTS:**

- a. **Hearing Examiner's Report and Proposal for Decision;**
- b. **Order Supplementing the Assessment Role (sic) for the Harris County Improvement District No. 9 (Hobby Area Management District) and Levying Assessments Against the Property on the Supplemental Assessment Roll; and**
- c. **Order Setting the Rate of Assessment for All Properties on the District's Assessment Role (sic) for Year 5 of the District's 10-Year Service Plan.**

Mr. Lord reviewed the Hearing Examiner's Report and Proposal for Decision; Order Supplementing the Assessment Roll for the Harris County Improvement District No. 9 (Hobby Area Management District) and Levying Assessments Against the Property on the Supplemental Assessment Roll; and Order Setting the Rate of Assessment for All Properties on the District's Assessment Roll for Year Five of the District's Service Plan, all included in the Board agenda materials. Upon a motion duly made by Director Collum, and being seconded by Director Saenz, the Board voted unanimously to (a) accept the Hearing Examiner's Report and Proposal for Decision, as presented; (b) adopt the Order Supplementing the Assessment Roll for the Harris County Improvement District No. 9 (Hobby Area Management District) and Levying Assessments Against the Property on the Supplemental Assessment Roll, as presented; and (c) adopt the Order Setting the Rate of Assessment for All Properties on the District's Assessment Roll for Year Five of the District's Service Plan, as presented.

**6:26 p.m. Director Zachary arrived meeting**

**6:38 p.m. Director Brown arrived meeting.**

**RECEIVE, REVIEW AND APPROVE FY2018 BUDGET AND OPERATING PROCEDURES AND GUIDELINES FOR BUDGET ADMINISTRATION, AND AUTHORIZE STAFF TO FINALIZE AND ENTER CONTRACTS NECESSARY TO FURTHER ITEMS APPROVED IN THE FY2018 BUDGET.**

Mr. Lowry went over the budget process and reviewed the proposed Operating Procedures and Guidelines for Administration of the Fiscal Year 2018, included in the Board agenda materials. Mr. Lowry reviewed the proposed FY2018 Budget and answered questions. Director Brown reported the Budget Committee has reviewed the guidelines, proposed budget and contracts and

is recommending for approval by the Board. Upon a motion duly made by Director Brown, and being seconded by Director Nelson, the Board voted unanimously to (a) approve the Operating Procedures and Guidelines for Administration of the Fiscal Year 2018 Budget, as presented; (b) approve the FY2018 Budget, as presented; and (c) authorized staff to finalize and enter into the contracts necessary for the FY2018 Budget.

**RECEIVE AN UPDATE AND RECOMMENDATIONS FROM THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE:**

- a. Support Letter for CM Gallegos' effort to rename Hobby Airport's West Concourse to the Howard Hughes Concourse**

Ms. Dirden reviewed the support letter for CM Gallegos effort to rename the west concourse of Hobby Airport. She reported the Committee discussed and is recommending for approval. Director Collum made a motion to authorize execution of the support letter. Director Bonsall seconded. After full discussion by the Board, the Director Collum withdrew her motion. Upon a motion made by Director Collum, and being seconded by Director Bailey, the Board voted unanimously to table this item to allow time to receive and review further information from all parties on this matter.

**ESTABLISH A RESOLUTION TO NAME HOBBY AREA DISTRICT RECORDS MANAGEMENT MANAGER.**

Mr. Lord reviewed the Resolution Designating a Records Management Officer, included in the Board agenda materials. He reported the Resolution designates Gabrielle Dirden to serve as Records Management Officer for the District. Upon a motion duly made by Director Brown, and being seconded by Director Zachary, the Board voted unanimously to adopt the Resolution Designating Records Management Officer, as presented.

**ELECTION OF DISTRICT BOARD OFFICERS – CHAIR, VICE-CHAIR AND SECRETARY/TREASURER**

- a. Appoint an Election Officer;**
  - i. Accept Nominations and Conduct Election per Office**
- b. Board to Receive Election Results and Appoint Officers as Appropriate**

Mr. Lowry stated State law requires an election of officers when new board members are appointed to the Board. Director Collum nominated Director DeHaven to serve as Secretary/Treasurer, no other nominations were made for Secretary/Treasurer; Director Collum nominated Director Bonsall to serve as Vice-Chair, no other nominations were made for Vice-Chair. Director Collum nominated Director Perkins to serve as Chairman, no other nominations were made for Chair.

Upon a motion duly made by Director Collum, and being seconded by Director Brown, the Board voted unanimously to appoint Director Sue DeHaven to serve as Secretary/Treasurer; Director

Helen Bonsall to serve as Vice-Chair; and Director Danny Perkins to serve as Chairman of the Board of Directors.

**HOLIDAY SOCIAL INVITATION 7:00-9:00 P.M.**

**ADJOURN.**

There being no further business to come before the Board, Chairman Perkins adjourned the meeting at 7:09 p.m.



Chair, Vice Chair or Secretary