

MINUTES
HARRIS COUNTY IMPROVEMENT DISTRICT NO. 4

February 8, 2013

The Board of Directors (the "Board") of Harris County Improvement District No. 4 d/b/a The Energy Corridor Management District (the "District") met in regular session, open to the public, on the 8th day of February, 2013, at 14701 St. Mary's Lane, Suite 290, 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
Steve West	Secretary
Steve Moskowitz	Assistant Secretary
Tim Milligan	Director
Peter D. Johnston	Director
Chuck Cervas	Director
Debbie Fujimoto	Director
Vacant	Director

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

Also present at the meeting were Clark Martinson, General Manager for the District; Robert Rayburn, Development and Natural Resource Director for the District; Katherine Wallace, Finance and Economic Development Manager for the District; Rachael Weaver, Community Relations Coordinator for the District; John Nuñez, Transportation Manager for the District; Christi Todd, CPA; Les Lee and Joshua Bowie of eSiteful; Pat Hall of Equi-Tax, Inc.; Thomas Stroh of Jones & Carter, Inc.; Shaun Gray of Gray & Associates; Mark Klein; Marsha Jan of McCall Gibson Swedlund Barfoot PLLC; and Jessica Holoubek and Susan Hostetler 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 first considered the minutes of the January 11, 2013, regular meeting. Following discussion and review, Director Moskowitz moved to approve the minutes



as submitted. The motion was seconded by Director Johnston and passed by unanimous vote.

ACCEPT DIRECTOR COCHRANE'S RESIGNATION

Director Johnston moved to accept the resignation of Alan Cochrane. Director West seconded the motion, and it carried unanimously.

RESOLUTION APPOINTING INVESTMENT OFFICER

Mr. Martinson reviewed the requirements for service as the District's investment officer. Following discussion and review, Director West moved to adopt the Resolution Appointing Investment Officer appointing Kenneth Byrd of ETI Bookkeeping Services as the District's bookkeeper. The motion was seconded by Director Halick and passed unanimously.

ENGAGE AUDITOR TO PREPARE DEVELOPER REIMBURSEMENT REPORT FOR THE PARK ROW COMPLETION PROJECT

Ms. Jan reviewed the engagement letter of McCall Gibson Swedlund Barfoot PLLC to prepare the developer reimbursement report for the Park Row completion project. Following review and discussion, Director Moskowitz moved to engage McCall Gibson Swedlund Barfoot PLLC to prepare the developer reimbursement report for the Park Row completion project for an estimated fee of \$4,000 to \$5,000. Director West seconded the motion, and it carried by unanimous vote.

ASSESSMENT AND COLLECTION MATTERS AND STATUS OF HCAD LAWSUITS

Ms. Hall reviewed the assessment collector's report for January, a copy of which is attached. Ms. Hall also reviewed a chart regarding the status of District assessment payers' lawsuits against the Harris County Appraisal District ("HCAD"). Following discussion and review, Director West moved to accept the assessment collector's report. The motion was seconded by Director Halick, and passed by unanimous vote.

FINANCIAL AND BOOKKEEPING MATTERS, INCLUDING PAYMENT OF BILLS AND REVIEW OF INVESTMENTS

Ms. Hall reviewed the January cash management and investment report, a copy of which is attached, and reviewed the bills presented for payment from the District's account. Following review and discussion, Director Moskowitz moved to accept the cash management report and payment of the bills presented in the report. Director Milligan seconded the motion, which was approved by unanimous vote.



VARIANCE BUDGET

Ms. Wallace reviewed the year-to-date budget summary, a copy of which is attached.

CONSENT AGENDA

The Board considered the Consent Agenda. Director Hightower requested that the Blue Atlas Marketing proposal for EnergyFest be pulled from the consent agenda. Director Moskowitz moved to approve: (1) the addenda to the District's agreements with Equi-Tax, Inc. and ETI Bookkeeping Services; (2) the CMAQ Car Share Program Intergovernmental Agreement with H-GAC; (3) the Aventology Photography proposal for EnergyFest; and (4) the sponsorship proposal for the Bayou Preservation Association interpretative sign. Director Halick seconded the motion, and it passed unanimously.

