

MINUTES
HARRIS COUNTY IMPROVEMENT DISTRICT NO. 4

September 11, 2015

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 11th day of September, 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
Peter Elgohary	Director
Peter D. Johnston	Director
Chuck Cervas	Director
Kmeal O. Winters	Director

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

Also present at the meeting were Clark Martinson, General Manager for the District; Katherine Wallace, Finance and Economic Development Manager for the District; Shelley Malone, Assistant to Finance and Economic Development Manager for the District; Kelly Rector, Transportation Coordinator 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; Fabiana Demarie, Urban Planning Associate for the District; Joshua Bowie of eSiteful; Pat Hall of Equi-Tax, Inc.; Michelle Lofton of ETI Bookkeeping Services; Darren Willis and Scott Saenger of Jones & Carter, Inc.; Mark Klein; Brian Brown of Walter P. Moore; Professor Jun Kim and students Jiahe (Cassie) Bian, Hejing (Hedy) Feng, and Jixing (Jessie) Liu of the Texas A&M University Department of Landscape Architecture and Urban Planning; and Jessica Holoubek and Kristen Hogan 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 August 14, 2015, regular meeting. Following discussion and review, Director Halick moved to approve the minutes as submitted. The motion was seconded by Director Johnston and passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Lofton reviewed the August 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 Halick moved to approve the bookkeeper's report and payment of the bills presented in the report. Director Winters seconded the motion, which was approved by unanimous vote.

2015 YTD VARIANCE BUDGET

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

SCHEDULE 2016 BUDGET WORKSHOPS

Ms. Wallace announced that 2016 budget committee meetings are proposed to be held every Tuesday at 11:30 a.m. beginning September 29th. She invited directors to attend.

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

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

CONSULTANT PROPOSAL FOR THE ENERGY CORRIDOR STRATEGIC TRANSPORTATION ANALYSIS

Mr. Martinson discussed the proposed scope of work associated with The Energy Corridor Strategic Transportation Analysis to evaluation transportation projects identified in the District's 2015 Master Plan. He reviewed a phasing proposal prepared by Walter P. Moore and requested input from the Board regarding the scope of the work. After discussion, the Board directed Mr. Martinson to schedule a workshop to discuss the scope of the work.

ADDICKS DAM SUBDIVISION ANNEXATION SURVEY PROPOSAL

Mr. Martinson discussed proposals received to prepare exhibits, title work, and boundary descriptions in connection with the annexation of tracts of land into the District. After discussion, Director West moved to approve the proposal from SAM Surveyors in the amount of \$10,000, plus \$1,000 for contingencies. Director Halick seconded the motion, which passed unanimously.

TEXAS A&M UNIVERSITY LANDSCAPE ARCHITECTURE STUDIO PRESENTATION

Ms. Demarie reported on coordination with Professor Kim and his students of the Texas A&M University Department of Landscape Architecture and Urban Planning on their conceptual plans for areas within the District.

Professor Kim gave a presentation on the status of comprehensive planning and design schemes completed to date for areas within the District, including Park Ten and Grisby Square. He said the students in attendance at today's meeting will give a more detailed presentation following today's meeting for any interested persons. Professor Kim then reviewed the additional work to be completed by his group.

GRISBY CROSSWALK PLANS AND SOLICIT BIDS

Mr. Rayburn gave an update on the status of the plans and specifications for the proposed crosswalk across Grisby Road at Helios Way. He reported that the plans have been approved by the City of Houston (the "City") and he intends to present construction pricing for consideration at next month's meeting.

ECD CAR SHARE PROGRAM CMAQ GRANT

Ms. Rector reported on the CMAQ Car Share grant program and marketing efforts. She reported on staff efforts to encourage participating properties to apply for the Houston-Galveston Area Council's annual September Clean Air Champion awards and assist with completing such applications.

Mr. Martinson presented to Ms. Rector and reviewed the Resolution of Harris County Improvement District No. 4 Congratulating Kelly Rector for the award she received as an International Association of Commuter Transportation Association's Emerging Leader in Transportation Management, which was adopted by the Board at last month's meeting.

