

**MINUTES OF MEETING  
REINVESTMENT ZONE NUMBER TWENTY-FIVE  
(HIRAM CLARKE/FORT BEND HOUSTON TIRZ)  
CITY OF HOUSTON, TEXAS**

**BOARD OF DIRECTORS**

**November 7, 2013**

**Establish quorum and call to order.**

The Board of Directors of the Reinvestment Zone Number Twenty-Five, City of Houston, Texas, held a meeting on Thursday, November 7, at 12:00 noon at the Hiram Clarke Multi-Service Center, 3810 West Fuqua, Houston, Texas, inside the boundaries of the Zone and open to the public. The roll was called of the duly appointed members of the Board, to wit:

Position 1 – Theodore Andrews, Chairman	Position 5 – Homer Clark
Position 2 – Rosemary Capetillo	Position 6 – Kevin Riles
Position 3 – George Anderson	Position 7 – Horace Alexander
Position 4 – Linda Scurlock	

and all of the above were present except Director Capetillo. Also present were Houston City Council Member Larry Green; Donald Perkins and Vivian Harris, Council Member Green's staff; Gwen Tillotson, City of Houston Economic Development Department; Steven Kirkland, City of Houston Legal Department; Kamal Rasheed, C. Lester Engineers; William Pitre, Star Realty Services; George Anderson, The Fountain of Praise; Elmer L. Fridia, Hiram Clarke Civic Club; Ray Washington, Super Neighborhood #40; Algenita Davis, TIRZ 7 and TIRZ 9; and David Hawes, Alice Lee, Allen Goodlow, and Josh Hawes, Hawes Hill Calderón LLP. Having determined the presence of a quorum of the board, Chairman Andrews called the meeting to order at 11:59 AM.

**Oath of Office.**

Council Member Larry Green administered the Oath of Office to the members of the Board of Directors.

**Organization of the Board including the election of officers.**

Upon a motion by Director Anderson, seconded by Director Scurlock, the Board opened the floor for election of officers. After discussion, Director Anderson submitted a substitute motion, seconded by Director Clark, to table the election of officers until the next board meeting. The Board unanimously approved the substitute motion.

**Resolution establishing regular meeting date, time, and location.**

Chairman Andrews presented a resolution to establish the first Thursday of each month, 12 noon, at the Hiram Clarke Multi-Services Center as the Zone Board's regular meeting date, time, and location. A motion was made and seconded to approve the resolution. The Board voted unanimously to adopt the motion. Director Anderson moved to establish a simple majority as the quorum requirement for board meetings; Director Allison seconded. The motion carried unanimously.

**Distribution of Formation and Board Member Appointment Documents.**

The Board received a packet of information prepared by the City of Houston, Mayor's Office of Economic Development, which included the oath of office, a resolution adopting a regular meeting, a proposed Project Plan and Reinvestment Zone Financing Plan, a Board Training Short Course and a Board of Ethics short course, Motion No. 2013 0669, and City of Houston Ordinance No. 2013-708.

**Distribution of Project Plan and Reinvestment Zone Financing Plan.**

David Hawes distributed a Preliminary Project Plan and Reinvestment Zone Financing Plan and provided an overview of its contents.

Following brief comments from Ms. Tillotson and Mr. Kirkland, the board agreed to hold a separate meeting to receive the board orientation and training on legal ethics. Mr. Kirkland agreed to search for and distribute information to the board regarding any opportunities available for them to obtain this information on-line.

**Public comments.**

Chairman Andrews invited Vivian Harris, Elmer Fridia, and Allen Goodlow to make comments to the board. Each spoke briefly.

**Adjourn and schedule next meeting.**

Director Anderson moved to set the next meeting on Thursday, December 5, 2013, at 12 noon, at the Hiram Clarke Multi-Service Center. The board approved the motion. Upon a motion from Director Riles, and being seconded by Director Allison, the Board voted to adjourn the meeting at 12:55 p.m.

SIGNED: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_