

MINUTES
HARRIS COUNTY IMPROVEMENT DISTRICT NO. 4

August 17, 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 17th day of August, 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, Halaska, Lee, and Lane, thus constituting a quorum.

Also present at the meeting were Randy Jones of Memorial Super Neighborhood; Bryan Strode of HFF; Ali Lamkahouan, Controller for the District; Fabiana Demarie, Urban Planner for the District; Kelly Rector, TDM Program Manager 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 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 July 13, 2018, regular meeting. Following discussion and review, Director Kerr moved to approve the minutes as submitted. The motion was seconded by Director Elgohary and passed unanimously.

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

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

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Lofton reviewed the July financial report with the Board, including the bills presented for payment from the District's accounts. She presented an additional check for renewal of the District's insurance policies, effective September 3, 2018. Mr. Lamkahouan reviewed the renewal premium with the Board. Following review and discussion, Director Elgohary moved to approve the bookkeeper's report and payment of the bills presented in the report. Director Fincher 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.

Mr. Lamkahouan next reviewed the monthly expenses for Phase II of the Park Row Completion Project totaling \$7,761.79, which were reflected in the bookkeeper's report.

Mr. Lamkahouan reported on coordination with the City of Houston (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 and expects the District will receive the reimbursement payment from the City prior to next month's meeting. Mr. Lamkahouan next reviewed a letter to the City requesting reimbursement of expenses pursuant to the Interlocal Development Agreement between the District and the City. Discussion ensued regarding the terms of the Economic Development Agreement and the Interlocal Development Agreement and the expenses to be reimbursed to the District. Mr. Lamkahouan requested authorization to disperse funds received prior to next month's meeting to reduce the HHFC loan balance. After review and discussion, Director Kerr moved to authorize execution of the letter to the City requesting reimbursement pursuant to the Interlocal Development Agreement, subject to final review, and to authorize dispersal of reimbursement funds received prior to next month's meeting to reduce the HHFC loan balance. Director Fincher seconded the motion, which passed unanimously.

The Board considered approving a letter to the U.S. Army Corps of Engineers

("USACE") requesting an amendment to the License Agreement between the District and USACE to add an additional 10 feet for construction access to complete the side slope repairs. After review and discussion, Director Fincher moved to approve and authorize execution of the letter to USACE. Director Kerr seconded the motion, which passed unanimously.

Director Kerr inquired about efforts to address unauthorized parking along Park Row. Sergeant Bennett said cars are not prohibited from parking along Park Row unless they remain parked for over 48 hours. He added that they are monitoring the area and towing cars that remain parked for over 48 hours. Ms. Demarie reported on discussions with the City regarding the issue and said a petition must be signed by all property owners along Park Row requesting the City to prohibit parking. She said she is in the process of collecting petition signatures from property owners. Discussion ensued regarding safety and traffic concerns associated with cars parked along Park Row.

ECD VARIANCE BUDGET

Mr. Lamkahouan reviewed an updated 2018 budget/forecast summary with the Board, noting revisions to reflect actual projected expenses. Mr. Rayburn discussed the Turkey Creek bridge project and associated coordination with the City and USACE. After review and discussion, the Board asked staff to prepare cost estimates for the bridge project and trail connections for discussion at next month's meeting.

Ms. Demarie responded to questions regarding the Grisby Square Park and Streetscape improvements, explaining that HUSA Management Inc. filed for bankruptcy and the project is on hold while the landowner negotiates leases for the subject property. Mr. Rayburn added that District staff is following up with the office of the City Councilmember for District G on potential economic development projects in the area.

Director Hightower next recognized Mr. Jones who introduced himself and discussed issues common to the District and the Memorial Super Neighborhood. Mr. Jones said the Memorial Super Neighborhood meetings are held on the fourth Monday of each month.

Director Hightower then recognized Mr. Strode who introduced himself and discussed his background and interest in the Energy Corridor area.

