

**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 1, 2021**

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 1st day of April 2021, at 12 p.m., via the Zoom Video Conference Call System located at: <https://us02web.zoom.us/j/4232732025> and the roll was called of the members of the Board:

Taofeeq Tijani	Position 1
Theodore Andrews	Position 2, Chairman
George Anderson	Position 3, Vice Chair
Linda Scurlock	Position 4, Vice Secretary
Homer Clark	Position 5, Treasurer
Phyllis Bailey	Position 6
Horace Allison	Position 7 Secretary

and all the above were present, thus constituting a quorum.

1. **Establish quorum and call to order** - With a quorum established at 12:05, 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 March 6, 2021 joint regular meeting. Director Andrews asked for a motion to approve the previous minutes. The motion was moved by Director Anderson and seconded by Director Allison. The motion passed by unanimous vote.
3. **Public Comments** – There were no public comments.
4. **Chair and Committee Reports:**
  - a. **Chairman’s Report, Theodore Andrews:**
    - i. **Consultant’s Report:**
      - District Gateway – Huitt-Zollars** – Chaitanya Kasturi provided an update regarding the District Gateways project. The report was for information purposes only. No action was taken.
      - Sidewalk, Curb and Ramps Update – Huitt-Zollars** – Chaitanya Kasturi presented to the board the updates related the sidewalk, curb and ramps report. The report was for information purposes only. No action was taken.
      - Receive and Approve Bid Recommendations and Award Contract for Work Order #5 – Huitt-Zollars** – Chaitanya Kasturi and Ben Obaretine presented Work Order #5. After review and discussion, Director Andrews asked for a motion to approve Work Order # 5. The motion was moved by Director Allison and seconded by Director Tijani. The motion passed by unanimous vote.
      - Receive and Approve Task Order #5** – Daniel Menendez presented to the board the updated Task Order #5 for consideration. After review and discussion Director Andrews asked for a motion to approve Task Order #5. The motion was moved by Director Allison and seconded by Director Tijani. The motion passed by unanimous vote.
      - Receive and Approve Task Order #7** – Chaitanya Kasturi presented to the board the

updated Task Order #7 for consideration. After review and discussion Director Andrews asked for a motion to approve Task Order #7. The motion was moved by Director Anderson and seconded by Director Scurlock. The motion passed by unanimous vote.

**Tri-Party Update – Hawes Hill** – Don Huml presented to the board an update regarding the Tri-Party Agreement. The report was for information purposes only. There was no action taken.

**Public/Civic Arts Updates – Up Art Studios** – Elia Quiles presented to the board an update regarding the Public and Civic art within the district. There was no action taken.

**Receive and Approve Task Order #2 – Up Art Studios** – Elia Quiles presented to the board Task Order #2. After review and discussion, Director Anderson asked for a motion to approve the task order. The motion was moved by Director Anderson and seconded by Director Allison. The vote passed by unanimous vote.

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

**i. Financial Report, Five Months Ended November 30, 2020** – Director Clarke presented the financials to the board for the four months ended February 28, 2021. Item approved with unpaid bills.

**ii. TexPool Update** – Director Clark reviewed the TexPool statement and reported on the fund balances ending February 28, 2021. Item approved with unpaid invoices.

**iii. Unpaid Invoices** - Director Clark reviewed current invoices submitted for the Unpaid Bills Report and recommended payment of all invoices. After review and discussion, Director Clark moved to approve payment of current invoices and accept the financial report as presented. The motion was seconded by Director Scurlock, and passed by unanimous vote.

**iv. Receive and Approve Pay Application 2 for H&N Contractors** – There was no action taken.

**v. Receive and Approve Pay Application 2 for OnPar Services** – After review and discussion, Director Clark moved to approve and pay, Pay Application #2 for On Par Services. The motion was seconded by Director Scurlock and passed by unanimous vote.

**vi. Budget Update** – Director Clark provided an update on the completion and presentation of the Budget for Fiscal Year 2021. This report was for information purposes only. No action was taken.

**c. Vice Chairman’s Report, George Anderson:**

**i. Introduction of Board Member Phyllis Bailey** – Directors Andrews and Anderson introduced to the board Director Bailey as the new addition. This report was for information purposes only, no action was taken.

**ii. State of the District** – Director Anderson and Vice Mayor Pro Tem, Martha Castex-Tatum informed the board of the event hosted by the District K Office, 2021 State of the District event. This report was for information purposes only. No action was taken.

**iii. Houston Galveston Area Council/ Co.Starters Program** – Director Anderson informed the upcoming opportunity that will be introduced to the District. This report was for information purposes only. No action was taken.

**iv. Strategic Planning Session** – Eric Lyon provided an update of the past and future Strategic Planning Sessions. This report was for information purposes only. No action was taken.

**v. Economic Development/ Mobility Studies Update** – Eric Lyons presented to the board updates regarding economic development and mobility studies. This report was for information purposes only. No action was taken.

**d. Real Estate Development, Horace Allison:**

**i.** There was no action taken.

**e. Planning Committee, Linda Scurlock:**

**i.** There was no action taken.

**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 into Executive Session.

**6. Reconvene in Open Session and authorize appropriate action regarding economic development negotiations.** – The Board did not convene into Executive Session.

7. **Discuss meeting schedule including date and time of next meeting** – Director Andrews asked for a motion to schedule the next monthly meeting for, Thursday, May 6, 2021. The motion was moved by Director Anderson and seconded by Director Allison. The motion passed by unanimous vote.
8. **Adjourn.** There being no further business to discuss, Director Anderson moved that the meeting be adjourned. The motion was seconded by Director Scurlock and passed by unanimous vote.

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Secretary, Board of Directors