

MINUTES
HARRIS COUNTY IMPROVEMENT DISTRICT NO. 4

March 13, 2015

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 13th day of March, 2015, 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
D. Bruce Fincher	Director
Sean Tackett	Director
Peter D. Johnston	Director
Chuck Cervas	Director
Debbie Fujimoto	Director

and all of the above were present except Directors Fincher, Tackett, Cervas, and Fujimoto, thus constituting a quorum.

Also present at the meeting were Katherine Wallace, Finance and Economic Development Manager for the District; Shelley Malone, Assistant to Finance and Economic Development Manager for the District; Rachael Weaver, Community Relations Coordinator for the District; John Nuñez, Transportation Manager for the District; Robert Rayburn, Senior Project Manager for the District; Joshua Bowie of eSiteful; Pat Hall of Equi-Tax, Inc.; Michelle Lofton of ETI Bookkeeping Services; Darren Willis of Jones & Carter, Inc.; Mark Klein; Scott Barker and Laura Grams of HDR Engineering, Inc. ("HDR"); Shaun Gray of Gray & Associates Events; Doris Forte, property owner; and Jessica Holoubek 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 first considered the minutes of the February 20, 2015, regular meeting. Following discussion and review, Director Moskowitz moved to approve the minutes

as submitted. The motion was seconded by Director West and passed unanimously.

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

Ms. Hall reviewed the assessment collector's report for February, a copy of which is attached. She also reviewed a chart regarding the status of District assessment payers' lawsuits against the Harris County Appraisal District. 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

Ms. Lofton reviewed the February cash management, capital funds and investment report, a copy of which is attached, and reviewed the bills presented for payment from the District's accounts. In response to questions, Ms. Lofton said checks 8405 and 8412 to Best Entertainers, Inc. and DJU Productions, Inc. are for 50% of the total fee associated with EnergyFest services and checks 8406 and 8413 are for the remaining 50% to be held until after the event. Following review and discussion, Director Moskowitz moved to approve the bookkeeper's report and payment of the bills presented in the report. Director Johnston seconded the motion, which was approved by unanimous vote.

Ms. Holoubek reviewed the Public Funds Investment Act annual disclosure statements for Michelle Lofton as the District's bookkeeper and Kenneth Byrd as the District's investment officer. After discussion and review, Director Halick moved to accept the annual disclosure statements for the bookkeeper and investment officer and direct that they be filed appropriately and retained in the District's official records. Director Johnston seconded the motion, which was approved by unanimous vote.

Ms. Holoubek stated that the Public Funds Investment Act and the District's Investment Policy require that the District annually review its investment policy. She stated there are no recommended changes to the current investment policy and reviewed a Resolution Regarding Annual Review of Investment Policy. After review and discussion, Director Johnston moved to adopt the Resolution Regarding Annual Review of Investment Policy reflecting no changes to the current investment policy. Director Halick seconded the motion, which passed unanimously.

Ms. Holoubek said the District is also required to annually review the list of qualified broker/dealers with whom the District may engage in investment transactions. She reviewed a Resolution Establishing Authorized Depository Institutions and Adopting List of Qualified Broker/Dealers with Whom the District May Engage in Investment Transactions and noted that the bookkeeper has provided an updated list of District depository institutions and broker/dealers with whom the

District may engage in such transactions. Following review and discussion, Director Moskowitz moved to adopt the Resolution Establishing the Authorized Depository Institutions and Adopting List of Qualified Broker/Dealers with Whom the District May Engage in Investment Transactions. Director Halick seconded the motion, which was approved by unanimous vote.

2015 YTD VARIANCE BUDGET

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

ECD 10 AND 20 YEAR BUDGET SCENARIOS

Mr. Martinson distributed and reviewed 10 and 20-year budget scenario projections based on 2% growth. He noted proposed annexations included in the projections.

2015-2034 SERVICE AND IMPROVEMENTS PLAN UPDATE

Ms. Wallace reviewed a summary of the status of petitions received to date for the District's proposed 2015-2034 Service Plan. Discussion ensued.

TRANSPORTATION AND URBAN DESIGN PROJECTS UPDATE

Mr. Martinson updated the Board on the status of (1) the Interstate 10 Intersections Enhancement Project by Jacobs, (2) West Houston Mobility Plan by Walter P. Moore, (3) the ECD Master Plan by the Texas A&M University Landscape Studio, and (4) the ECD Area Master Plan by Sasaki Associates.

