

MINUTES  
HARRIS COUNTY IMPROVEMENT DISTRICT NO. 4

July 13, 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 13th day of July, 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 Kerr, Elgohary, Johnston, and Halaska, thus constituting a quorum.

Also present at the meeting were Scott Slaney and Bradley Cowan of Terrain Studio; Margarita Dunlap of METRO; 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; 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.; 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.

PUBLIC COMMENTS

There were no public comments.

MINUTES

The Board considered the minutes of the May 31, 2018, regular meeting. Following discussion and review, Director Lane moved to approve the minutes as

submitted. The motion was seconded by Director Halick and passed unanimously.

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

Ms. Hall reviewed the assessment collector's report for June with the Board. She also reviewed a chart regarding the status of District assessment payers' lawsuits against the Harris County Appraisal District. Following discussion and review, Director Lane moved to accept the assessment collector's report. The motion was seconded by Director Fincher and passed by unanimous vote.

#### FINANCIAL AND BOOKKEEPING MATTERS

Ms. Lofton reviewed the June financial report with the Board, including the bills presented for payment from the District's accounts. Following review and discussion, Director Halick moved to approve the bookkeeper's report and payment of the bills presented in the report. Director Lee 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, noting the final project closeout documentation will be submitted once the Langham Creek bank restoration is complete. She reported on coordination with the Federal Emergency Management Agency and the City of Houston (the "City") on plan approvals for the Langham Creek bank restoration. Ms. Hennings reviewed a proposal from SMC Consulting, Inc. in the amount of \$5,800.00 for Wetlands Delineation/Jurisdictional Waters Assessment and Nationwide Permit Application services required by the U.S. Army Corps of Engineers ("USACE") in connection with the Langham Creek bank restoration project. She then reported on the timing for commencement of the pedestrian lighting restoration work under the Park Row bridge, by Pfeiffer & Son, Ltd., and coordination with USACE on Terry Hershey Trail restoration improvements.

Ms. Hennings next updated the Board on preparation of conceptual cost estimates for potential improvements to Buffalo Bayou (from the Barker Reservoir to Chimney Rock) that could reduce flooding during major rainfall events. She said the work was almost complete.

Mr. Lamkahouan reported on coordination efforts with the City regarding 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 said he was working on a ledger to provide to the City.

Mr. Lamkahouan next reviewed the monthly expenses for Phase II of the Park Row Completion Project totaling \$12,136.50, which were reflected in the bookkeeper's

report. He discussed funds available from items that were under budget to offset the unexpected costs associated with the Park Row pedestrian lighting and Terry Hershey Trail work that are outside the scope of the Economic Development Agreement and must be funded from District operating funds. After discussion, the Board asked Mr. Lamkahouan to prepare a mid-year budget summary reflecting updated actual expenses for review with the Board at the next meeting.

After review and discussion, Director Fincher moved to approve the proposal from SMC Consulting, Inc. in the amount of \$5,800.00. Director Halick seconded the motion, which passed unanimously.

#### ECD VARIANCE BUDGET

Mr. Lamkahouan reviewed the 2018 budget/forecast summary with the Board. He reviewed deviations between budgeted and actual expenses and discussed a recommendation to place the Grisby Square Park and Streetscape improvements on hold. Mr. Lamkahouan and Ms. Demarie explained they were unable to reach HUSA Management Inc. to coordinate the improvements and recently learned that HUSA filed for bankruptcy in November 2017. Ms. Demarie discussed the District's license agreement with HUSA and said the project is on hold while the landowner negotiates leases for the subject property.

#### ECD PUBLIC SAFETY

Sergeant Bennett reported on June patrols and activity. In response to the Board's previous request regarding statistics available from nearby security programs for measuring the effectiveness of the District's program, Sergeant Bennett reviewed analyses comparing crime statistics in the District to those he was able to obtain for a nearby Super Neighborhood for February-June, 2018. He noted differences in the way certain incidents are tracked and reported for the programs.

