

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

October 10, 2019

DETERMINE QUORUM; CALL TO ORDER

The Board of Directors (the "Board") of the Hobby Area District (the "District") held a regular meeting on October 10, 2019, at The Doubletree Hotel, 8181 Airport Blvd., located inside the boundaries of the District, open to the public, and the roll was called of duly appointed members of the Board, to-wit:

Position 1 - Danny Perkins, *Chairman*
Position 2 - Helen Bonsall, *Vice-Chair*
Position 3 - Liliana Rambo
Position 4 - Ann Collum
Position 5 - Sue De Haven
Position 6 - Keyur Amin
Position 7 - Joe Edd Nelson
Position 8 - Darryl Bailey
Position 9 - James Brown, *Secretary/Treasurer*

and the above were present except Directors De Haven, Amin, and Brown, thus constituting a quorum.

Also present at the meeting were Walter Funes-Field Services and Special Projects Manager for the District; Pamela Guerra-Manager, Office Administration & Support Services for the District; Tim Austin of Allen Boone Humphries Robinson, LLP ("ABHR"); Jack Roland of Roland Fry & Warren LLC; and Deborah Bessire of Equi-Tax, Inc.

DETERMINE QUORUM; CALL TO ORDER

Chairman Perkins called the meeting to order at 1:00 p.m.

RECEIVE PUBLIC COMMENTS

There were no public comments.

APPROVE MINUTES OF AUGUST 8, 2019, BOARD MEETING

After review and discussion, Director Nelson made a motion to approve the minutes of the regular meeting held on August 8, 2019, as submitted. Director Collum seconded the motion, which passed by unanimous vote.

REVIEW AND ACCEPT BOOKKEEPER’S REPORT AND INVOICES FOR PAYMENT

Following review and discussion, Director Collum made a motion to approve the bookkeeper’s report and payment of the invoices listed in the report. Director Bonsall seconded the motion, which passed by unanimous vote.

REVIEW AND ACCEPT ASSESSMENTS COLLECTION AND DELINQUENCY REPORTS

Ms. Bessire reviewed the assessment collection report. The Board then reviewed the delinquent assessment report prepared by Perdue, Brandon, Fielder, Collins & Mott L.L.P., the District’s delinquent tax attorney. No Board action was taken.

ADOPT ORDER ESTABLISHING A RECORDS MANAGEMENT PROGRAM AND DESIGNATING A RECORDS MANAGERMENT OFFICER

Following review and discussion, Director Bonsall made a motion to adopt the Order Establishing a Records Management Program and Designating a Records Management Officer and direct that the Order be filed appropriately and retained in the District’s official records. Director Nelson seconded the motion, which passed by unanimous vote.

AUTHORIZE A PUBLIC HEARING ON THE SUPPLEMENTAL ASSESSMENT ROLL, APPROVE NOTICE BY FIRST CLASS MAIL OF PUBLIC HEARING TO CONSIDER ADVISABILITY OF SUPPLEMENTING ASSESSMENT ROLL, AND APPOINT HEARING EXAMINER TO CONDUCT HEARING ON THE SUPPLEMENTAL ASSESSMENT ROLL

Chairman Perkins recommended Josh Hawes as a Hearing Examiner to conduct a public hearing (the “Hearing”) to consider advisability of supplementing the assessment roll to be held on October 29, 2019. Following discussion, Director Collum made a motion to (1) authorize the Hearing to be held on October 29, 2019; (2) approve First Class mail as the method for mailing notices for the Hearing; and (3) appoint Josh Hawes as Hearing Examiner to conduct the Hearing. Director Bailey seconded the motion, which passed by unanimous vote.

BUDGET FOR FISCAL YEAR ENDING DECEMBER 31, 2020.

The Board reviewed a proposed budget for fiscal year ending December 31, 2020. Director Rambo had questions on the proposed budget and asked for actuals of the 2018 budget. She also requested detailed line items on the budget to which Mr. Funes provided her information during meeting. Chairman Perkins called on Director Bonsall to present a recommendation for approving the budget. Following review and discussion, Director Bonsall moved to adopt the budget for fiscal year ending December 31, 2020, as presented. Director Nelson seconded the motion, which passed by unanimously.

