

**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**  
**September 5, 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 5th day of September 2019, 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:

Theodore 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 12:00, 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 June 6, 2019 joint regular meeting. After review and discussion, Director Andrews asked for a motion to approve previous minutes. Motion moved by Director Allison and seconded by Director Andrews and which passed by unanimous vote.

3. **Chair and Committee Reports:**

a. **Chairman’s Report, Theodore Andrews:**

**Consultant’s Report:**

**Hawes Hill, Don Huml** – Mr. Huml provided an update to the board regarding the activities of the TPC Committee since the previous meeting, including civic art and district gateways.

**Huitt-Zollars, Chaitanya Gampa**– Ms. Chaitanya provided the board a brief update on the four intersections improvement as well as provided a break down of Task Order #5. Director Andrews asked for a motion to approve Task Order #5, the motion was not moved. Following further discussion director Riles offered a motion, that authority be granted to the Real Estate Development Committee to review and negotiate Task Order #5, not to exceed the amount of \$100,000. The motion was seconded by director Anderson and passed by unanimous vote.

**South Post Oak Park Update** – Commissioner Prestage presented to the board the need for aid to complete the South Post Oak Football Complex. No action was taken.

**Office Lease Agreement**– After discussion and review, Director Riles moved that we accept the Lease agreement as presented. The motion was seconded by director Scurlock. Director Anderson recused himself from the discussion and vote. The motion passed.

**Certificate of Appreciation, Rosemary Capetillo** – Director Andrews read the resolution of appreciation for Ms. Capetillo and moved that the resolution be adopted. The motion was seconded by director Anderson, and passed by unanimous vote.

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

**Compilation Report Year Ended June 31, 2019** – Thomas Jones, of McConnell & Jones, gave a review of Compilation Report Year Ended June 31, 2019

**Investment Report Fourth Quarter – FY 2019** – Thomas Jones, of McConnell & Jones, gave a review of Investment Report for the fourth quarter of Fiscal Year 2019.

**Finance Report** - Director Clark reviewed the Financial Statements and Compilation Report and reported on the fund balances ending July 31, 2019.

**TexPool Update** – Director Clark reviewed the TexPool statement and reported on the fund balances ending July 31, 2019.

**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 Clark moved to approve payment of current invoices and accept the financial report. The motion was seconded by Director Riles, and passed by unanimous vote.

**McConnell Jones Renewal Agreement**– After discussion and review, Director Clark moved that we accept the McConnell Jones agreement. The motion was seconded by director Riles and Director Anderson recused himself from discussion and voting. The passed by unanimous vote.

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

**i. Board Vacancy** – Mr. Anderson, provided the proper procedure/ process in order to appoint a new board member, to replace of Ms. Capetillo. Report was for information purposes only.

**ii. District K Holiday Reception 2019** – Director Anderson informed the board of the upcoming reception and intentions of undercutting cost with sponsorship as done the previous year. This report was for information purposes only.

**iii. Website Update** – Mr. Wilson updated the board on the new addition and feature of the commercial listing to the website. This report was for information purposes only.

**iv. Mobility Studies, Eric Lyons, Impact Strategies** – Mr. Lyons informed the board of their primary activities within the months of July and August, including Metro meetings and public meetings was also attended with CTP Committee with TIRZ #9 and South Houston Concern Citizens Coalition. This information was for information purposes only.

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

**i. Real Estate Development Update** – Director Riles suggested to the board, possible budgeting in order to address the blight within the zone. This report was for information purposes only.

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

**i. Platting** – Director Scurlock informed the board of the plat of the Reserve at Hillcroft and Hwy 90. This report was for information purpose only.

**Public Comments** – Ms. Winfield from the District K Office informed the board of the upcoming events in District K. Also comments were received from Eric Glen, Elia Quiles, Roberta Borrows, Garry Smith, TJ Tajohn, and Eric Lyons.

4. **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

5. **Reconvene in Open Session and authorize appropriate action regarding economic development negotiations.** No action was taken;

6. **Discuss meeting schedule including date and time of next meeting** –Proposed next meeting date: Thursday, October 3, 2019, noon. The motion to set the next meeting for Thursday October 3, 2019 at noon was moved by Director Riles and seconded by Director Anderson.

7. **Adjourn.** There being no further business to discuss, Director Andrews entertained a motion to adjourn, which was moved by Director Riles and seconded by Director Allison, and passed by unanimous vote.

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Secretary, Board of Directors