MINUTES  
HARRIS COUNTY IMPROVEMENT DISTRICT NO. 4  

April 8, 2022  

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 8th day of April, 2022, 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  
Ashlee Ross  
D. Bruce Fincher  
Kris Sava  
Peter Elgoehary  
Vacant  
Tom Halaska  
Chase Crawford  
David L. Lane  

President  
Vice President  
Secretary  
Assistant Secretary  
Director  
Director  
Director  
Director  

and all of the above were present, except Directors Hightower and Crawford, 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; Ramit Masti, Manager Communications and Marketing 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: Julia McCain of McCall Gibson Swedlund Barfoot PLLC; Pat Hall of EquiTAX; Jennifer Landreville of ETI Bookkeeping; Kristen Hennings and Scott Saenger of Quiddity; Margaret Dunlap of METRO; Chelsea Young of Traffic Engineers, Inc.; Gaylan Williams and Anjelica Sifuentes of Design Workshop; and Steven Selbe of Gordon & Rees LLP.

ESTABLISH A QUORUM AND CALL THE MEETING TO ORDER  

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

PUBLIC COMMENTS

There were no public comments.

MINUTES

The Board considered the minutes of the March 11, 2022, regular meeting. Following discussion and review, Director Halaska 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 March 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 Elgohary moved to accept the assessment collector’s report. The motion was seconded by Director Halaska and passed by unanimous vote.

FINANCIAL AND BOOKKEEPING MATTERS

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

AUDIT FOR FISCAL YEAR ENDING DECEMBER 31, 2021

Ms. McCain presented and reviewed the District’s audit for the fiscal year ending December 31, 2021. Following review and discussion, Director Elgohary moved to approve the audit for the fiscal year ending December 31, 2021, subject to final review by the Board members and ABHR. Director Fincher seconded the motion and it passed unanimously.

ADOPT RESOLUTION ESTABLISHING ADDRESSES AND METHODS FOR TEXAS PUBLIC INFORMATION ACT REQUESTS

Ms. Holoubek reviewed with the Board a memorandum regarding designating addresses and methods for receipt of requests for public information under the Texas Public Information Act (“TPIA Requests”). The Board considered designating a mailing address and an email address and approving other methods for receipt of TPIA
Requests, pursuant to Section 552.234 of the Texas Government Code. After review and
discussion, Director Halaska moved to: (1) adopt a Resolution Establishing Addresses
and Methods for Texas Public Information Act Requests (“Resolution”) to (a) designate
the address of the District’s official office as the mailing address and
info@energycorridor.org as the email address for receipt of TPIA Requests to the
District, and (b) direct that the designated addresses and methods be printed on the
sign displayed by the District under Section 552.205, Texas Government Code, and
posted continuously on the District’s Internet website; and (2) direct the Resolution to
be filed appropriately and retained in the District’s official records. Director Fincher
seconded the motion, which passed unanimously.

ECD PUBLIC SAFETY

Sergeant Rico reviewed the report on March 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, the
Woodlands-Energy Corridor commuter bus service, TXDOT landscaping plan, and
requests for qualifications for I-10 Gateway Improvement Project and N. Eldridge
Street Improvement Project.

Mr. Williams further discussed the City of Houston, Economic Development
visit, an economic analysis and impact study by The Goodman Corporation, a potential
relocation by John Cockerill, a Belgium based company, and the City of Houston’s Park
Ten wastewater treatment plant diversion project.

CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.074 TEXAS
GOVERNMENT CODE, TO CONDUCT A PRIVATE CONSULTATION WITH
ATTORNEY TO DISCUSS PENDING OR CONTEMPLATED LITIGATION OR
SETTLEMENT OFFER

The Board convened in executive session at 9:08 a.m. Mr. Selbe, Ms. Holoubek
and Ms. Simonds were also present.

RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTION

The Board reconvened in open meeting at 9:33 a.m. No action was taken by the
Board.

DISTRICT’S PLANNING, INFRASTRUCTURE, CONSTRUCTION, MAINTENANCE,
BEAUTIFICATION, TRANSPORTATION, AND MOBILITY PROJECTS

Ms. Whitton reviewed a transportation and mobility plan scope of work for
approval and presented a proposal from Nancy R. Edmonson in the amount of $154,760. Following discussion, Director Lane moved to approve the proposal from Nancy R. Edmonson for the transportation and mobility plan scope of work in the amount of $154,760. Director Elgohary seconded the motion, which passed unanimously.

Ms. Whitton presented and reviewed a final report on District’s design standards and streetscape guidelines. Director Halaska moved to approve the final report on the District’s design standards and streetscape guidelines. Director Elgohary seconded the motion, which passed unanimously.

Ms. Whitton updated the Board on the Texas Department of Transportation landscaping plan and introduced Mr. Williams of Design Workshop. Mr. Williams presented and reviewed a schematic design, including design framework, landscaping typology, and the Dairy Ashford study.

ADJOURN

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

/s/ Bruce Fincher
Secretary, Board of Directors