MINUTES
HARRIS COUNTY IMPROVEMENT DISTRICT NO. 4

November 12, 2021

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 12th day of November, 2021, at 777 N. Eldridge Parkway, Suite 270, Houston, Texas, within the boundaries of the District, and the roll was called of the members of the Board:

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

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

Also present at the meeting were: Elijah Williams, Executive Director for the District; Rachael Weaver, Office Manager for the District; Elizabeth Whitton, Transportation and Mobility Manager for the District; Emily Kelly, Manager Business Engagement and Strategic Research for the District; Michael Henn, Public Realm Operations and Special Projects Manager for the District; Sergeant Connie Rico of Harris County Constable Precinct 5; and Jessica Holoubek and Faye Simonds of Allen Boone Humphries Robinson LLP (“ABHR”).

The District also established a Zoom videoconference and teleconference option for members of the public to listen to the meeting and to address the Board.

On the Zoom videoconference and teleconference were: Directors Elgohary and Ross; Pat Hall of EquiTax; Jennifer Landreville of ETI Bookkeeping; Kristen Hennings and Scott Saenger of Jones & Carter, Inc.; and Gaylan Williams and Ariel Wright of Design Workshop.

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 October 8, 2021, regular meeting. Following discussion and review, Director Crawford moved to approve the minutes, as submitted. The motion was seconded by Director Halaska and passed unanimously.

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

Ms. Hall reviewed the assessment collector’s reports for October with the Board. She then reviewed a chart regarding the status of District assessment payers’ lawsuits against the Harris County Appraisal District (“HCAD”) and discussed delinquent assessment accounts. Following discussion and review, Director Fincher moved to accept the assessment collector’s report. The motion was seconded by Director Lane and passed by unanimous vote.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Landreville reviewed the October financial report with the Board, including the bills presented for payment from the District’s accounts. Following review and discussion, Director Fincher moved to approve the bookkeeper’s report and payment of the bills presented in the report, as submitted. Director Crawford seconded the motion, which was approved by unanimous vote.

ACCEPT HEARING EXAMINER’S REPORT REGARDING SUPPLEMENTAL ASSESSMENT ROLL

Ms. Holoubek stated Director Fincher served as the Hearing Examiner at the District’s supplemental assessment hearing, held on October 29, 2021. She stated that no property owners attended the hearing. Ms. Holoubek reviewed the Hearing Examiner’s Report and Proposal for Decision (“Hearing Examiner’s Report”), which recommends that the Board (a) supplement its assessment roll to add the new construction as shown on the supplemental assessment roll, (b) levy assessments in accordance with the values of the HCAD, and (c) continue to follow the Order Granting Petitions dated June 15, 2015.

Following discussion, Director Halaska made a motion to accept the Hearing Examiner’s Report. The motion was seconded by Director Crawford and carried unanimously.
COMMENTS FROM THE PUBLIC REGARDING SUPPLEMENTAL ASSESSMENT ROLL

There were no comments from the public regarding the supplemental assessment roll.

ORDER SUPPLEMENTING ASSESSMENT ROLL; LEVYING ASSESSMENTS; AND SETTING RATE OF ASSESSMENT FOR THE YEAR 2021

Ms. Holoubek reviewed the Order Supplementing the Assessment Roll; Levying Assessments Against the Property on the Supplemental Assessment Roll for the Remainder of the Ten-Year Period; and Setting the Rate of Assessment for the Year 2021 (the “Order”). She stated that the Order adopts the findings from the Hearing Examiner’s Report. Following review and discussion, Director Lane made a motion to adopt the Order. Director Fincher seconded the motion, which carried unanimously.

AMENDMENT TO INFORMATION FORM

Ms. Holoubek stated that the District’s Amendment to Information Form will be updated to reflect the 2021 assessment rate. Following discussion, Director Halaska made a motion to authorize execution of the Amendment to Information Form. Director Fincher seconded the motion, and it passed by unanimous vote.

ECD PUBLIC SAFETY

Sergeant Rico reviewed the report on October patrols and activity.

EXECUTIVE DIRECTOR’S REPORT

Mr. Williams updated the Board regarding initiatives being undertaken by himself and District staff including meetings conducted during the month, staff changes, staff and board retreats, the Holiday décor program, branding and marketing initiatives, the Bisnow Houston’s Construction and Development event, and the inaugural Holiday tree lighting ceremony.

Mr. Williams further discussed the Parkside Row northside trail completion, City of Houston’s Park Ten wastewater treatment plant diversion project, and North Dairy Ashford Road construction.

Mr. Williams confirmed the budget subcommittee will be comprised of: Directors Kerr, Elgohary and Halaska and the compensation subcommittee will be comprised of: Directors Crawford, Elgohary and Halaska.
DISTRICT’S PLANNING, INFRASTRUCTURE, CONSTRUCTION, MAINTENANCE, BEAUTIFICATION, TRANSPORTATION, AND MOBILITY PROJECTS

Ms. Hennings reviewed flood resiliency drainage improvement fact sheets with the Board.

Mr. Williams reviewed a proposal from Design Workshop in the amount of $191,000 for planting improvements in conjunction with the Texas Department of Transport. He discussed the scope of services to be provided by Design Workshop, the schedule, and project area for the planting improvements. Following discussion, Director Fincher moved to defer action on the proposal from Design Workshop in the amount of $191,000 for the planting improvements. Director Hightower seconded the motion, which passed unanimously.

Ms. Whitton updated the Board regarding the design standards and streetscape guidelines and introduced Ms. Wright of Design Workshop. Ms. Wright provided a progress report to the Board including, vision statement, schedule, level of improvement, standards and guidelines, conceptual management structure, and classification index.

Ms. Whitton updated the Board on The Woodlands commuter bus service pilot. She then reviewed an Interlocal Agreement with The Woodlands Township. Following discussion, Director Halaska moved to approve the Interlocal Agreement with The Woodlands Township, subject to final review by ABHR. Director Fincher seconded the motion, which passed unanimously.

ADJOURN

After review and discussion, Director Lane moved to adjourn the meeting. Director Halaska seconded the motion, which passed unanimously. There being no further business to come before the Board, the Board adjourned the meeting.

/s/ Brandon Kerr
Assistant Secretary, Board of Directors