#### TXDOT IH-10 ENHANCEMENT PROJECT

Mr. Rayburn discussed a request from the Texas Department of Transportation ("TxDOT") for the District to provide a letter of acceptance for the TxDOT IH 10 Intersections Enhancement Project. He reported that the City inspected the project and provided a letter of acceptance to TxDOT. Mr. Rayburn reviewed and recommended execution of an acceptance letter from the District. After review and discussion, Director Halick moved to authorize execution of the acceptance letter. Director Fincher seconded the motion, which passed unanimously.

## TERRAIN PRESENTATION ON ENERGY CORRIDOR SIGNATURE PARK DEVELOPMENT

Mr. Rayburn introduced Mr. Slaney who gave a presentation on the possibilities for creating a signature/destination park within the District on Langham Creek. Mr. Slaney explained the purpose of the presentation was to determine if the Board wishes to move forward with the project. He then answered questions from the Board regarding concepts and locations. The Board discussed the District's long-time vision of a signature/destination park, which is reflected in the District's Master Plan. After discussion, the Board expressed interest in proceeding with design development for the project.

## EHRA ENGINEERING AND DESIGN OF THE WICKCHESTER PEDESTRIAN BIKE BRIDGE

Mr. Rayburn discussed proposed plans for a steel pedestrian bridge on Wickchester to cross Turkey Creek and connect to the City's Addicks hike and bike trail. He reviewed a proposal from EHRA Engineering to design the bridge for a cost not to exceed \$141,592.50, which includes reimbursables but excludes any construction-related services. Mr. Rayburn discussed the easements that the District has been pursuing for the project, and said construction work would not begin until all required easements were acquired. After review and discussion, Director Halick moved to approve the proposal from EHRA Engineering for a cost not to exceed \$141,592.50. Director Lee seconded the motion, which passed unanimously.

## HOUSTON FENCE PROPOSAL FOR WOOD FENCE ON ELDRIDGE PARKWAY

Ms. Demarie reported on coordination with the Thornwood neighborhood on Hurricane Harvey recovery and efforts to clean the area of the neighborhood facing Eldridge Parkway where the wooden fence was destroyed. She presented pictures showing a chain link fence that was installed by the homeowners association along Eldridge to prevent access and noted that most of the lots are not being maintained as many of the homeowners have moved out and do not plan to rebuild. Ms. Demarie discussed the possibility of the District partnering with the neighborhood to install an 80-foot wooden fence and create a small, publicly accessible park area. She presented a proposal from Houston Fence in the amount of \$3,416.00 to install the 80-foot wooden fence. Discussion ensued regarding the location of the fence and ownership of the subject and adjacent property. After discussion, the Board directed District staff to consider a broader approach involving fencing that matches the height of and connects to the Tier Reit fencing and coordination with Tier Reit on options for a pocket park.

## CONSTRUCTION PROJECTS UPDATE

### 2016-2017 SIDEWALK PROJECT

Mr. Rayburn reported that the 2016-2017 sidewalk improvements are complete. He presented pictures of the completed work.

### LIP PROJECT

Mr. Rayburn reported that a notice to proceed for the Local Initiative Project (LIP) bus shelter/sidewalk grant project was issued on June 29, 2018, and work began on July 6, 2018. He presented pictures of the work completed to date.

### 2017-2018 SIDEWALK PROJECT

Mr. Rayburn updated the Board on the 2017-2018 sidewalk project, noting that the construction plans are approximately 90% complete.

The Board discussed the possibility of the District pre-financing sidewalk installation for future reimbursement once the MD Anderson facility is built. Mr. Rayburn said he would look into the matter.

## MINI MURALS ART PROJECT UPDATE

Ms. Weaver discussed the two proposed locations for phase one of the mini murals project. She said she expects to receive the proposed artwork in the next 3-5 weeks and asked the Board to consider appointing a committee to review and approve the artwork prior to submittal to the City for approval. After discussion, the Board concurred to appoint Directors Hightower, Fincher, and Halick to review the artwork and present recommendations at the District's August meeting.

## 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

The Board concurred it was not necessary to convene in executive session.

Director Hightower reported that Harris County has called a flood control bond referendum for August 25, 2018, and recommended including factual information about the date of the election referendum on the District's website.

ADJOURN

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



  
\_\_\_\_\_  
Secretary, Board of Directors