ECD PUBLIC SAFETY

Sergeant Bennett reported on July patrols and activity.

EHRA PROPOSAL FOR LIMITED LAND SURVEY AND ABSTRACTING SERVICES

Ms. Demarie updated the Board on the matter related to the maintenance and fencing of an area of the Thornwood neighborhood facing Eldridge Parkway due to damage caused by Hurricane Harvey. She said District staff determined that a portion of the area is part of the Kendall Neighborhood Library property and portions of such property appear to be part of homeowner backyards. Ms. Demarie reviewed a proposal from EHRA in the amount of \$5,800 to survey the area, perform a title search and identify property corners and any liens or easements on the property. She said once the survey work is complete, staff will proceed with broader options for fencing, coordination with adjacent property owners, and options for a pocket park, as discussed at last month's meeting. After review and discussion, Director Kerr moved to approve the proposal from EHRA in the amount of \$5,800. Director Johnston seconded the motion, which passed by unanimous vote.

CONSTRUCTION PROJECTS UPDATE

LIP PROJECT

Ms. Demarie presented pictures and gave an update on the Local Initiative Project (LIP) bus shelter/sidewalk grant project.

COH - N. ELDRIDGE PROJECT

Ms. Demarie presented pictures and updated the Board on the City's expansion/realignment of the two-lane stretch of Eldridge Parkway in front of the Omni Hotel. She said phase two of the project should begin soon once permitting is complete.

Mr. Rayburn updated the Board on the 2017-2018 sidewalks project, noting anticipated completion by the end of the year.

Discussion then ensued regarding options for building a sidewalk to connect the MD Anderson facility to the Addicks Park & Rode. Mr. Rayburn said he would prepare a cost estimate for further discussion with Transwestern regarding funding options.

DISTRICT WIDE SIGNAGE

PUBLIC AWARENESS SIGNAGE

Mr. Rayburn presented pictures and discussed temporary signage installed

during construction of improvements to inform the public of the efforts underway by the District.

DISTRICT IDENTITY SIGNAGE

Mr. Rayburn next discussed the proposed installation of permanent esplanade signs at key access points to the District to identify the area within the District. He requested authorization for staff to develop a plan with cost estimates and proposed locations for permanent esplanade signs. After discussion, the Board concurred to authorize staff to proceed with development of such a plan.

DISTRICT INTERPRETIVE SIGNAGE

Mr. Rayburn then discussed the possible development and installation of interpretive signage to highlight enhancements implemented by the District in support of the District's ongoing mission to make The Energy Corridor a premier place to work and live. He reviewed a proposal from Interpretive Insight in the amount of \$16,340 to design interpretive signage regarding the detention facility beneath the Kendall Neighborhood Library parking lot, Fortsmith, and the history of the town of Addicks. Mr. Rayburn noted an additional cost of \$2,575.41 to fabricate the signs. Discussion ensued regarding the costs for development of interpretive signage and the City's plans for remediating and reopening the Kendall Neighborhood Library after damage caused by Hurricane Harvey. After discussion, the Board asked Mr. Rayburn to contact the company that develops interpretive signage for the Bayou Preservation Association for a proposal to compare costs.

Director Hightower inquired about the status of website maintenance and public relations/marketing efforts. Mr. Lamkahouan discussed the type of consultant being sought and reported on meetings with several consultants. He said District staff is handling the newsletter, website, and social media in the interim. Director Hightower encouraged District staff to identify a website consultant for the District to relieve staff of the responsibilities. He also requested that staff ask Mark Klein to attend the next regular meeting to report on media/marketing efforts for the District.

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

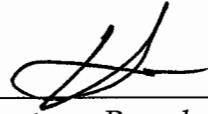
The Board concurred it was not necessary to convene in executive session.

NEXT MEETING

The Board noted the next regular meeting will be held on September 14, 2018.

ADJOURN

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



Secretary, Board of Directors

