

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

February 15, 2023

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 February, 2023, 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 Pisklak, Goss, and Mosely, thus constituting a quorum.

Also attending the meeting were: Gabrielle Luevano, Executive Director of the District; Pat Hall of Equi-Tax, Inc. ("Equi-Tax"); Muhammad Ali of Gauge Engineering ("Gauge"); Sergeant Chris Sheffield of Harris County Precinct 5 Constable's Office; Margaret Dunlap of METRO; Marlene Gafrick of MetroNational Corporation ("MetroNational"); 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 a.m.

PUBLIC COMMENTS

Director Gillis offered any members of the public attending the meeting the opportunity to make public comments. There being no members of the public requesting to make comments, Director Gillis moved to the next agenda item.

DIRECTOR MATTERS

Ms. Johnson explained that the Water Code provides for an automatic resignation of a director that has missed three consecutive meetings. The Water Code allows the Board to waive the automatic resignation. The Board considered adopting a Resolution Regarding Waiver of Automatic Resignation to waive the automatic resignation of Director Harrison for absences at three consecutive Board meetings. Following review and discussion, Director Hicks moved to adopt the Resolution and rescind the automatic resignation of Director Harrison. Director Moody seconded the motion, which passed unanimously.

Director Gillis updated the Board on the respective appointments and reappointments of Directors Pisklak, Johnson, Williamson, Gillis, and Guilanshah by Houston City Council on February 8 for terms expiring June 1, 2025.

MINUTES

The Board reviewed the minutes of the January 18, 2023, regular meeting. Following review and discussion, Director Williamson moved to approve the minutes, as submitted. Director Harrison seconded the motion, which passed unanimously.

FINANCIAL REPORT AND BOOKKEEPING MATTERS

Ms. Hall reviewed the financial report for January 2023, including invoices submitted for payment. A copy of the financial report is attached. Discussion ensued, including discussion regarding payments to Flock Safety. Following review and discussion, Director Moody moved to approve the financial report and payment of invoices. Director Hicks seconded the motion, which passed unanimously.

ASSESSMENT AND COLLECTIONS MATTERS

Ms. Hall reviewed the assessment collector's report for January 2023. She discussed the status of various delinquent accounts. A copy of the assessment collector's report is attached. The Board reviewed the status of property valuation lawsuits filed by property owners in the District against the Harris Central Appraisal District. Following review and discussion, Director Steinberg moved to approve the assessment collector's report. Director Williamson seconded the motion, which passed unanimously.

ENGINEERING MATTERS

Mr. Ali of Gauge Engineering reported on the I-10/Bunker Hill traffic study project. He discussed recommendations received from the Texas Department of Transportation ("TxDOT") for the project, including driveway and curb modifications. Following review and discussion, Director Johnson moved to direct Gauge to prepare a

proposal for design of the project as recommended by Gauge. Director Harrison seconded the motion, which passed unanimously.

DISTRICT MAINTENANCE

Ms. Luevano presented and recommended approval of an invoice from Westco Grounds Maintenance, LLC (“Westco”) in the amount of \$979.00 for maintenance of the W-140 trail. Discussion ensued, including discussion regarding an agreement between the District and Spring Branch Management District (“Spring Branch”) and related cost sharing for future maintenance of the trail, which will be provided by Westco pursuant to a contract with Spring Branch. Following review and discussion, Director Williamson moved to approve the invoice from Westco. Director Moody seconded the motion, which passed unanimously.

Ms. Luevano presented a report from Lawn Management Company (“LMC”) regarding maintenance and repair projects in the District.

SERVICE AGREEMENTS, CONTRACTS, PROPOSALS, TASK ORDERS, AND PAYMENT OF INVOICES UNDER PREVIOUSLY APPROVED SERVICE AGREEMENTS

Ms. Luevano presented a service agreement between the District and Williams Architectural Signage & Consulting LLC to perform work in the District, including replacement of District signs (the “Williams Agreement”), as authorized at the January 18, 2023, Board meeting.

Ms. Luevano presented a service agreement between the District and Reytec Construction Resources, Inc. to perform work in the District, including sidewalk repairs near Gessner Road and the Memorial City Mall entrance (the “Reytec Agreement”), as authorized at the January 18, 2023, Board meeting.

Following review and discussion, Director Steinberg moved to approve: (1) the Williams Agreement, subject to final review; and (2) the Reytec Agreement, subject to final review. Director Harrison seconded the motion, which passed unanimously.

SECURITY MATTERS

Sergeant Sheffield reviewed reports from the Harris County Precinct 5 Constable’s Office on January patrols and related activity in the District.

EXECUTIVE DIRECTOR’S REPORT

Ms. Luevano reported on activity since the last Board meeting.

Ms. Luevano discussed the upcoming Safety and Security meeting scheduled for February 22, 2023. She also presented a calendar of community events scheduled by City of Houston Council District G and discussed possible participation by the District in some of the events.

Ms. Luevano reported on the installation of the license plate cameras within the District and noted that all cameras have been installed and are fully operational.

Discussion ensued regarding the Houston Community College ("HCC") campus located in the District and potential collaboration between the District and HCC on career and job placement initiatives.

Ms. Luevano reviewed the monthly analytics report for the District's website and reported on the Houston Chronicle media campaign project. Director Harrison requested that the Houston Chronicle report explain the impressions key.

MEETING SCHEDULE

The Board concurred to tentatively schedule the next meeting for March 15, 2023.

ATTORNEY'S REPORT

There was no report on this matter.

EXECUTIVE SESSION

The Board did not convene in executive session.

ADJOURN

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

Approved:

(SEAL)



President Bob Williams
~~Secretary~~
Harris County Municipal Management District No. 1

ATTACHMENTS TO MINUTES

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