

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

September 11, 2019

The Board of Directors (the "Board") of Harris County Municipal Management District No. 1 (Memorial Management District) (the "District") met in regular session, open to the public, on the 11th day of September, 2019, at 916 Memorial City Way, Suite 3000, Houston, Texas, inside the boundaries of the District, and the roll was called of the members of the Board:

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

and all of the above were present, except Directors DeLacey, Hicks and Pisklak, thus constituting a quorum.

Also present at the meeting were Margarita Dunlap of METRO; Marlene Gafrick of MetroNational Corporation; Suzy Hartgrove of MyHart Communications; Pat Hall of Equi-Tax, Inc.; Pat Walters, Executive Director for the District; Sergeant Chris Sheffield and Lieutenant Mitch Hutter of Harris County Precinct 5 Constable's Office; and Jessica Holoubek and Jane Miller 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.

2. Public Comments

There were no public comments.

3. Minutes of August 21, 2019, Meeting

The Board reviewed the minutes of the August 21, 2019, regular meeting. After

review and discussion, Director Gillis moved to approve the minutes. The motion was seconded by Director Moody, which was approved unanimously.

4. Financial Report and Bookkeeping Matters

Ms. Hall reviewed the financial report for August with the Board. Following review and discussion, Director Guilanshah 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 August with the Board. Following review and discussion, Director Williamson moved to approve the assessment collector's report. Director Moody seconded the motion, which passed unanimously.

6. Renewal of District's Insurance Policies

Mr. Walters discussed the expiration of the District's insurance policies on October 1, 2019. He reviewed a comparison of the expiring premiums and the estimated renewal premiums for coverage through the Texas Municipal League Intergovernmental Risk Pool, noting an estimated increase of \$2,684.00 due primarily to a surcharge on scheduled property and addition of three streets of pedestrian lightning and electrical infrastructure of fountains. After review and discussion, Director Moody moved to approve the insurance renewal with the Texas Municipal League. Director Goss seconded the motion, which passed unanimously.

7. Fiscal Year 2020 Budget

Mr. Walters reviewed the District's fiscal year 2020 draft budget that was developed by the Budget Subcommittee. He reviewed back-up detail for the various line items. Mr. Walters then responded to questions regarding the draft budget. Director Gillis discussed the need for an administrator to support Mr. Walters. Mr. Walters then discussed the proposed salary requirements for the position. The Board concurred to defer approval of the 2020 fiscal year end budget.

8. Holiday Lightning Call for Projects

Mr. Walters presented and reviewed the 2019-2020 Holiday Décor policy. After review and discussion, Director Guilanshah moved to approve the policy and authorize a 2020 call for projects. Director Campbell seconded the motion, which passed unanimously.

9. METRONext Analysis

Director Campbell distributed and reviewed copies of the 2060 Plan developed by the West Houston Association. Director Campbell and Ms. Gafrick updated the Board regarding the status of discussions with METRO and its development plan. Discussion ensued the upcoming election.

10. Review of District Maintenance

Mr. Walters updated the Board on maintenance in the District.

11. Constable's Patrol

Sergeant Sheffield reviewed the report on September patrols and activity in the District and updated the Board regarding initiatives to address homelessness in the District.

12. Community Relations Update and Contract Services

Ms. Hartgrove reviewed website activity and statistics and updated the Board regarding community relations efforts for the District. Mr. Walters stated he will discuss combined statistics in October.

13. Executive Director's Report

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

Director Campbell requested the Board consider adopting a resolution next month expressing support for METRO's ballot item for bond election approval in November. The Board discussed its wish for METRO to move the BRT to Beltway 8.

14. Adjourn

There being no further business to come before the Board, the meeting was adjourned.



Approved:


Secretary *Director*

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