

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

August 18, 2021

The Board of Directors (the "Board") of Harris County Municipal Management District No. 1 (Memorial Management District) (the "District") met in regular session in person and 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 18<sup>th</sup> day of August, 2021, and the roll was called of the members of the Board being present by in person or 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 either in person or by telephone, except Director Williamson, thus constituting a quorum.

Also attending the meeting, either in person or by telephone, were; Pat Hall of Equi-Tax, Inc.; Pat Walters, Executive Director for the District; Gabrielle Luevano, Administrative Assistant of the District; Sergeant Chris Sheffield of Harris County Precinct 5 Constable's Office; Marlene Gafrick of Metro National Corporation; Margaret Dunlap of METRO; Muhammad Ali of Gauge Engineering; Suzy Hartgrove of MyHart Communications; and Jessica Holoubek and Faye Simonds 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 9:31 a.m.

**2. Public Comments**

Director Gillis offered any members of the public attending the meeting in

person or by telephone the opportunity to make public comment. There being no members of the public requesting to make comments, Director Gillis moved to the next agenda item.

**3. Minutes of July 21, 2021, Meeting**

The Board reviewed the minutes of the July 21, 2021, regular meeting. After review and discussion, Director Pislak moved to approve the minutes, as submitted. The motion was seconded by Director Steinberg which was approved unanimously.

**4. Financial Report and Bookkeeping Matters**

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

**5. Assessment and Collections Matters**

Ms. Hall reviewed the assessment collector's reports for July 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. Following review and discussion, Director DeLacey, moved to approve the assessment collector's reports. Director Hicks seconded the motion, which passed unanimously.

**6. Approve Sworn Statement and Oath of Office of Appointed Directors, Reorganize Board and Authorize Execution of District Registration Form**

The Board deferred action on this agenda item.

**7. Director Position No. 4**

Director Gillis stated that Director Position No. 4 is vacant. Director Pislak recommended that William Mosley, Jr., fill Director Position No. 4 on the Board for the unexpired term. Following discussion, the Director Pislak moved to appoint William Mosley, Jr., to Director Position No. 4 to the Board. Director Goss seconded the motion, which passed unanimously.

**8. Gessner Paver Replacement Project**

Mr. Ali updated the Board regarding the status of the Gessner Paver Replacement Project.

## **9. Fiscal Year 2022 Budget Subcommittee Report**

Mr. Walters reported on a meeting of the Budget Subcommittee to work on the District's fiscal year 2022 budget. He encouraged the Board members to contact him or one of the Subcommittee members if they have any questions, comments, or projects for consideration.

## **10. Executive Director Authority Limits**

Mr. Walters requested an increase to his credit card limit from \$2,500 per month to \$7,000 over sixty days in case the District does not meet every month. Following discussion, Director Hicks moved to approve the credit card limit increase for Mr. Walters from \$2,500 per month to \$7,000 over sixty days. Director Pislak seconded the motion, which passed unanimously.

## **11. Review of District Maintenance**

Mr. Walters updated the Board on maintenance in the District and discussed the condition of landscaping throughout the District as a result of the recent freeze event. He presented five proposals from LMC totaling \$42,833. Following discussion, Director Moody moved to approve the five proposals from LMC totaling \$42,833 for additional landscaping as a result of the recent freeze event. Director DeLacey seconded the motion, which passed unanimously.

Mr. Walters updated the Board on the de-silting of the Conrad Sauer detention pond. Discussion ensued regarding removing the wildflowers in the detention basin and replacing the wildflowers with Bermuda grass in order that herbicide may be applied to remove weeds.

## **12. Constable's Patrol**

Sergeant Sheffield reviewed the report on July patrols and activity in the District. Sergeant Sheffield stated that the District can assign a current officer to an investigator position. Discussion ensued regarding contracting for an additional officer for a dedicated investigator position.

## **13. Community Relations Update and Contract Services**

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

## **14. Executive Director's Report**

Mr. Walters stated that the next meeting will be held in-person.

**15. Adjourn**

The next meeting will be held September 15, 2021. There being no further business to come before the Board, Director Pislak moved to adjourn the meeting. Director Hicks seconded the motion, which passed unanimously.

Approved:

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Secretary  
Harris County Municipal Management District No. 1