

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

June 15, 2022

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 15th day of June, 2022, 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
Robert Williamson	Vice President
Dan Moody, III	Secretary
Ben Pisklak	Assistant Secretary
Steven Goss	Director
William M. Mosley	Director
Perry Hicks	Director
Christian Johnson	Director
C. Beau Harrison	Director
Alan Steinberg	Director
Kirk Guilanshah	Director

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

Also attending the meeting were: Gabrielle Luevano, Executive Director of the District; Pat Hall of Equi-Tax, Inc. ("Equi-Tax"); Jerome Vanderburg of Lawn Management Company; Sergeant Chris Sheffield of Harris County Precinct 5 Constable's Office; Margaret Dunlap of METRO; and Suewan Johnson and Carnell Emanuel of Allen Boone Humphries Robinson LLP.

Call Meeting to Order

Having established that a quorum of the Board was present, Director Gillis called the meeting to order at 9:30 am.

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.

Minutes

The Board reviewed the minutes of the May 18, 2022, regular meeting. Following review and discussion, Director Williamson moved to approve the minutes, as submitted. Director Mosley seconded the motion, which passed unanimously.

Financial Report and Bookkeeping Matters

Director Guilanshah left the meeting.

Ms. Hall reviewed the financial report for May 2022, including invoices submitted for payment and the budget for the fiscal year ending November 30, 2022. Following review and discussion, Director Goss moved to approve the financial report and payment of invoices, as discussed. Director Johnson seconded the motion, which passed by a vote of 6-0, with Director Guilanshah being absent for the vote.

Discussion ensued regarding the disbursement of funds to reimburse TC Blvd Partners II, LLC for utility burial costs.

Assessment and Collections Matters

Ms. Hall reviewed the assessment collector's report for May 2022. 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 Mosley moved to approve the assessment collector's report. Director Steinberg seconded the motion, which passed by a vote of 6-0, with Director Guilanshah being absent for the vote.

Utility Burial Reimbursement Program

Director Williamson informed the Board that the utility burial project proposed by Memorial Green has been deferred at this time.

Engineering Matters

There was no discussion on this matter.

District Maintenance

Mr. Vanderburg of Lawn Management Company ("LMC") reported on maintenance and repair projects in the District.

Director Williamson presented proposed plans to expand the existing banner program within the CityCentre development and other projects. Discussion ensued, including discussion regarding coordination between CityCentre, the District, and the City of Houston for the installation of banners on public streets.

Ms. Luevano presented and recommended approval of an estimate from Williams Architectural Signage & Consulting, LLC (“WASC”) in the amount of \$2,523 for the replacement of two gateway signs. She also presented and recommended approval of an estimate from WASC in the amount of \$558 for the repair of a District sign at Katy Freeway and Memorial City Way.

Following review and discussion, Director Goss moved to approve: (1) the estimate from WASC in the amount of \$2,523; and (2) the estimate from WASC in the amount of \$558. Director Mosley seconded the motion, which passed by a vote of 6-0, with Director Guilanshah being absent for the vote.

Services Agreements and Proposals, Task Orders, and Payment of Invoices Under Previously Approved Service Agreements

Director Guilanshah returned to the meeting.

The Board discussed options to monitor and respond to phone messages received when the Executive Director is on vacation or during non-business hours, including use of a phone answering service. Following discussion, Director Williamson moved to proceed with use of a phone answering service, as discussed, and authorize the District’s Executive Director and the Board President to select a vendor. The motion was seconded by Director Steinberg, which passed unanimously.

Security Matters

Sergeant Sheffield reviewed reports on May patrols and activity in the District. Discussion ensued regarding proposed revisions to future reports.

Executive Director’s Report

Ms. Luevano updated the Board on the status of the District’s agreement with Flock Group, Inc. and the City of Houston’s review of the permits for installation of the cameras.

Director Gillis reported on communications with local residents regarding a proposed development within the District.

Ms. Luevano updated the Board on the District’s website and future reports on community relations initiatives within the District.

Ms. Luevano discussed the need for the Budget Subcommittee to assist in the preparation of the District’s budget for fiscal year ending November 30, 2023. The Board concurred to organize the Budget Subcommittee to include Directors Gillis, Goss, Guilanshah, and Hicks.

Executive Session

The Board did not convene in executive session.

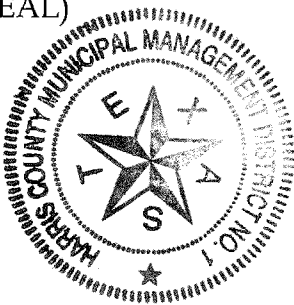
Adjourn

The Board concurred to schedule the next meeting for July 20, 2022.

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

Approved:

(SEAL)



[Handwritten Signature]

Secretary
Harris County Municipal Management District No. 1