ECD TRANSIT PLAN PRESENTATION BY HDR

Mr. Nuñez introduced Mr. Barker who gave a presentation on the ECD Transit Plan options being evaluated by HDR. Director Hightower recommended that HDR review the modified version of the Area Master Plan prepared by Sasaki Associates for circulator services to incorporate service options for the main business campuses in the area.

ECD CAR SHARE PROGRAM CMAQ GRANT

Mr. Nuñez reported on the CMAQ Car Share grant program and efforts to identify potential locations for additional vehicles.

FORTSMITH UPDATE ON CONSTRUCTION AND ADDITIONAL SERVICES

Mr. Rayburn updated the Board on the status of the Fortsmith Street Woonerf Project, noting the project was approximately 45% complete as of February 28, 2015. He reported on unforeseen drainage issues outside the original project scope and presented and recommended approval of a change order proposal from the contractor, Jerdon Enterprise, L.P., in the amount of \$16,621.59 to address the ponding issue with additional asphalt paving in the right-of-way. Mr. Rayburn next presented and recommended approval of an engineering change order proposal from Walter P. Moore in the amount of \$3,800 to provide oversight, testing, and plans associated with the additional drainage work. After review and discussion, Director Moskowitz moved to approve the change order proposals from Jerdon Enterprise, L.P. and Walter P. Moore. Director Johnston seconded the motion, which passed unanimously.

PARK ROW COMPLETION PROJECT

Mr. Willis discussed the Board's prior authorization for J&C to solicit bids for the Omni Hotel parking lot improvements associated with Phase II of the Park Row Completion Project, noting the escrow account previously established for this commitment. He reported that J&C is in the process of soliciting proposals for (1) electrical work and (2) pavement work. After discussion and based on the engineer's recommendation, Director West moved to authorize award of both contracts in amounts less than \$75,000 each, subject to approval of the engineer's recommendations for award by Director Hightower and Mr. Martinson, or, if the proposals received on either project all exceed \$75,000 for either project, to authorize J&C to advertise the projects for bids. Director Halick seconded the motion, which passed unanimously.

Mr. Willis next updated the Board on Phase I of the Park Row Completion Project, noting that he is working with the City of Houston to coordinate final acceptance of the utilities. He updated the Board on the Phase I street lighting and discussed a request from CenterPoint Energy to extend the conduit across Park Row at the east end of the project and at the intersection of Central Park West Blvd. and Interstate 10 to create a looped system. Mr. Willis reviewed and recommended approval of a change order in the amount of \$3,200 to bore the conduit extension. Based on the engineer's recommendation, upon review and discussion, Director Moskowitz moved to approve the change order in the amount of \$3,200. Director Halick seconded the motion, which passed unanimously.

Ms. Wallace reviewed the monthly expenses associated with Phase II totaling \$14,241.08 to be paid from capital funds. After discussion and review, Director Moskowitz moved to approve payment of the Phase II monthly expenses from the District's capital fund. Director West seconded the motion, which carried unanimously.

Director Hightower updated the Board on the status of various agreements required by the U.S. Army Corps of Engineers ("USACE") in connection with permitting for Phase II of the Park Row Completion Project.

APRIL 4, 2015 ENERGYFEST AGREEMENTS

Ms. Weaver reviewed payments to vendors included in today's bookkeeper's report. Upon a motion made by Director West and seconded by Director Halick, the Board voted unanimously to approve the vendor payments.

Mr. Gray then updated the Board on planning efforts for EnergyFest 2015.

ECD BIKE TO WORK DAY MAY 14, 2015

Ms. Weaver discussed the upcoming Bike to Work Day scheduled for May 14, 2015, and reviewed the marketing exhibit prepared for the event.

HOUSTON POLICE DEPARTMENT AND NEIGHBORHOOD PROTECTION AND CODE ENFORCEMENT UPDATE

Ms. Wallace discussed the District's security patrols, neighborhood protection, and code enforcement, including crime statistics report.

2015 TEXAS LEGISLATURE UPDATE

Mr. Martinson discussed legislation of interest that has been introduced in the 2015 Regular Session of the Texas Legislature.

NEXT MEETING

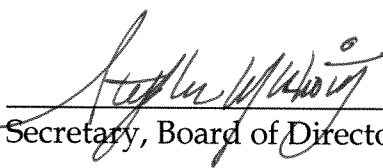
The Board discussed next month's meeting date and concurred to hold the next Board meeting on April 10, 2015, subject to confirming a quorum.

Director Moskowitz reported on food trucks in the area on Wednesdays.

ADJOURN

There being no further business to come before the Board, Director West moved to adjourn the meeting. Director Halick seconded the motion, which was unanimously approved.

(SEAL)


Asst. Secretary, Board of Directors

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