The Board discussed the proposal from Blue Atlas Marketing to create a website for EnergyFest and the budget resources for the proposal. Following discussion and review, Director Moskowitz moved to approve the proposal of Blue Atlas Marketing. Director Milligan seconded the motion, and it passed by unanimous vote.

PARK ROW COMPLETION PROJECT

Ms. Holoubek reported the loan with Houston Housing Finance Corporation ("HHFC") has closed. She explained that funds will be drawn on the loan monthly as needed to pay project costs.

Ms. Jan reviewed the landowner reimbursement report and the Board discussed disbursement of funds from proceeds of the HHFC loan. Following review and discussion, Director Halick moved to approve the landowner reimbursement report and authorize disbursement of funds to Central Park West LP as reported in the report. The motion was seconded by Director Milligan and carried, with Director Hightower abstaining from the vote.

Mr. Stroh reviewed the bids received by the District for construction of water, sewer, drainage and paving to serve Central Park West Boulevard. He recommended the contract be awarded to C.E. Barker, Ltd. in the amount of \$759,196.92. The Board concurred that in its judgment, C.E. Barker, Ltd. was a responsible bidder whose bid would result in the best and most economical completion of the District's facilities. Following discussion and review and based upon the engineer's recommendation, Director Moskowitz moved to award the contract for construction of water, sewer, drainage and paving to serve Central Park West Boulevard to C.E. Barker, Ltd. in the amount of \$759,196.92, pending approval of the contractor's payment and performance



bonds and insurance and City's approval of the project plans. Director West seconded the motion, and it carried, with Director Hightower abstaining from the vote.

The Board then considered authorization of draw requests on the HHFC loan. Ms. Holoubek reviewed the process for submittal and approval of draw requests on the loan. The Board considered a draw request to HHFC for: (1) reimbursement to Central Park West LP in the amount of \$1,704,008.61 plus interest until funding, as noted in the landowner reimbursement report; (2) the 1% loan origination fee in the amount of \$124,456.91, payable to HHFC; (3) HHFC's legal fees for review of loan documents in the amount of \$2,000, payable to Monteith & Monteith. Following review and discussion, Director Moskowitz moved to authorize the draw requests as discussed. Director Milligan seconded the motion, and it carried unanimously.

ENVIRONMENTAL MATTERS RELATING TO PARK ROW COMPLETION PROJECT

The Board discussed the Right of Entry Agreement with the U.S. Army Corps of Engineers (the "Corps") and the ARPA permit. The Board reviewed a Tribal Monitor Service Agreement, relating to monitoring of all activities on Corps property. Following discussion, Director Cervas made and Director Johnston seconded a motion to approve the Tribal Monitor Service Agreement, the Right of Entry Agreement and ARPA permit, subject to attorney final review. The motion carried, with Director Hightower abstaining from the vote.

HOUSTON POLICE DEPARTMENT AND NEIGHBORHOOD PROTECTION AND CODE ENFORCEMENT UPDATE

Ms. Wallace reported on the District's security patrols, neighborhood protection, and code enforcement.

ENERGY CORRIDOR DISTRICT STRATEGIC VISIONING SESSION

The Board and consultants conducted a visioning session and discussed past and future projects and activities.

NEXT MEETING DATE

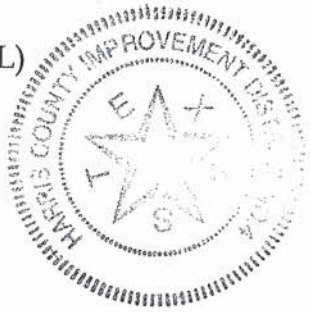
The Board concurred to hold the next Board meeting on March 8 or March 15, 2013.



ADJOURN

There being no further business to come before them, Director Halick moved to adjourn the meeting. Director Milligan seconded the motion, and it carried by unanimous vote.

(SEAL)



A handwritten signature in cursive script that reads "Steve West". The signature is written in black ink and is positioned above a horizontal line.

Secretary, Board of Directors

