

MINUTES
HARRIS COUNTY IMPROVEMENT DISTRICT NO. 4

August 14, 2020

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 by videoconference, with access by telephone available to the public, pursuant to Texas Government Code Section 551.125 and Governor Greg Abbott's emergency disaster declaration dated March 13, 2020, on the 14th day of August, 2020, and the roll was called of the members of the Board being present by telephone:

David W. Hightower	President
Robert Halick	Vice President
D. Bruce Fincher	Secretary
Brandon Kerr	Assistant Secretary
Peter Elgohary	Director
Vacant	Director
Tom Halaska	Director
Chase Crawford	Director
David L. Lane	Director

and all of the above were present except Directors Hightower and Kerr, thus constituting a quorum.

Also attending the videoconference were Elijah Williams, Executive Director for the District; Robert Rayburn, Landscape Architect for the District; Fabiana Demarie Boero, Urban Planner for the District; Rachael Weaver, Community Relations Coordinator for the District; Kenzie Copeland, Communications Coordinator for the District; Pat Hall of Equi-Tax, Inc.; Scott Saenger and Kristen Hennings of Jones & Carter, Inc. ("J&C"); Sergeant Sheffield of Harris County Constable Precinct 5; Connie Curtis of Kimley-Horn & Associates, Inc. ("KH"); Er'Ron Robinson, member of the public; and Jessica Holoubek and Nikole Cales of Allen Boone Humphries Robinson LLP ("ABHR").

Ms. Holoubek reviewed certain recommended protocols for conducting the District's meeting via videoconference. She announced that the meeting was being recorded.

ESTABLISH A QUORUM AND CALL THE MEETING TO ORDER

Having established that a quorum of the Board was present, Ms. Holoubek called the meeting to order.

PUBLIC COMMENTS

Ms. Holoubek offered any members of the public attending the meeting by telephone the opportunity to make public comment. There being no members of the public requesting to make public comment, Ms. Holoubek moved to the next agenda item.

MINUTES

The Board considered the minutes of the July 10, 2020, regular meeting. Following discussion and review, Director Halaska moved to approve the minutes, as amended. The motion was seconded by Director Crawford and passed unanimously.

ECD PUBLIC SAFETY

Sergeant Sheffield updated the Board regarding security matters in the District and reviewed the report on July patrols and activity. He discussed a recent armed robbery in the area and noted Deputy Jenkins retired.

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

Ms. Hall reviewed the assessment collector's report for August with the Board. She then reviewed a chart regarding the status of District assessment payers' lawsuits against the Harris County Appraisal District and discussed delinquent assessment accounts. Following discussion and review, Director Halaska moved to accept the assessment collector's report. The motion was seconded by Director Halick and passed by unanimous vote.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Hall reviewed the August 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, as amended. Director Lane seconded the motion, which was approved by unanimous vote.

EXECUTIVE DIRECTOR'S REPORT

Mr. Williams updated the Board regarding initiatives being undertaken by District staff and his attendance at various meetings and events.

Mr. Williams discussed conducting an updated drainage impact study to reflect

area drainage improvement projects. He stated the District staff will host an upcoming meeting with stakeholders, the subcommittee and any Board members wishing to attend regarding this matter.

Mr. Williams discussed the Dairy Ashford Drive bus stop relocation and stated the City of Houston ("City") is still requesting traffic study be performed. He recommended the deferring the study until a regular workforce has returned to the District and traffic patterns represent office spaces at or near full capacity.

Mr. Williams discussed meetings held with District staff and the sub-committee regarding the strategic framework for the District. He reviewed the focus points and presented new mission and vision statements. He requested the Board approve the new mission and vision statements and the general framework as presented. The Board requested Mr. Williams either prioritize the goals or place them in alphabetical order so it is expressed that no one goal appears to take priority over another. After review and discussion, Director Fincher moved to approve the proposed framework, including the updated mission and vision statements. Director Halaska seconded the motion, which passed unanimously.

PARK ROW COMPLETION PROJECT

Mr. Williams discussed the completion of the Park Row and slope embankment projects. Ms. Hennings updated the Board regarding the Park Row Completion Project, reviewed the history of the Project and discussed pending items. She stated the final phase of the project is the reconnection of the trail tie-in to the north side of the existing trail. She stated the survey is complete and J&C is currently preparing the design and construction plan updates based on survey and the construction that was actually completed by the United States Army Corps of Engineers ("USACE"). Mr. Williams discussed the proposal for trail completion and the commitment letter from District to Harris County Precinct 3 ("HCP3") to complete trail connection. The Board agreed the north side trail completion will be paid for out of District operating funds. Ms. Hennings reviewed the proposal presented last month by which the Board approved the preliminary survey work and some design updates. She then presented and reviewed a proposal for the design, bidding and construction for the Park Row Northside Trail Connection in the amount of \$127,000. Ms. Hennings stated the previous cost estimate to complete trail was between \$350,000 to \$375,000 for construction costs only. After review and discussion, Director Halaska moved to approve the proposal for Park Row Northside Trail Connection design, bidding and construction. Director Elgohary seconded the motion, which passed unanimously.

Ms. Hennings updated the Board regarding the Langham Creek bank restoration project, noting construction is complete, Harris County has accepted the project and the USACE has provided verbal approval. She stated that J&C is finalizing information to submit to the Federal Emergency Management Agency for reimbursement and that the

approval is expected to take three to six months.

CONSTRUCTION PROJECTS UPDATE

Ms. Boero updated the Board regarding construction projects in the District.

MEMORIAL DRIVE AND ELDRIDGE PARKWAY INTERSECTION UPDATE

Ms. Boero updated the Board regarding the Memorial Drive and Eldridge Parkway intersection project, noting it is nearing completion. She introduced Connie Curtis to further discuss the project. Ms. Curtis reviewed history of Memorial Drive and Eldridge Parkway and discussed challenges presented by improvements and traffic pattern created by the City in 2015/ 2016. Ms. Curtis reviewed improvements to intersection including improved right turn traffic flow and safety for pedestrians and bikers. Ms. Curtis discussed lessons learned from the project and coordination with the City.

LANGHAM PARK MASTER PLAN UPDATE

Ms. Boero updated the Board regarding the Langham Park Master Plan and stated a meeting with held on July 27, 2020 with HCP3 and the USACE to present a final plan. Ms. Boero reported the USACE expressed concern about vertical structures on north side and possible impacts to access to dam. She stated HCP3 wanted increased parking. She stated both entities expressed a desire to identify maintenance responsibilities. Ms. Boero stated Clark Condon is revising the plans to reflect the requested changes. She noted there were no action items for the Board to consider.

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 convened in executive session at 10:03 a.m.

RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTION

The Board reconvened in executive session at 10:08 a.m. Upon reconvening in open session, Director Halick moved to authorize the Executive Director to make an offer of employment to the selected candidate for the roll of the Transportation and Mobility Manager. Director Halaska seconded the motion, which passed unanimously.

NEXT MEETING

The next regular meeting will be held on September 11, 2020, at 8:30 a.m.

ADJOURN

There being no further business to come before the Board, Director Fincher moved to adjourn the meeting. Director Crawford seconded the motion, which passed unanimously.

/s/ D. Bruce Fincher
Secretary, Board of Directors

