

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

January 20, 2021

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 20th day of January, 2021, and the roll was called of the members of the Board being present by telephone:

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

and all of the above were present except Director Pisklak, 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; Sergeant Chris Sheffield of Harris County Precinct 5 Constable's Office; Margaret Dunlap of METRO; Suzy Hartgrove and Becky Myers of MyHart Communications; Muhammad Ali of Gage 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. Director Gillis stated Director Airola resigned from the Board. He stated Mr. Airola made a recommendation for his replacement, which the Board will take under consideration next month.

2. Public Comments

Director Gillis offered any members of the public attending the meeting by telephone the opportunity to make public comment. Ms. Dunlap discussed the

upgrades and COVID-19 safety measures implemented by METRO.

3. Minutes of November 18, 2020, Meeting

The Board reviewed the minutes of the November 18, 2020, regular meeting. After review and discussion, Director Moody moved to approve the minutes, as submitted. The motion was seconded by Director Goss which was approved unanimously.

4. Financial Report and Bookkeeping Matters

Ms. Hall reviewed the financial reports for November and December with the Board. Following review and discussion, Director DeLacey, moved to approve the financial reports and payment of the invoices listed in the reports. Director Guilanshah seconded the motion, which passed unanimously.

5. Assessment and Collections Matters

Ms. Hall reviewed the assessment collector's reports for November and December with the Board. She discussed the status of various delinquent accounts. The Board reviewed the status of property valuation lawsuits filed by property owners in the District against the Harris County Appraisal District. Ms. Hall stated there were two delinquent accounts listed on the October report, which were incorrect. She stated there was an error in the computing and the accounts listed were not actually delinquent. Following review and discussion, Director Williamson, moved to approve the assessment collector's reports. Director Moody seconded the motion, which passed unanimously.

6. Annual Cybersecurity Training

Ms. Holoubek reviewed a memorandum regarding legislation enacted by the Texas Legislature regarding annual cybersecurity training requirements for certain local government employees and elected officials. A copy of the memorandum is attached. She stated that directors must select a training program that is certified by the Texas Department of Information Resources.

7. Annual Disclosure Statements for Investment Officer and Bookkeeper

The Board reviewed the Public Funds Investment Act disclosure statements for the bookkeeper and Investment Officer. Ms. Holoubek noted that the disclosure statements will be filed with the Texas Ethics Commission. After review and discussion, Director Hicks moved to accept the disclosure statements under the Public Funds Investment Act. Director Goss seconded the motion, which passed unanimously.

8. Amendments to the Maintenance Agreement with the City of Houston

Mr. Walters discussed potential development for in the District for properties owned by Marathon and Midway. He stated that Marathon Oil is removing district improvements along the West side of Town & Country Blvd., south of IH-10, and that the property owner will be responsible for maintenance of the enhanced amenities they are proposing to construct in that location. He presented and reviewed a letter to the City of Houston amending the District's maintenance requirements for this location. After review and discussion, Director Moody moved to approve execution and delivery of the letter to the City of Houston. Director Steinberg seconded the motion, which passed unanimously.

9. Gessner Paver Replacement Project

Mr. Ali discussed the Gessner Paver Replacement Project.

10. Review of District Maintenance

Mr. Walters updated the Board on maintenance in the District and discussed recently completed projects.

Mr. Walters presented and reviewed Change Order No. 1 to the Landscape Contract for Services with Lawn Management Corporation ("Change Order No. 1") for the addition of street and median maintenance on North Gessner Road in the amount of \$14,067 annually. The Board concurred the change order is beneficial to the District. After review and discussion, Director Williamson moved to approve Change Order No. 1 in the amount of \$14,067 annually for the street and median maintenance on North Gessner Road. Director Moody seconded the motion, which passed unanimously.

Mr. Walters reviewed a proposal to install skateboard stoppers on the benches around the Conrad Sauer detention pond in the amount of \$1,599.98. After review and discussion, Director Hicks moved to approve the proposal to install skateboard stoppers on the benches around the Conrad Sauer detention pond in the amount of \$1,599.98. Director Harrison seconded the motion, which passed unanimously.

Pat stated the WeatherMatic irrigation controller installation has been completed and noted the meters will continue to be monitored.

Director Moody inquired if the Board can authorize Mr. Walters to approve expenditures up to a certain amount in between meetings without Board approval. The Board directed Mr. Walters and Ms. Holoubek to coordinate to prepare an amendment to the District's policies and procedures to allow Mr. Walters to approve certain expenditures.

11. Constable's Patrol

Sergeant Sheffield reviewed the report on November and December patrols and activity in the District. He updated the Board regarding vehicle theft in the District. Sergeant Sheffield

12. Community Relations Update and Contract Services

Ms. Hartgrove updated the Board regarding community relations in the District.

13. Executive Director's Report

Mr. Walters stated the next meeting will occur on February 17, 2021.

14. Adjourn

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

Approved:

/s/ Dan Moody _____

Secretary

Harris County Municipal Management District No. 1

