



# CITY OF HOUSTON

**John Whitmire**

Mayor



Jim Szczesniak  
Director of Aviation

Houston Airports  
16930 John F. Kennedy Boulevard  
Houston, Texas 77032  
fly2houston.com

March 1, 2024

Mr. Agustin Arellano  
President & CEO  
HAS Development Corporation  
[aarellano@hasdc.net](mailto:aarellano@hasdc.net)

Dear Mr. Arellano:

As the new Chairman of the HAS Development Corporation Board of Directors, I am sending you this letter to outline my initial expectations for the operation of the Corporation moving forward. Houston Mayor John Whitmire has made transparency a central pillar of his administration, and I am committed to doing the same with the administration of the Houston Airport System (HAS) and any auxiliary bodies operating in tandem with or for the benefit of HAS.

At the next board meeting, I would like to discuss transparency measures that would give the Corporation a level of transparency that is common at similarly situated 501(c)(3) corporations. Topics I'd like to cover include:

1. Posting the Corporation's Bylaws and the associated Conflicts of Interest Policy to the Corporation's website.
2. Posting the Corporation's annual reports to the Corporation's website.
3. Posting the names and titles of all Corporation Directors, Committee members, Officers, Advisory Board members, and staff members to the Corporation's website.
4. Posting Board agendas to the Corporation's website at least 72 hours in advance of the meeting.
5. Opening the board meetings to the general public.
6. Publishing Board minutes to the Corporation's website.
7. Other possible measures to increase transparency.

Council Members: Amy Peck Tarsha Jackson Abbie Kamin Carolyn Evans-Shabazz Fred Flickinger Tiffany D. Thomas Mary Nan Huffman  
Mario Castillo Joaquin Martinez Edward Pollard Martha Castex-Tatum Julian Ramirez Willie Davis Twila Carter  
Letitia Plummer Sallie Alcorn

Controller: Chris Hollins



# CITY OF HOUSTON



If any of these initial topics are of no concern and can be implemented before the next board meeting, please work to complete them as soon as possible. Please coordinate and schedule the next Board meeting to occur before April 15<sup>th</sup>.

Thank you in advance for your prompt assistance. I look forward to working with you as the Corporation furthers its purposes undertaken for the benefit of the Houston Airport System.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jim Szczesniak".

Jim Szczesniak  
Airport Director  
Houston Airport System

Chairman of the Board  
HAS Development Corporation