

MINUTES
HARRIS COUNTY IMPROVEMENT DISTRICT NO. 4

September 14, 2018

The Board of Directors (the "Board") of Harris County Improvement District No. 4 d/b/a The Energy Corridor District (the "District") met in regular session, open to the public, on the 14th day of September, 2018, at 777 Eldridge Parkway, Suite 270, Houston, Texas, inside the boundaries of the District, and the roll was called of the members of the Board:

David W. Hightower	President
Robert Halick	Vice President
Brandon Kerr	Assistant Secretary
D. Bruce Fincher	Secretary
Peter Elgohary	Director
Peter D. Johnston	Director
Tom Halaska	Director
Peter Lee	Director
David L. Lane	Director

and all of the above were present except Director Johnston, thus constituting a quorum.

Also present at the meeting were Ali Lamkahouan, Controller for the District; Fabiana Demarie, Urban Planner for the District; Kelly Rector, TDM Program Manager for the District; Robert Rayburn, Landscape Architect for the District; Rachael Weaver, Community Relations Coordinator for the District; Sergeant Phillip Bennett of Harris County Constable Precinct 5; Michelle Lofton of ETI Bookkeeping Services; Pat Hall of Equi-Tax, Inc.; Scott Saenger and Kristen Hennings of Jones & Carter, Inc.; Mark Klein; Margarita Dunlap of METRO; Alan Mueller of Marsh Darcy Partners, Inc.; and Jessica Carr and Kristen Hogan of Allen Boone Humphries Robinson LLP.

ESTABLISH A QUORUM AND CALL THE MEETING TO ORDER

Having established that a quorum of the Board was present, Director Hightower called the meeting to order.

MINUTES

The Board considered the minutes of the August 17, 2018, regular meeting. Following discussion and review, Director Fincher moved to approve the minutes as submitted. The motion was seconded by Director Elgohary and passed unanimously.

ASSESSMENT AND COLLECTION MATTERS AND STATUS OF HARRIS COUNTY APPRAISAL DISTRICT LAWSUITS

Ms. Hall reviewed the assessment collector's report for August with the Board. She reported on 2018 certified values. Ms. Hall then reviewed a chart regarding the status of District assessment payers' lawsuits against the Harris County Appraisal District. Following discussion and review, Director Kerr moved to accept the assessment collector's report. The motion was seconded by Director Elgohary and passed by unanimous vote.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Lofton reviewed the August financial report with the Board, including the bills presented for payment from the District's accounts. Following review and discussion, Director Halaska moved to approve the bookkeeper's report and payment of the bills presented in the report. Director Elgohary seconded the motion, which was approved by unanimous vote.

PARK ROW COMPLETION PROJECT

Mr. Lamkahouan reported on discussions with the City of Houston (the "City") regarding the status of the District's request for reimbursement of expenses associated with the Park Row Phase II completion project, pursuant to the Interlocal Development Agreement between the District and the City. He said City staff were provided with an original invoice and indicated they were preparing the request to City Council.

Mr. Lamkahouan next updated the Board on coordination with the City regarding calculations of expenses and reimbursements associated with the Park Row Phase II completion project, pursuant to the Economic Development Agreement between the District and the City. He expressed concerns regarding the amount of interest incurred by the District on its HHFC loan from June 1, the date the reimbursement payment is due, through the date the reimbursement payment is actually received by the District. Discussion ensued regarding including such interest costs as eligible costs for reimbursement.

Ms. Hennings updated the Board on the Langham Creek bank restoration project. She said they are addressing minor comments from the U.S. Corps of Engineers ("USACE") and will resubmit the plans for approval. Mr. Hennings requested authorization to advertise the project for bids upon receipt of final plan approval.

Ms. Hennings next updated the Board on the Terry Hershey Trail restoration improvements, noting USACE approved the design. She reported on discussions with USACE regarding the possibility of the District contracting directly for the work for funding purposes.

Ms. Hennings then updated the Board on the pedestrian lighting restoration work under the Park Row bridge by Pfeiffer & Son, Ltd. She said the light fixtures have been ordered and will be installed upon receipt.

After discussion, Director Fincher moved to approve the plans and specifications and authorize advertisement for bids for the Langham Creek bank restoration project, subject to receipt of final plan approvals from USACE. Director Lane seconded the motion, which passed unanimously.

ECD VARIANCE BUDGET

Mr. Lamkahouan reviewed the 2018 budget/forecast summary with the Board.

ECD PUBLIC SAFETY

Sergeant Bennett reported on August patrols and activity.

