

**MINUTES OF THE MEETING OF**  
REINVESTMENT ZONE NUMBER TWENTY-FIVE, CITY OF HOUSTON, TEXAS  
(HIRAM CLARKE/FORT BEND ZONE)  
AND  
HIRAM CLARKE/FORT BEND REDEVELOPMENT AUTHORITY  
JOINT BOARD OF DIRECTORS MEETING  
May 3, 2018

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 3rd day of May 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
Theodore Andrews	Position 2, Chairman
George Anderson	Position 3, Vice Chair
Linda Scurlock	Position 4, Vice Secretary
Homer Clark	Position 5, Treasurer
Kevin Riles	Position 6
Horace Alison	Position 7 Secretary

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

1. **Establish quorum and call to order** - With a quorum established at 12:06 p.m., the meeting was called to order by Director Andrews. Director Riles provided an opening prayer.
2. **Minutes from the last meeting** - The Board of the Authority and the Zone considered approving the minutes of the April 3, 2018, joint regular meeting. After review and discussion, Director Anderson moved to approve the minutes as presented. The motion was seconded by Director Riles and which passed by unanimous vote.
3. **Chairman’s Report:**
  - a. **Report on Request for Qualifications for engineering and design services for CIP projects** - Director Andrews reported that the proposals were reviewed by the board chairs of TIRZ #9 and TIRZ #25, along with the Chairman of the Management District. It was decided to conduct in-person interviews with a select few of those firms, that week, with the assistance of consulting firm Hawes Hill & Associates. After the review and interviews, recommendations to the board for the hiring or engagement of the engineering firm for specific capital improvement projects which are noted in the budget Intersection of Hiram Clark & W. Fuqua, S. Post Oak & W. Fuqua, thoroughfare of Hwy 90A and S. Post Oak. Evaluation of the firms was based on similar experience in kind of work requesting previous, work with other TIRZ organizations, diversity and local presence. No vote was asked of the board and there were no questions asked.
4. **Committee Reports:**
  - a. **Finance Committee, Homer Clark:**
    - i. **Finance Report** - Director Clark reviewed the Financial Statements and Compilation Report and reported on the fund balances ending March 1, 2018. After review and discussion, Director Clark moved to accept the Financial Statements and Compilation Report. The motion was seconded by Director Anderson, and which passed by unanimous vote;
    - ii. **Approve Invoices for Payment** - Director Clark reviewed current invoices submitted for review and included on the Unpaid Bills Report and recommended payment of the aforementioned invoices. After review and discussion, Director Clark moved to approve

payment of current invoices. Director Riles asked about SW Tracts and their involvement in the upcoming audit. The motion was seconded by Director Anderson, and which passed by unanimous vote;

- iii. **Review and Approve Proposed Budget for FY19** - After review and discussion, Director Clark moved to approve payment of current invoices. Director Andrews moved to approve the FY19 budget and the motion was seconded by Director Riles, and which passed by unanimous vote. There was discussion from Jennifer Curley, City of Houston regarding how much can be spent beyond the FY19 budget, revisions, which is not needed.

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

- i. **Web Development Process Update** – Director Anderson reported on the development and the projection timeline to start the design prototype, which involves developing content. Director Anderson thanked Director Scurlock for volunteering her services and welcomed others to collaborate;
- ii. **RY2 Solutions Consulting Introduction** - Director Anderson introduced RY2 Solutions, Jerome Austin and Chris Bilton, who introduced themselves, and talked about services they would like to provide for TIRZ 25 regarding management and developing new projects. The report was for information purposes only.

**c. Real Estate Development Committee, Kevin Riles:**

- i. **Report of Real Estate Development Committee meeting** - Director Riles reported that TIRZ 25 is in negotiation stage of participation of the Hines Boulevard Oaks Business Park development and the ask from Hines. Charlie Kuntz, from Hines, stated that they are in Phase 1 and hope to receive approval and have an understanding of where they stand for being reimbursed for this project, along with discussing the challenges of the property and the benefits and returns of being involved in this type of project. The report was for information purposes only.

**d. Planning Committee, Theadore Andrews:**

- i. **Platting Activity for City of Houston Planning Commission** - Director Andrews reported that a single plat had been submitted by Ms. Scurlock at W. Allum for CenterPoint energy.

5. **Public Comments** – Ms. Martha Castex-Tatum, District K, reported on an upcoming meeting in District K: May 15 - Meeting to discuss the upcoming election and vigil in honor of Council Member Larry Green’s birthday. She reminded everyone that the elections were coming up. Additionally, Ramona Clayton from METRO reported that they have been working on their long-range planning goals, however, they are on-hold for now, to ensure the right infrastructure is in place.
6. **Discuss meeting schedule including date and time of next meeting** – Proposed Date: August 2, 2018. Director Riles asked if there was a June meeting. Director Andrews moved to approve to have a meeting on June 7<sup>th</sup>. The motion was seconded by Director Riles.
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 to discuss, at the request of Director Andrews, Director Anderson moved to adjourn the meeting at 12:51 p.m., which was seconded by Director Clark, and which passed by unanimous vote.