

MINUTES
HARRIS COUNTY IMPROVEMENT DISTRICT NO. 4

May 31, 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 31st day of May, 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 Directors Halick, Fincher, and Lee, thus constituting a quorum.

Also present at the meeting were Sue Darcy and Alan Mueller of Marsh Darcy Partners, Inc.; Ali Lamkahouan, Controller for the District; Fabiana Demarie, Urban Planner for the District; Robert Rayburn, Landscape Architect for the District; Rachael Weaver, Community Relations Coordinator for the District; Michelle Lofton of ETI Bookkeeping Services; Pat Hall of Equi-Tax, Inc.; Scott Saenger and Kristen Hennings of Jones | Carter; 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 May 8, 2018, special meeting and the May 11, 2018, regular meeting. Following discussion and review, Director Johnston moved to approve the minutes as submitted. The motion was seconded by Director Elgohary and passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

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

PARK ROW COMPLETION PROJECT

Ms. Hennings provided an update on the Park Row Phase II completion project, including coordination efforts with the U.S. Army Corps of Engineers on the trail improvements and preparation of the contracts with Pfeiffer & Son, Ltd. for the lighting under the Park Row bridge.

LIP CONSTRUCTION CONTRACT

Mr. Rayburn updated the Board on bids received for the Local Initiative Project (LIP) bus shelter/sidewalk grant project, which includes concrete slabs, sidewalks, and related appurtenances for the installation of three bus shelters. He recommended that the contract be awarded to the lowest bidder, RAC Industries, in the initial contract amount of \$62,514.00, with an additional budget of \$4,881.15 to be allocated to the project for contingencies. The Board concurred, in its judgment, that RAC Industries was a responsible bidder who would be most advantageous to the District and would result in the best and most economical completion of the project. After review and discussion, Director Elgohary moved to award the contract for the LIP bus shelter/sidewalk grant project work to RAC Industries in the initial contract amount of \$62,514.00, subject to approval of the payment and performance bonds and review of the certificate(s) of insurance and endorsements, if any, provided by the contractor, and approve a total budget of \$67,395.15 for the project. Director Johnston seconded the motion, which 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 May with the Board. She also reviewed a chart regarding the status of District assessment payers' lawsuits against the Harris County Appraisal District ("HCAD"). She reported on discussions with HCAD regarding value protests. Following discussion and review, Director Lane moved to accept the assessment collector's report. The motion was seconded by Director Elgohary and passed by unanimous vote.

FINANCIAL AND BOOKKEEPING MATTERS, continued

Mr. Lamkahouan reviewed the budget summary with the Board. He stated that

the costs incurred by the District for the Park Row lighting work and trail connection were not included in the budget, but he noted another project that was under budget to offset the unexpected costs.

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 8:51 a.m., Director Hightower announced that the Board would meet in executive session pursuant to Section 551.074, Texas Government Code, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of District employees. All remaining attendees left the meeting except the Board members, Ms. Darcy, Mr. Mueller, Ms. Carr, and Ms. Hogan. Ms. Carr left the meeting at 9:30 a.m.

RECONVENE IN OPEN SESSION

At 9:50 a.m., Director Hightower announced that the Board would reconvene in open session. Upon reconvening in open session, no action was taken.

ADJOURN

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



Secretary, Board of Directors

