

MINUTES
HARRIS COUNTY IMPROVEMENT DISTRICT NO. 4

July 11, 2014

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 July, 2014, 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 Director Tackett, thus constituting a quorum.

Also present at the meeting were Richard Hyde; 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; Kelly Rector, Transportation Coordinator for the District; John Nuñez, Transportation Manager for the District; Fabiana Demarie, District intern; Les Lee and Joshua Bowie of eSiteful; Pat Hall of Equi-Tax, Inc.; Michelle Lofton of ETI Bookkeeping Services; Darren Willis of Jones & Carter, Inc.; 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 June 13, 2014, regular meeting. Following discussion and review, Director West moved to approve the minutes as submitted. The motion was seconded by Director Fincher and passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

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

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

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

2014 YEAR-TO-DATE VARIANCE BUDGET

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

IH 10 INTERSECTIONS ENHANCEMENT DESIGN CONTRACT WITH JACOBS

Mr. Martinson updated the Board on finalization of the contract with Jacobs. He noted the Board authorized execution of the contract at last month's meeting, upon receiving Texas Department of Transportation ("TxDOT"), Jacobs and ABHR approval. No action was necessary.

FORTSMITH STREET "WOONERF"

Mr. Rayburn reviewed bids received for the Fortsmith Street "Woonerf" paving project. He recommended that the contract be awarded to Jerdon Enterprise, LP in the amount of \$319,319.99, which includes 10% contingency, subject to review of construction bonds and insurance by ABHR. The Board concurred, in its judgment, that Jerdon Enterprise, LP is a responsible bidder that will result in the best and most economical completion of the District's facilities. Mr. Rayburn also discussed Temporary Right of Entry and Construction Agreements with adjacent property owners to allow the District access to such properties to install certain improvements in connection with the Fortsmith Street project. After review and discussion and based on the landscape architect's recommendation, Director Halick moved to award the contract to Jerdon Enterprise, LP in the amount of \$319,319.99, subject to review of construction bonds and insurance by ABHR, and authorize execution of the Temporary Right of Entry and Construction Agreements with adjacent property owners. Director Johnston seconded the motion, which passed unanimously.

CARMA GRANT APPLICATION UPDATE

Mr. Nuñez reported on the District's Carma grant application that was submitted to the Houston-Galveston Area Council ("HGAC"). He reported on efforts to obtain and submit additional supporting materials requested by HGAC. He also encouraged solicitation of additional letters of support.

WEST HOUSTON MOBILITY PLAN

Mr. Martinson reported on HGAC's presentation to stakeholders regarding mobility options, including a demonstration project to enhance access to and circulation between the Energy Corridor, Memorial City, and Westchase areas. He reported on a public meeting scheduled for July 22, 2014, to present findings on existing conditions and projections for future growth within the study area.

THE ENERGY CORRIDOR DISTRICT CIRCULATOR

Mr. Martinson reported on circulator transit concepts studied in connection with the West Houston Mobility Plan. He said once the completed plan is provided to the District, the consultants will look into the feasibility of a District circulator service.

FEDERAL GRANT PROJECTS

Ms. Rector reported on the CMAQ Car Share grant program, including promotional events planned for August. She also updated the Board on the JARC 75 Eldridge Crosstown bus program. She reviewed June financial reports for these projects and the New Freedom sidewalk project.

PARK ROW COMPLETION PROJECT

Mr. Willis updated the Board regarding phase I of the Park Row Completion Project, noting he had no action items for the Board's consideration.

Ms. Wallace reviewed the monthly draw request for the Houston Housing Finance Corporation ("HHFC") loan for payment of consultant and environmental services invoices. She noted the total amount of these disbursements is \$31,319.41. Ms. Wallace also reported on coordination with the City of Houston regarding reimbursement of project cost overruns.

Ms. Holoubek presented a Temporary Right of Entry and Clearing Agreement between the District and ConocoPhillips for clearing and grubbing work associated with phase II of the Park Row Completion Project.

After discussion and review, Director Halick moved to approve the draw request from the HHFC loan totaling \$31,319.41 and authorize execution of the Temporary

Right of Entry and Clearing Agreement between the District and ConocoPhillips. Director Fujimoto seconded the motion, which carried unanimously.

HOUSTON POLICE DEPARTMENT AND NEIGHBORHOOD PROTECTION AND CODE ENFORCEMENT UPDATE

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

GENERAL MANAGER'S REPORT

Mr. Martinson reviewed the General Manager's report. He reported on TxDOT's cancellation of the Cullen Park trail project since the project was not commenced by the City of Houston within four years. He reviewed letters of support submitted by the District for METRO's draft Reimagined Network Plan and the Buffalo Bayou demonstration project in Memorial Park.

Mr. Martinson reported that 14 firms attended a preliminary meeting regarding the District's request for proposals for the District's Area Master Plan. He said statements of qualifications are due from interested groups on July 18, 2014, for review by a committee comprised of District staff and area property owners.

Mr. Martinson updated the Board on preparation of the District's 2015-2034 Service Plan and preparation of petitions for properties contemplated for annexation into the District.

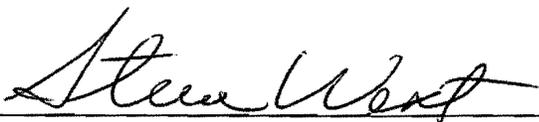
NEXT MEETING

The Board concurred to hold the next Board meeting on August 8, 2014.

Mr. Hyde introduced himself to the Board and discussed erosion concerns associated with the Buffalo Bayou demonstration project.

ADJOURN

There being no further business to come before the Board, Director Halick moved to adjourn the meeting at 9:17 a.m. Director Johnston seconded the motion, which was unanimously approved.


Secretary, Board of Directors



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