

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

October 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, open to the public, on the 20th day of October, 2021, at 920 Memorial City Way, Suite 170, Houston, Texas, inside the boundaries of the District, and the roll was called of the members of the Board:

Ben Gillis	President
Dan Moody, III	Secretary/Director
Steven Goss	Director
William M. Mosley	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 Directors Moody, Steinberg, Harrison, and Guilanshah, thus constituting a quorum.

Also attending the meeting were: Pat Walters, Executive Director of the District; Gabrielle Luevano, Administrative Assistant of the District; Pat Hall of Equi-Tax, Inc.; Sergeants Chris Sheffield and Connie Rico of Harris County Precinct 5 Constable's Office; Marlene Gafrick of Metro National Corporation; Muhammad Ali of Gauge Engineering ("Gauge"); Suzy Hartgrove of MyHart Communications; Jerome Vanderburg of Lawn Management Company ("LMC"); Marcus Fiedler of OJB; and Suewan Johnson and Carnell Emanuel of Allen Boone Humphries Robinson LLP ("ABHR").

1. Call Meeting to Order

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 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. Director Matters

The Board considered approving the Sworn Statement, Official Bond, and Oath of Office for Director Mosley.

The Board then considered reorganizing the Board as follows:

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

The Board further considered filing an updated District Registration Form with the Texas Commission on Environmental Quality (the "TCEQ") to reflect the appointment of Director Mosley and the reorganization of the Board.

Ms. Johnson discussed a memorandum from ABHR provided to the Directors regarding Open Meetings Act and Public Information Act training requirements and noted that Director Mosley has completed his required training and has provided his certificates of completion to ABHR for inclusion in the District's permanent records.

Ms. Johnson also discussed a memorandum from ABHR provided to the Directors regarding conflict of interest disclosure required under Chapter 176 of the Texas Local Government Code. She encouraged the Directors to contact ABHR if assistance is needed in determining whether a conflict requires disclosure or in making a required disclosure. Ms. Johnson stated that, pursuant to Chapter 176 of the Texas Local Government Code, the District maintains a List of Local Government Officers (the "List"). She reviewed the updated List with the Board.

Following discussion, Director Pisklak moved to: (1) approve Director Mosley's Sworn Statement, Official Bond, and Oath of Office, and direct that they be filed and retained in the District's official records and that the Oath of Office be filed with the

Secretary of State of the State of Texas; (2) reorganize the Board and authorize ABHR to file the updated District Registration Form with the TCEQ; and (3) approve and authorize execution of the updated List and direct that the List be filed appropriately and retained in the District's official records. Director Goss seconded the motion, which passed unanimously.

4. Minutes

The Board reviewed the minutes of the August 18, 2021, regular meeting. After review and discussion, Director Williamson moved to approve the minutes, as submitted. The motion was seconded by Director Pisklak, which passed unanimously.

5. Financial Report and Bookkeeping Matters

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

6. Assessment and Collections Matters

Ms. Hall reviewed the assessment collector's reports for August and September 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 Goss moved to approve the assessment collector's reports. Director Williamson seconded the motion, which passed unanimously.

7. Supplemental Assessment Matters

Ms. Johnson reported on the District's assessment hearing held on October 13, 2021. The Board reviewed the Hearing Examiner's Report and Proposal for Decision relating to the hearing.

The Board next reviewed the Order Supplementing the Assessment Roll; Levying Assessments Against the Property on the Supplemental Assessment Roll for the Remainder of the Ten-Year Period; and Setting the Rate of Assessment for the Year 2021 (the "Order"). Ms. Johnson stated the Order incorporates the recommendations in the Hearing Examiner's Report and Proposal for Decision.

Ms. Johnson stated the District's Amendment to Information Form (the "Amendment") has been updated to reflect the 2021 assessment rate. She said the Amendment will be filed with the TCEQ and filed in the Official Public Records of Harris County.

