

HIRAM CLARKE/FORT BEND DEVELOPMENT AUTHORITY AND TAX INCREMENT REINVESTMENT ZONE  
NUMBER TWENTY-FIVE  
CITY OF HOUSTON, TEXAS

JOINT BOARD OF DIRECTORS MEETING

The Board of Directors (the "Board") of both the Hiram Clarke/Fort Bend Redevelopment Authority (the "Authority") and the Tax Increment Reinvestment Zone Number Twenty-Five, City of Houston (the "City"), Texas (the "Hiram Clarke/Fort Bend Zone"), held a joint regular meeting, open to the public, on the fifth day of April 2018, at 12:00 P.M., at the Fountain Life Center, 14083 South Main Street, Houston, Texas 77035, and the roll was called of the members of the Board:

Rosemary Capetillo	Position 1
Theadore Andrews	Position 2, Chairman
George Anderson	Position 3, Vice Chairman
Linda Scurlock	Position 4, Vice Secretary
Homer Clark	Position 5, Treasurer
Kevin Riles	Position 6
Horace Allison	Position 7, Secretary

and all the above were present except Directors Capetillo and Riles, thus constituting a quorum.

- 1. Establish a quorum and call to order.** With a quorum established at 12:06 P.M., Director Andrews called the meeting to order.
- 2. Minutes from the last meeting.** The minutes for the March meeting were not available. However, the minutes from the February 1, 2018, joint regular meeting of the Board of the Authority and the Zone were reviewed, and Director Anderson moved to approve the minutes. The motion was seconded by Director Allison and passed by unanimous vote.
- 3. Chairman's Report**
  - a. TIFWorks, LLC Consulting Agreement Letter:** Director Andrews received a letter from Ralph DeLeon terminating his agreement with the Authority and the Zone. Since this was a "no vote" item, Director Andrews asked for an acknowledgment of Mr. DeLeon's service by a round of applause.
  - b. Receipt of Statement of Qualifications from CIP Consultant of Pre-Qualified Professional Engineering Services Firms:** The Board retained the services of Hawes-Hill Associates to obtain proposals. Mr. Allen Goodlow (Hawes-Hill Associates) reported that eight (8) engineering firms submitted proposals. The proposals were submitted to TIRZ 9 March 26, 2018. The proposals will be for projects at Hiram Clarke/West Fuqua and South Post Oak/West Orem. A committee of board

chairpersons of the TIRZ 9, TIRZ 25, and Five Corners Improvement District will meet within the month to discuss the proposals, and then there will be a joint board meeting.

**c. Budget Template Worksheet from City of Houston:** The process is in the beginning stages. Jennifer Curley, Homer Clark, Theodore Andrews, and Ralph DeLeon will be working on the template, and it should be ready to return to the City of Houston within 30-45 days.

**d. Independent Accountant's Report on Applying Agreed-Upon Procedures.** (This item was not on the agenda but was in the Board Packet): Melissa Morton of the Morton Accounting Services gave the report. Director Riles, chairperson of the Real Estate Committee, will review the report.

**4. Committee Reports:**

**a. Finance Committee, Homer Clark:**

**i. Finance Report:** Director Clark reviewed the balance sheet as of February 28, 2018, and the Statement of Activities for eight months ending February 28, 2018.

**ii. Approve Invoices for Payment:** Director Clark reviewed the invoices and unpaid bills as of April 5, 2018. Director Clark moved that the finance report be accepted and payment of the invoices be made. Director Anderson seconded, and the motion passed unanimously.

**b. Board Development Committee, George Anderson**

**i. Texas Public Officials Ethics:** With the death of Council Member Green and the resulting Special Election for his seat, Director Anderson asked Attorney Omar Isfar to speak on board compliance with the Texas Public Officials Ethics. The Board nor individual board members in their capacity as board members can endorse candidates. This does not preclude board members as private citizens from donating to a candidate.

**ii. Legislative Updates.** No action was taken.

**iii. Proposal for Web Development Services from Present the Vision.** Director Anderson met with the vendor about the website and negotiated a lower price for the website development. The report was for information purposes only.

**c. Real Estate Development Committee, Kevin Riles:** Director Riles was not in attendance.

**i. Report of Real Estate Development Committee Meeting.** No report given due to the absence of Director Riles.

**ii. Report of Real Estate Development Committee meeting with Hines Development on Boulevard Oaks Business Park.** Director Andrews along with Director Riles participated in a teleconference with Charlie Meyers and Laura Deco about the project. The Board received comments from Ms. Deco concerning the Boulevard Oaks Business Park. This item was not for a vote.

**d. Planning Committee, Linda Scurlock.**

- i. Platting Activity for City of Houston Planning Commission.** Director Scurlock reviewed the City of Houston Planning and Development Department Bi-Weekly Plat Summary, which included a plat for Southwest Logistics that had been reported at a previous meeting. This report was not included in the Board Packet.
- 5. Public Comments.** Ms. Vivian Harris, District K Constituent Liaison, reported on several events occurring in District K in April: April 19- Sims Bayou Greenway Groundbreaking, 4400 Bayberry, 10:00 A.M.; April 7-Keep Houston Beautiful, staging at Townwood Park 3402 Simsbrook; April 21-22-Willow Waterhole Music Fest; April 23- May 1-Early voting for District K Special Election (Early voting sites: Hiram Clarke Multi-Service Center, Platou Community Center, Fiesta Mart, Harris County Administration Building) and Election Day May 5; April 24-District K Candidate Forum at Westbury High School.
- 6. Discuss meeting schedule including date and time of next meeting.**

  - a.** Proposed Date: May 3, 2018. Director Andrews, being cognizant of board members' time, did not request a vote on this item until there is indication of a full agenda.
- 7. Convene in Executive Session pursuant to section 551.087, Texas Government Code, to discuss economic development matters of the Zone.** The board did not convene in Executive Session.
- 8. Reconvene in Open Session and authorize appropriate action regarding economic development negotiations.** No action was taken.
- 9. Adjourn.** There being no further business, at the request of Director Andrews, Director Anderson moved to adjourn the meeting at 12:45 P.M. The motion was seconded by Director Scurlock and passed by unanimous vote.

