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**HIRAM CLARKE/FORT BEND REDEVELOPMENT AUTHORITY AND
TAX INCREMENT REINVESTMENT ZONE NUMBER TWENTY-FIVE,
CITY OF HOUSTON, TEXAS
JOINT BOARD OF DIRECTORS MEETING**

October 5, 2017

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 5th day of October 2017, 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 Chair
Linda Scurlock	Position 4, Vice Secretary
Homer Clark	Position 5, Treasurer
Kevin Riles	Position 6
Horace Alison	Position 7 Secretary

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

1. **Establish quorum and call to order.** A quorum having been established at 12:09 p.m., the meeting was called to order by Director Andrews. Director Anderson provided an opening prayer.
2. **Minutes from the last meeting.** The Board of the Authority and the Zone considered approving the minutes of the August 3, 2017, 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. **Interlocal Agreement by and between the South Post Oak Redevelopment Authority and the Five Corners Management District.** No action was taken.
 - b. **Tri-Party Agreement - Public Safety Program.** No action was taken.
 - c. **Procurement Policy.** No action was taken.

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4. Zone Administrators Report:

- a. **Zone Five-Year Capital Improvement Plan Budgets.** Mr. De Leon deferred the report to the next Board meeting.

5. 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. 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.

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. The motion was seconded by Director Anderson, and which passed by unanimous vote.

- ii. **Adopt Audit for Fiscal Year end June 30, 2017.** Director Clark and Mr. George Baugh, Auditor for the Authority reviewed the Fiscal Year 2017 Audit. After review and discussion by the Board, Director Clark moved to adopt the Fiscal Year 2017 Audit and authorize the Auditor to forward the Audit to the Controller's Office of the City. The motion was seconded by Director Anderson, and which passed by unanimous vote.

- b. **Board Development Committee, George Anderson:** Director Anderson provided a report on the current status of the development of a website for the Zone and the Authority including research of comparable websites. Director Anderson suggested including links to projects, documents, agendas, Board member information and other information relevant to the Zone and the Authority. Director Anderson reported he would present a web designer engagement proposal before years end.

c. Real Estate Development Committee, Kevin Riles:

- i. **Hines South West Business Park Tax Year 2016-2017 Report.** Director Riles reviewed the report with the Board, and provided an overview of the increased value of the Hines South West Business Park parcels, attributable to the development of the project. Mr. De Leon provided an overview of the developer reimbursement process and provide an approximate date for the reimbursement payment to Hines.

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- d. **Planning Committee, Horace Alison.**
 - i. **Platting Activity for City of Houston Planning Commission.** No action was taken.
6. **Public Comment.** Martha Castex-Tatum, City of Houston District K Community Liaison reported that District K staff visited 16 neighborhoods, and 20 subdivisions on National Night Out. Additionally, Ms. Castex-Tatum reported that Council Member Larry Green hosted the Texas Municipal League 2017 Municipal League Annual Conference and Exhibition, held at the George R. Brown Convention Center from October 3 thru 6, 2017, the completion of Holmes Road Overpass was scheduled for completion in January 2018 and the West Airport Road expansion was scheduled for completion in December of 2018, and the grand opening of the Southwest Police Station was preliminarily scheduled for December 8, 2017. Ms. Castex-Tatum also informed the Board that the District K, Fall Arbor Day Tree Planting Event will be held on Saturday, October 28, 2017, starting at the Crossing Community Church, 3225 West Orem Drive, Houston, Texas 77045.
7. **Discuss meeting schedule including date and time of next meeting.** After review and discussion, Director Anderson motioned to set the next meeting date for November 2, 2017, which was seconded by Director Riles, and which passed by unanimous vote.
8. **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.
9. **Reconvene in Open Session and authorize appropriate action regarding economic development negotiations.** No action was taken.
10. **Adjourn.** There being no further business to discuss, at the request of Director Anderson, Director Riles moved to adjourn the meeting at 1:02 p.m., which was seconded by Director Anderson, and which passed by unanimous vote.

Secretary, Board of Directors