

MINUTES
HARRIS COUNTY IMPROVEMENT DISTRICT NO. 4

October 11, 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 11th day of October, 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
D. Bruce Fincher	Director
Vacant	Director
Peter D. Johnston	Director
Chuck Cervas	Director
Debbie Fujimoto	Director

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

Also present at the meeting were Sean Tackett of Shell Oil Company, nominee to the Board; Clark Martinson, General Manager for the District; Robert Rayburn, Landscape Architect 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; Kelly Rector, District intern; Christi Todd, CPA; Joshua Bowie of eSiteful; Mark Klein; Pat Hall of Equi-Tax, Inc.; Michelle Lofton of ETI Bookkeeping Services; Thomas Stroh and Darren Willis of Jones & Carter, Inc.; Margarita Dunlap of METRO; and Jessica Holoubek and Susan Hostetler of Allen Boone Humphries Robinson LLP ("ABHR").

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 September 13, 2013, regular meeting. Following discussion and review, Director Halick moved to approve the minutes as submitted. The motion was seconded by Director West and passed by unanimous vote.

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

Ms. Hall reviewed the assessment collector's report for September, 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. Following discussion and review, Director Halick moved to accept the assessment collector's report. The motion was seconded by Director Johnston and passed by unanimous vote.

SUPPLEMENTAL ASSESSMENT HEARING

Mr. Martinson announced the 2013 supplemental assessment hearing will be held on October 28, 2013 at 2 p.m. at the District office.

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

Ms. Lofton reviewed the September 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. Following review and discussion, Director West moved to accept the report and payment of the bills presented in the report. Director Halick seconded the motion, which was approved by unanimous vote.

PARK ROW COMPLETION PROJECT

Mr. Willis reviewed a report regarding the Park Row completion project, a copy of which is attached. Regarding the construction of Park Row utility, paving and drainage improvements from SH-6 to Eldridge Phase 1 by Menade, Inc., Mr. Willis presented and recommended payment of Change Order No. 3 in the amount of \$13,000 and Pay Estimate No. 6 in the amount of \$1,308,452.27.

Regarding construction of the Park Row regional lift station by Peltier Brothers Construction, Ltd., Mr. Willis presented and recommended payment of Pay Estimate No. 6 in the amount of \$335,910.

Mr. Willis updated the Board regarding the construction of Central Park West Boulevard utilities, paving and drainage improvements by C.E. Barker, Ltd. He



reviewed and recommended payment of Pay Estimate No. 4 in the amount of \$114,470.27.

Mr. Willis also updated the Board regarding Phase 2 of the Park Row utility, paving and drainage improvements from SH-6 to Eldridge.

Mr. Willis noted that CenterPoint Energy's gas line relocation work will cost \$106,534. He reviewed CenterPoint's proposal and a schedule for the gas line relocation.

The Board reviewed draw requests for the Houston Housing Finance Corporation ("HHFC") loan for the pay estimates presented for payment as well as payments to Ninyo & Moore, Jones & Carter, Inc., ABHR, Moore Archaeological Consulting, Inc., and CenterPoint, as identified in the bookkeeper's capital projects report. Ms. Todd noted the total amount of these invoices is \$2,039,996.22.

Following discussion and review and based upon the engineer's recommendation, upon a motion made by Director Johnston and seconded by Director Fincher, the Board voted unanimously to approve: (1) Change Order No. 3 in the amount of \$13,000 and Pay Estimate No. 6 in the amount of \$1,308,452.27 to Menade, Inc. for construction of Park Row utility, paving and drainage improvements from SH-6 to Eldridge Phase 1; (2) Pay Estimate No. 6 in the amount of \$335,910 to Peltier Brothers Construction, Ltd. for construction of the Park Row regional lift station; (3) Pay Estimate No. 4 in the amount of \$114,470.27. to C.E. Barker, Ltd. for construction of Central Park West Boulevard utilities, paving and drainage improvements; (4) the CenterPoint proposal to relocate the gas line for \$106,534; and (5) the draw requests from the HHFC loan totaling \$2,039,996.22.

UPDATE ON GRANTS

Mr. Nuñez reviewed marketing and a budget update for the CMAQ car share program. He said that due to additional marketing for the program, eSiteful has submitted a change order in the amount of \$6,100 to add to the \$15,000 allocated under eSiteful's 2013 Work Authorization.

Regarding the JARC 75 Eldridge Crosstown bus program, Mr. Nuñez reviewed a financial report and updated ridership information.

Mr. Rayburn reported that the Notice to Proceed has been issued for the New Freedom sidewalk project, which is scheduled to begin on October 16, 2013 and to be completed by March 23, 2014. The Board reviewed a budget update for the program.



CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.072, TEXAS GOVERNMENT CODE, TO DELIBERATE THE PURCHASE, EXCHANGE, LEASE OR VALUE OF REAL PROPERTY

At 8:48 a.m., Director Hightower announced the Board would meet in executive session to deliberate the purchase, exchange, lease or value of real property.

RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTION REGARDING THE PURCHASE, EXCHANGE, LEASE OR VALUE OF REAL PROPERTY

At 9:05 a.m., the Board convened in open session. Director Halick moved to authorize an offer for the purchase of real property. Director Fincher seconded the motion and it passed by unanimous vote.

VARIANCE BUDGET

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

FIVE-YEAR BUDGET AND SPECIAL PROJECTS

Mr. Martinson reviewed projects that are underway and proposed projects for the next five years, as well as projected revenues and expenses.

GREATER WEST HOUSTON SUBREGIONAL PLAN PRESENTATION

Mr. Martinson stated that on October 15, 2013, he will give a presentation at the stakeholders' meeting for the Greater West Houston Subregional Transportation Plan.

IH 10 INTERSECTIONS ENHANCEMENT PROJECT

Mr. Martinson discussed advertisement for the IH 10 intersections enhancement project and the proposed Advance Funding Agreement with the Texas Department of Transportation.

ENERGY CORRIDOR LIVABLE CENTERS RFP

Mr. Martinson discussed the H-GAC Developer Matching event on September 27, 2013 for the Energy Corridor Livable Centers project. He reported on District meetings with three potential developers at the event.



ENERGY CORRIDOR RECYCLES DAY

Ms. Weaver updated the Board on sponsorships and plans for the Energy Corridor Recycles Day on November 16, 2013.

HOUSTON POLICE DEPARTMENT AND NEIGHBORHOOD PROTECTION AND CODE ENFORCEMENT UPDATE

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

GENERAL MANAGER'S REPORT

Mr. Martinson presented the General Manager's report. Mr. Bowie reported on the Houston Fire Department's use of The Energy Corridor Management logo for uniforms, equipment and vehicles in the Energy Corridor area.

Mr. Martinson discussed establishing an automatic transfer of funds for payment of the District's credit card in order to facilitate the District's payments to service accounts.

Mr. Martinson reviewed District presentations to Martha Turner Properties, the Texas Institute of Transportation Engineers, and the Texas Chapter of the American Planning Association. He discussed communications with Carma regarding a future real time ride share project in Houston.

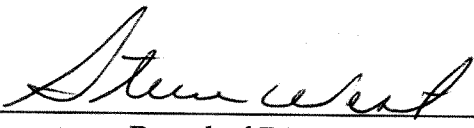
NEXT MEETING

The Board concurred to hold the next Board meeting on November 8, 2013.

ADJOURN

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




Secretary, Board of Directors

