

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

September 16, 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 16th day of September, 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
Alan Steinburg	Director
Kirk Guilanshah	Director
Robert Williamson	Director

and all of the above were present except Directors Moody, Airola and Williamson, with Directors Hicks and Harrison participating by video only, 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; Marguerite Dunlap of METRO; Megan Bradley of Triton Consulting Group; Suzy Hartgrove of MyHart Communications; 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 9:35 a.m.

2. Public Comments

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

3. Minutes of August 19, 2020, Meeting

The Board reviewed the minutes of the August 19, 2020, regular meeting. After review and discussion, Director Pisklak 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 August with the Board. Following review and discussion, Director Pisklak, moved to approve the financial reports and payment of the invoices listed in the reports. Director DeLacey seconded the motion, which passed unanimously.

5. Assessment and Collections Matters

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

6. Fiscal Year 2021 Budget

Mr. Walters reviewed the District's fiscal year 2021 draft budget. Mr. Walters stated budget line items for employment and benefits matters are subject to change based on the individual selected for the new position. Mr. Walters then responded to questions regarding the draft budget. The Board concurred to defer approval of the 2021 fiscal year end budget.

7. Review of District Maintenance

Mr. Walters updated the Board on maintenance in the District. He stated the pump in the Conrad Sauer detention pond should be replaced by October 1, 2020. Mr. Walters stated since the pump is not operational, the lake is being monitored and regularly treated for algae.

8. Constable's Patrol

Sergeant Sheffield reviewed the report on September patrols and activity in the District. He noted two constables are pursuing other opportunities and will no longer be serving the District.

9. Community Relations Update and Contract Services

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

10. Renewal of District’s Insurance Policies

Mr. Walters discussed the expiration of the District’s insurance policies on October 1, 2020. He reviewed a comparison of the expiring premiums and the estimated renewal premiums for coverage through the Texas Municipal League Intergovernmental Risk Pool. Mr. Walters requested authorization to approve the insurance proposal in the amount of \$8,877, with up to a 10% increase of premium, if necessary. After review and discussion, Director Pisklak moved to approve the insurance renewal with the Texas Municipal League, allowing for up to a 10% increase in premium. Director DeLacey seconded the motion, which passed unanimously.

11. Executive Director’s Report

Mr. Walters stated he has nothing to report regarding this matter. It was noted the next meeting will be held on October 21, 2020.

12. Executive Session Pursuant to Section 551.074, Texas Government Code

The Board did not convene in executive session.

13. Reconvene in Open Session

The Board did not convene in executive session.

14. Adjourn

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

Approved:

/s/ Dan M. Moody, III

Secretary

Harris County Municipal Management District No. 1

