

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
March 5, 2020

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 4th day of October 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:

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, thus constituting a quorum.

1. **Establish quorum and call to order** - With a quorum established at 12:06, the meeting was called to order by Director Andrews. Director Allison provided an opening prayer.
2. **Minutes from the last meeting** – The Board of the Authority and the Zone considered approving the minutes of the January 9, 2020, joint regular meeting. After review and discussion, Director Scurlock moved to approve the minutes as presented. The motion was seconded by Director Anderson and passed by unanimous vote.
3. **Chair and Committee Reports:**
 - a. **Chairman’s Report, Theadore Andrews:**
 - i. **UP Art Studios – Task Order #1**– Ms. Quiles presented to the board task order number 1, after review and discussion, Director Andrews wished to discuss the Task Order further before presenting it to the board for vote. This report was for information purposes only.
 - ii. **Huitt-Zollars – Intersection Improvement Update** – Mr. Menendez updated the board on the state of the Intersection Improvement Project. Currently the firm is completing the design phase and will be preparing for the bidding for the summer. Mr. Menendez also presented to the board an update on the District Gateways project. This report was for information purposes only.
 - iii. **Huitt-Zollars – Task Order #7** – Mr. Menendez presented to the board Task Order #7 in regards to the sidewalk, curb and ramp repairs. After review and discussion Director Andrews asked for a motion regarding Task Order #7. Director Anderson moved that Task Order #7 be passed contingent that the fee is replaced from the hourly. The motion was seconded by Director Allison, and 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 submitted invoices 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 the financial report as presented. The motion was seconded by Director Riles and passed by unanimous vote.

- iv. **George Baugh III – Audit Services Agreement** – After review and discussion Director Andrews asked for a motion to approve the Audit Services Agreement. The motion was moved by Director Riles and seconded by Director Anderson. The motion passed by unanimous vote.
- v. **Resolution Approving the Selection of a Financial Firm for a Private Placement Loan** – Director Clark moved that this report be tabled for further discussion and clarity. The motion was seconded by Director Riles and passed by unanimous vote.

c. **Economic Development, George Anderson:**

- i. **Committee Description/ Objectives** – Director Anderson presented the to the board a draft of the committee’s description and objectives. This report was for information purposes only.
- ii. **Website Update** – Mr. Wilson presented to the board the current and future intentions of the Hiram Clarke/ Fort Bend Website. This report was for information purposes only.
- iii. **Impact Strategies Consultants – Mobilities Studies** – Mr. Lyons informed the board of the current projects with the RDA and METRO including the district bus tour event that was a success. Mr. Lyons also gave an update to the board the future intentions of Impact Strategies and the reason fueling their intentions. Mr. Wilfredo, presented to the board an update on upcoming METRO intentions and projects. This report was for information purposes only.
- iv. **Impact Strategies – Master Services Agreement** – After review and discussion, Director Anderson moved that the Master services agreement be approved as presented. The motion was seconded by Director Riles and passed by unanimous vote.

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

cii. **Planning, Linda Scurlock:**

- i. **Platting Activity within the Zone** – Director Scurlock informed the board of the Blue Ridge/Hillcroft Re-Platt. This report was for information purposes only.

- 4. **Public Comments** – Councilwomen Martha Castex-Tatum shared with the board updates from the City of Houston. Director Andrews introduced our new city liaison Ms. Lisa Duffy who gave comments. There were no other public comments.
- 5. **Convene in Executive Session pursuant to section 551.087, Texas Government Code, to discuss economic development matters of the Zone.** The Board did 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** – Director Andrews asked for a motion to set the time and date of the November Board of Directors Meeting. Director Anderson moved that the board set the next meeting on Thursday, April 2, 2020. The motion was seconded by Director Riles and passed by unanimous vote.
- 8. **Adjourn.** There being no further business to discuss, Director Andrews called for a vote to adjourn. The motion passed unanimously.

Secretary, Board of Directors