

MINUTES OF THE BOARD OF DIRECTORS MEETING
Harris County Municipal Management District No. 1

June 17, 2020

The Board of Directors (the "Board") of Harris County Municipal Management District No. 1 (Memorial Management 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 17th day of June, 2020, and the roll was called of the members of the Board being present by telephone:

Ben Gillis	President/Director
Dan Moody, III	Secretary/Director
Steven Goss	Director
Glenn Airola	Director
Perry Hicks	Director
Charles DeLacey	Director
Ben Pisklak	Director
C. Beau Harrison	Director
Vacant	Director
Kirk Guilanshah	Director
Robert Williamson	Director

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

Also attending the teleconference were Marlene Gafrick of MetroNational Corporation; Pat Hall of Equi-Tax, Inc.; Pat Walters, Executive Director for the District; Andria Rondon, Project Manager of the District; Sergeant Chris Sheffield and Deputy Salman Abdul Ghaffar of Harris County Precinct 5 Constable's Office; Marguerite Dunlap of METRO; Alan Steinburg, member of the public; Muhammad Ali of Gauge Engineering; and Jessica Holoubek and Nikole Cales of Allen Boone Humphries Robinson LLP.

1. Call meeting to order, take attendance and verify quorum is present

Having established that a quorum of the Board was present, Director Gillis called the meeting to order at 9:30 a.m.

2. Public Comments

Director Gillis offered any members of the public attending the meeting by telephone the opportunity to make public comment. He introduced Mr. Alan Steinburg. There being no members of the public requesting to make public comment,

Director Gillis moved to the next agenda item.

3. Minutes of May 20, 2020, Meeting

The Board reviewed the minutes of the May 20, 2020, regular meeting. After review and discussion, Director Pisklak moved to approve the minutes, as submitted. The motion was seconded by Director Moody, which was approved unanimously.

4. Financial Report and Bookkeeping Matters

Ms. Hall reviewed the financial reports for May with the Board. Following review and discussion, Director Williamson, moved to approve the financial report and payment of the invoices listed in the report. Director Airola seconded the motion, which passed unanimously.

5. Assessment and Collections Matters

Ms. Hall reviewed the assessment collector's report for May with the Board. She discussed the status of various delinquent accounts. Following review and discussion, Director Moody, moved to approve the assessment collector's report. Director Pisklak seconded the motion, which passed unanimously.

6. Fiscal Year 2021 Budget Subcommittee

Mr. Walters stated it is time to convene the Budget Subcommittee to work on the District's fiscal year 2021 budget which is currently comprised of Director Gillis, Director Goss, Director Moody and Director Williamson. He stated one additional Board member can be added to the subcommittee and if a member wishes not to serve this year. Director Guilanshah volunteered to serve on the subcommittee for the 2021 fiscal year.

7. Signal Control Box Murals

Mr. Walters updated the Board regarding the progress of the signal control box murals.

8. Review of District Maintenance

Mr. Walters updated the Board on maintenance in the District. He discussed the schedule for intersection repairs and recommended construction be deferred until 2021, but recommended the Board proceed with engineering and design for all of the intersections. He stated no action is necessary at this time. Discussion ensued regarding estimated pricing for the project. Mr. Ali recommended bidding and permitting the intersection project this year, with construction expected to begin in 2021.

Mr. Walters stated the main pump in the Conrad Sauer detention pond has failed. He reviewed a proposal from Greenscape Pump Services, Inc. ("Greenscape") in the amount of \$4,952.75 to remove and reinstall the pump, but noted it does not include the cost of a new pump. He stated the pump will be sent for repairs to determine why it was damaged and noted Greenscape will attempt to pursue repair or replacement under the warranty, even though the warranty expired a few months ago. After review and discussion, Director Airola moved to approve the proposal from Greenscape in the amount of \$4,952.75 to remove and reinstall the pump. Director DeLacey seconded the motion, which passed unanimously.

Mr. Walters stated two signals need repaired. He then reviewed a proposal from D.L. Meacham Construction LP in the amount of \$10,250 for the repair. Mr. Walters stated he believes the repair should be reimbursed by the District's insurance provider with the exception of the \$250 deductible. After review and discussion, Director Harrison moved to approve the proposal from D.L. Meacham Construction LP in the amount of \$10,250, including any necessary contingencies, to repair the two signals, with the understanding that there is an expectation the repair costs will be reimbursed by the District's insurance provider excluding the deductible. Director Pisklak seconded the motion, which passed unanimously.

9. Constable's Patrol

Sergeant Sheffield introduced Deputy Ghaffar, noting he will be patrolling the District. He then reviewed the security report for June patrols and discussed activity in the District. He discussed a robbery at a local store. Sergeant Sheffield stated the Constables have a plan in place should any rioting or looting occur.

10. Community Relations Update and Contract Services

Ms. Rondon updated the Board regarding community relations in the District and ways the District is promoting businesses and restaurants in the District.

11. Board Member Search

Director Gillis reported former Director Campbell recommended the appointment of Mr. Steinburg to the District's Board of Directors. Director Gillis and Mr. Walters discussed his qualifications.

12. Executive Director's Report

Mr. Walters updated the Board on development in the District and surrounding areas.

The next meeting on July 15, 2020.

13. Adjourn

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

Approved:

/s/ Dan Moody _____

Secretary

Harris County Municipal Management District No. 1