FORTSMITH STREET WOONERF RIBBON CUTTING CEREMONY SEPTEMBER 24, 2015 AT 10:00 A.M.

Ms. Weaver discussed the plans for the Fortsmith Street Woonerf project ribbon cutting ceremony scheduled for September 24, 2015, at 10:00 a.m. She encouraged the Board members to attend the event.

PARK ROW COMPLETION PROJECT

Mr. Willis presented an invoice from the clearing contractor for mowing and bamboo removal completed on the lots that were cleared for the Phase II Park Row Completion Project, which is being maintained by the contractor until the roadway work begins. He recommended approval and payment of the invoice.

Mr. Willis reported on plans to advertise for bids for the improvements to the TRT Development Company surface parking lot, which were previously on hold due to ongoing electrical work and construction costs.

Ms. Wallace reviewed the monthly expenses associated with the Phase II Park Row Completion Project totaling \$36,552.98 to be paid from capital funds.

Ms. Holoubek updated the Board on the pending land exchange between Central Park West, L.P. ("CPW") and ConocoPhillips Company ("Conoco"), whereby CPW will acquire property from Conoco and convey the right-of-way contained therein to the District for Phase II of the Park Row Completion Project. She said the deeds are being held in escrow, pending the District's receipt of all necessary approvals, permits, and licenses from the U.S. Army Corps of Engineers ("USACE") for Phase II of the Park Row Completion Project. Ms. Holoubek reported on discussions with Conoco regarding the possible release and recordation of the land exchange deeds from escrow prior to receipt of the final approvals from USACE in order to avoid construction delays. She said Conoco was not willing to release the deed for recordation prior to receipt of the final approvals USACE and, therefore, the District and Conoco may enter into a right of entry and temporary construction agreement to allow the District to proceed with construction of the force main.

Director Hightower updated the Board on the status of various agreements and permits required by USACE in connection with permitting for Phase II of the Park Row Completion Project. He reported on receipt of the executed license agreement to access the property for construction work, which will eventually be conveyed to the City of Houston. Director Hightower added that a memorandum of agreement regarding archeological findings that is being circulated for execution.

Following review and discussion, Director Halick moved to: (1) approve the invoice for mowing and bamboo removal; (2) approve the monthly expenses associated with the Phase II Park Row Completion Project; and (3) authorize execution of a right of

entry and temporary construction agreement with Conoco. Director West seconded the motion, which passed unanimously.

GENERAL MANAGER'S REPORT

Mr. Martinson reported that the District received Keep Houston Beautiful's Mayor's Proud Partners Certificate of Recognition Award for the Fortsmith Street Woonerf project, noting that District staff will be recognized at a ceremony on October 26, 2015.

Mr. Martinson reported on materials prepared for a meeting with City Council members prior to the City's consideration of the cap on the economic development agreement between the District and the City.

Mr. Martinson gave a presentation that was recently given to HFF, Inc. and shared with other interested developers and property owners regarding the District's Master Plan.

Mr. Martinson then reported on an invitation he received to present the District's Master Plan at the 2015 International Urban Design Conference at Milan, Politecnico on November 19, 2015.

HOUSTON POLICE DEPARTMENT AND NEIGHBORHOOD PROTECTION AND CODE ENFORCEMENT UPDATE

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

NEXT MEETING

The Board discussed next month's meeting date and concurred to hold the next regular Board meeting on October 9, 2015, subject to confirming a quorum.

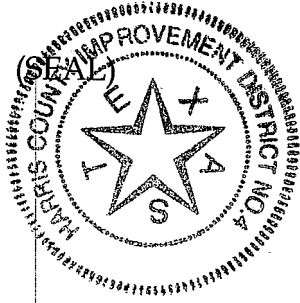
SCHEDULE SUPPLEMENTAL HEARING TO ADOPT ROLE AND RATE

The Board considered scheduling the District's 2015 supplemental assessment hearing. Upon a motion made by Director Johnston and seconded by Director Elgohary, the Board voted unanimously to schedule the hearing for November 4, 2015, at 9:30 a.m. and to authorize publication and mailing of notices regarding same.

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.


Secretary, Board of Directors



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