EHRA PROPOSAL FOR PARK ROW GRANITE GRAVEL WALKWAY

Mr. Rayburn addressed the Board's request at last month's meeting for a proposal to install a granite gravel sidewalk on both sides of Park Row, within USACE property. He reviewed a proposal from EHRA in the amount of \$28,000 for engineering and construction phase services to construct 6 foot wide granite gravel sidewalks, noting a recommendation to approve a total funding amount of \$32,200, which includes a 15% contingency. Discussion ensued regarding the size and type of sidewalk to be constructed and the possible need to amend the District's License Agreement with USACE to include sidewalk construction. The Board discussed changing the sidewalk specifications to 8-foot-wide concrete, subject to compliance with the License Agreement. Director Lane discussed two areas where a connection of existing sidewalks could be made to the proposed new sidewalk. After review and discussion, Director Halaska moved to authorize EHRA to proceed with engineering design services for an 8-foot-wide concrete sidewalk for a cost not to exceed \$20,000, subject to confirming that sidewalk construction is permitted in the License Agreement. Director Elgohary seconded the motion, which passed unanimously.

DISTRICT INTERPRETIVE SIGNAGE UPDATE

Mr. Rayburn presented a revised proposal from Interpretive Insights in the amount of \$12,110 for research, design, and fabrication coordination for proposed interpretive signage for the Fortsmith/Woonerf project and the history of the town of Addicks. Discussion ensued regarding the need to develop a clearer vision for marketing the District in order to determine how projects such as interpretive signage could fit into such overall goals. After review and discussion, the Board concurred to table the interpretive signage proposal until a marketing representative is hired for the District.

DISTRICT WIDE BOUNDARY IDENTIFICATION SIGNAGE UPDATE

Ms. Demarie reviewed a site plan with possible locations for District identity signage in esplanades at key access points to the District. She reviewed a proposal from Williams Architecture & Signage in the amount of \$38,175 for design, permitting, fabrication, and installation of six permanent identity signs within the District. Ms. Demarie also reviewed a sketch of a possible sign design. Discussion ensued regarding the locations for the signs and the possibility of installing signs near the exits off Interstate Highway 10 into the District. Mr. Rayburn said the Texas Department of Transportation previously indicated it would not allow signage within its right-of-way. After discussion, the Board directed Mr. Rayburn to contact TxDOT regarding possible installation of signage along IH 10 indicating upcoming exits for the Energy Corridor. Upon a motion made by Director Elgohary and seconded by Director Kerr, the Board voted unanimously to approve the proposal from Williams Architecture & Signage. Director Kerr seconded the motion, which passed by unanimous vote.

CONSTRUCTION PROJECTS UPDATE

2017-2018 SIDEWALKS

Ms. Demarie updated the Board on the plans for the 2017-2018 sidewalks project. She reviewed the proposed locations and requested authorization to advertise the projects for bids upon receipt of final plan approvals from the City. After discussion, Director Kerr moved to approve the plans and specifications and authorize advertisement for bids for the 2017-2018 sidewalks, subject to receipt of final plan approvals. Director Fincher seconded the motion, which passed unanimously.

MEMORIAL DRIVE AND ELDRIDGE PARKWAY INTERSECTION UPDATE

Ms. Demarie updated the Board on the status of the City's Memorial Drive improvements. She said the Memorial Drive/Eldridge Parkway intersection improvements will be added to the City's construction contract by change order, which is scheduled for approval by City Council on September 19, 2018. Ms. Demarie said an updated project schedule will be provided once the change order is approved. She then responded to questions regarding the City's projected timeline for completion of the Kirkwood intersection.

TRANSPORTATION UPDATE

CARSHARE

Ms. Rector updated the Board on utilization of the Enterprise CarShare program and marketing activities aimed at increasing usage. She responded to questions regarding membership and minimum utilization requirements.

TRANSIT PLANNING

Ms. Rector gave an overview of a proposed process to develop a transit project that may be implemented to meet commuting needs of employees in the Energy Corridor and encourage outside properties to be annexed into the District.

NEXT MEETING

The Board noted the next regular meeting will be held on October 12, 2018.

Director Hightower noted that the Budget Committee meetings will begin in October. He asked any Board members wishing to attend the meetings to notify District staff so that an agenda may be posted. He also asked Mr. Lamkahouan to do an analysis of the District's reserve funds and projected assessment refunds for consideration with the budget process.

CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.074, TEXAS GOVERNMENT CODE, TO DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF A DISTRICT EMPLOYEE

At 10:01 a.m., Director Hightower announced that the Board would convene in executive session. All attendees left the meeting except for the Board members, Ms. Carr, Ms. Hogan, and Mr. Mueller.

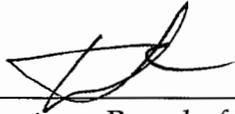
RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTION

At 10:18 a.m., Director Hightower announced that the Board would reconvene in open session. Upon reconvening in open session, no action was taken.

ADIJOURN

There being no further business to come before the Board, the meeting was adjourned.





Secretary, Board of Directors