REVIEW AND APPROVE SERVICE AGREEMENT WITH ONEFOOTOVER FOR MARKETING AND SOCIAL MEDIA SERVICES.

Following review and discussion, Director Bonsall moved to approve a Service Agreement with Vietbino, LLC dba One Foot Over for marketing and social media services. Director Nelson seconded the motion, which passed by unanimous vote.

REVIEW AND APPROVE CONTRACT FOR CYBER SECURITY ASSESSMENT WITH ARTHUR PEREZ

Following review and discussion, Director Bonsall moved to approve a contract with Arthur Perez for a cyber security assessment. Director Collum seconded the motion, which passed unanimously.

AUTHORIZE HOLIDAY SOCIAL EXPENSES AND ENGAGE ENTERTAINMENT

Director Nelson presented options for the District's Holiday Social and recommended that he be authorized to approve all Holiday Social expenses in accordance with the budget. Director Nelson moved to authorize Director Nelson to approve Holiday Social expenses in accordance with the budget. Director Rambo seconded the motion, which passed unanimously.

REVIEW AND APPROVE RECOMMENDATION FROM THE PUBLIC SAFETY COMMITTEE, INCLUDING: HPD'S OVERTIME PROJECT, CONTRACT AMENDMENT WITH SEAL, AND CONTRACT WITH ZALADIUM FOR SECURITY CAMERAS

Mr. Funes presented options and recommendations from the Public Safety Committee. After review and discussion, Director Bonsall moved to (1) approve payment to the Houston Police Department ("HPD") for the HPD Crime Initiative Overtime program, subject to ABHR approval of an agreement between the District and HPD; (2) approve an amendment to the Security Services Contract with S.E.A.L. Security Solutions to increase the hourly rate to \$32.00, subject to approval of the amendment by ABHR; and (3) approve the proposal from Zaladium Analytics for security/surveillance camera system rental, subject to ABHR approval of an agreement between the District and Zaladium Analytics. Director Nelson seconded which passed by unanimous vote.

APPROVE PROPOSALS FOR MAINTENANCE OF PAVERS AT BROADWAY AND BELLFORT.

Mr. Funes presented proposals for maintenance of pavers located at Broadway and Bellfort. Following review and discussion, Director Bonsall moved to approve the proposals for paver repairs from Antero Services for the following locations: (1) NE corner of Bellfort in the amount of \$3,750.00; (2) NW corner of Bellfort in the amount of \$3,750.00; (3) NW corner of Broadway in the amount of \$3,750.00; and (4) SW corner of Broadway in the amount of \$3,750.00. Director Bailey seconded, which passed by unanimous vote.

RATIFY CONTRACT FOR BUSINESS AMBASSADOR SERVICES WITH TWISTED MISTER PROMOTION LLC.

Following review and discussion, Director Nelson moved to approve a Service Agreement with Twister Mister Promotion LLC for District ambassador services. Director Collum seconded the motion, which passed by unanimous vote.

RATIFY AGREEMENT FOR DISTRICT EXPENSE REVIEW BY AUXILIARY SUPPORT, LLC.

Following review and discussion, Director Bonsall moved to approve the engagement of Auxiliary Support, LLC. Director Bailey seconded the motion, which passed by unanimous vote.

CONVENE IN EXECUTIVE SESSION PURSUANT TO TEXAS GOVERNMENT CODE, SECTION 551.071 (PRIVATE CONSULTATION WITH ATTORNEY) AND SECTION 551.074 (PERSONNEL MATTERS)

The Board did not convene in executive session.


NEXT MEETING

The Board concurred to hold its next meeting on December 12, 2019, at 6:00 p.m.

ADJOURN

There being no further business to come before the Board, upon a motion made by Director Nelson and seconded by Director Bailey, Chairman Perkins adjourned the meeting at 2:05 p.m., which passed by unanimous vote.





Chair, Vice Chair or Secretary