Following review and discussion, Director Pisklak moved to: (1) accept the Hearing Examiner's Report and Proposal for Decision; (2) adopt the Order; and (3) authorize execution and filing of the Amendment. Director DeLacey seconded the motion, which passed unanimously.

8. Gessner Paver Replacement Project

Mr. Ali updated the Board regarding the status of the Gessner Road Paver Replacement Project. He reviewed Pay Estimate No. 1 from Reytec Construction Resources, Inc. ("Reytec") in the amount of \$25,986.82, which includes Change Order No. 1 in the amount of \$1,897.50 as an increase to the contract. Mr. Ali recommended approval of Pay Estimate No. 1 and Change Order No. 1. Following review and discussion, Director Hicks moved to approve Pay Estimate No. 1 and Change Order No. 1, based on the engineer's recommendation and the Board's finding that the change order is beneficial to the District. Director Mosley seconded the motion, which passed unanimously.

9. Gessner/ Mathewson Lane Signal Timing Study

Mr. Ali reported on the status of the request for the City of Houston to examine the Gessner/Mathewson Lane signal timing. He presented and discussed a proposal from Gauge in the amount of \$3,750.00 for engineering services for signal phasing recommendations to the City of Houston. Following review and discussion, Director Pisklak moved to approve the proposal from Guage. Director Williamson seconded the motion, which passed unanimously.

10. Fiscal Year 2022 Budget

Mr. Walters reported on meetings by the Budget Subcommittee regarding the District's draft budget for fiscal year ending November 30, 2022. The Board reviewed and discussed the budget. Following review and discussion, Director Pisklak moved to adopt the budget for the fiscal year ending November 30, 2022. The motion was seconded by Director Hicks, which passed unanimously.

11. Renewal of Insurance

The Board considered renewing its insurance coverage through the Texas Municipal League Intergovernmental Risk Pool ("TML"). Following discussion, Director Goss moved to authorize renewal of insurance through TML. Director DeLacey seconded the motion, which passed unanimously.

12. Holiday Décor Call for Projects

Mr. Walters requested authorization to issue a call for projects for the District's fiscal year 2022 holiday lighting reimbursement program. After review and discussion,

Director Mosley moved to authorize issuance of a call for projects for the fiscal year 2022 holiday lighting reimbursement program. The motion was seconded by Director Goss, which passed unanimously.

13. Utility Burial Call for Projects

Mr. Walters requested authorization to issue a call for projects for the District's fiscal year 2022 utility burial reimbursement program. After review and discussion, Director Mosley moved to authorize issuance of a call for projects for the fiscal year 2022 utility burial reimbursement program. The motion was seconded by Director Goss, which passed unanimously.

14. Review of District Maintenance

Mr. Walters and Mr. Fielder updated the Board on maintenance in the District and discussed the condition of landscaping throughout the District as a result of the February freeze event. The Board reviewed and considered five proposals from LMC, including: (1) replacement of landscaping at Conrad Sauer Park in the amount of \$104,500; (2) landscaping and lighting repairs on Town and Country Boulevard in the amount of \$28,310; (3) replantings along slopes of Conrad Sauer detention basin in the amount of \$48,400; (4) replacement of 32 live oak trees with bald cypress trees in the amount of \$57,600; and (5) landscaping replacements and bed and irrigation modifications along Interstate 10 in the amount of \$139,800 (collectively, the "Proposals"). Following discussion, Director DeLacey moved to approve the Proposals from LMC. Director Pisklak seconded the motion, which passed unanimously.

15. Constable's Patrol

Sergeant Sheffield introduced Sergeant Rico to the Board. He then reviewed reports on August and September patrols and activity in the District.

16. Community Relations Update and Contract Services

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

17. Executive Director's Report

Mr. Walters discussed the preparation of the District's annual audit by McCall Gibson Swedlund Barfoot PLLC for the fiscal year ending November 30, 2021.

Mr. Walters then proposed the Board tentatively schedule the next meeting for December 8, 2021.

18. Adjourn

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

Approved:

/s/Ben Gillis

President

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