

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
April 4, 2019

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 7th day of February 2018, at 12 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 Allison	Position 7 Secretary

and all the above were present, with the exception of Director Capetillo, thus constituting a quorum.

1. **Establish quorum and call to order** - With a quorum established at 12:00, 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 March 7, 2018 joint regular meeting. After review and discussion, Director Andrews asks for a motion to approve previous minutes. Motion moved by Director Anderson and seconded by Director Riles and which passed by unanimous vote.

3. Chair and Committee Reports:

a. Charimains’ Report, Theadore Andrews:

i. Consultants Report:

Hawes Hill, Don Huml – Mr. Haul updated the board concerning the Tri-Party Agreement and TIRZ #9 Board Meeting. His update consisted of the project plan of the amphitheater and many other projects that TIRZ #9 has as well as the Task Order from Huitt-Zollars to finalize the design for the two intersections. Mr. Huml also discussed the FY-Budget presented by TIRZ #9 to be considered by the Board.

Huitt-Zollars, Daniel Menendez – Mr. Menendez presented to the board, the schedule to the completion of the intersection redesign where he went through the schedule and explained each step. He also informed the board of all tasks he and the Huitt-Zollars team has been working on behind the scenes.

IMPACT Strategies Consultants – Debny Greenlee – Ms. Greenlee shared with the Board the statistics from the MERTONext Public Meeting and IMPACT’s further discussion with getting Metro involved in more projects with the Authority. Ms. Greenlee also informed the Board on the many intentions of meeting and stakeholder engagements that are to come.

- ii. Hardwick Law Firm LLC** – Director Andrews recommend The Hardwick Law Firm as representative of the TIRZ Board and the Hiram Clarke Fort Bend Redevelopment Authority. Director Andrews asks for a motion and discussion. The motion was moved by Director Anderson and seconded by Director Clarke, Director Riles amends to the motion to move forward with termination of current representation. The motion was seconded by Director Anderson, Director Allison abstain from the motion and which passed by unanimous vote;

- iii. **PFM** – Director Andrews asks for a motion to accept the proposal from PFM with their conjunction with the TKG & Associates. The motion was moved by Director Anderson and seconded by Director Clarke, and which passed by unanimous vote;
 - b. **Finance Committee, Homer Clark:**
 - i. **Finance Report** - Director Clark reviewed the Financial Statements and Compilation Report and reported on the fund balances ending February 29, 2019.
 - ii. **TexPool Update** – Director Clark reviewed the TexPool statement and reported on the fund balances ending February 29, 2019.
 - iii. **Approve Invoices for Payment** - Director Clark reviewed current invoices submitted for the Unpaid Bills Report and recommended payment of all invoices. After review and discussion, Director Clarke moved to approve payment of current invoices. The motion was seconded by Director Scurlock, and which passed by unanimous vote;
 - iv. **Audit Preparations** – Director Clarke informed the board of the necessary steps to come in order to complete the budget. Director Clarke moved that the board accept the engagement letter from George Baugh. The motion was seconded by Director Anderson, and which passed by unanimous vote;
 - c. **Board Development Committee, George Anderson:**
 - i. **Email Address Change** – Director Anderson, inform the Board and the community in the update of the email address to enforce more, the branding of Hiram Clarke Fort Bend.
 - ii. **Policy & Procedure Development** - Director Anderson reported to the board, to document all policies and procedures create for the Authority. In order to process payments more effectively that will be sent out to all vendors.
 - iii. **Ethics: Political Campaign** - Director Anderson reminds the board of the board’s ethical obligations during the election season.
 - iv. **Goodman Corporation** - Director Anderson updated the board on the proposal from The Corporation and expresses his interest in future projects.
 - d. **Real Estate Development Committee, Kevin Riles:**
 - Director Riles informed the board of the status of applying the commercial real estate listing to be added to The Authority’s website.
 - e. **Planning Committee, Linda Scurlock:**
 - i. **Platting** – There are no current platting in the Zone.
- 4. **Public Comments** – Councilwomen Martha Castex-Tatum informed the board of the updating of the flood maps as well as flood rain awareness awareness. The councilwomen also informed the board of a couple of upcoming projects including decreasing the visual blight within the district, “Keep Houston Beautiful” campaign, and the Sims Bayou Art Project presented by Elia Quiles from UP Art. Ms. Harris shares her opinions on the art project. Mr. Carnell Emanuel updated the board on the budget deadlines. There were additional comments from Kristen Blomquist, Reverend Ray Washington, Joel North, Harris. Mr. Carl Davis Evans Mr. Rainwater, Mr. Ryan Smith and Mr. Don Huml.
- 5. **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
- 6. **Reconvene in Open Session and authorize appropriate action regarding economic development negotiations.** No action was taken;
- 7. **Discuss meeting schedule including date and time of next meeting** –Proposed next meeting date: Thursday, May 2, 2019, noon.
- 8. **Adjourn.** There being no further business to discuss, Director Andrews entertains a motion to adjourn, which was moved by Director Anderson and seconded by Director Riles, which passed by unanimous vote.

Secretary, Board of Director