

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

January 18, 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 18th day of January, 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, Johnson, and Steinberg, thus constituting a quorum.

Also attending the meeting were: Gabrielle Luevano, Executive Director of the District; Pat Hall of Equi-Tax, Inc. ("Equi-Tax"); Taylor Risien of Gauge Engineering; Sergeant Chris Sheffield of Harris County Precinct 5 Constable's Office; Margaret Dunlap of METRO; Brian Nichols, member of the public; 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.

Minutes

The Board reviewed the minutes of the November 16, 2022, regular meeting. Following review and discussion, Director Williamson moved to approve the minutes, as submitted. Director Goss seconded the motion, which passed unanimously.

Financial Report and Bookkeeping Matters

Ms. Hall reviewed the financial reports for November and December 2022, including invoices submitted for payment. Copies of the financial reports are attached. Discussion ensued regarding duplicate check numbers. Following review and discussion, Director Moody moved to approve the financial reports and payment of invoices. Director Harrison seconded the motion, which passed unanimously.

Assessment and Collections Matters

Ms. Hall reviewed the assessment collector's reports for November and December 2022. She discussed the status of various delinquent accounts. Copies of the assessment collector's reports are attached. 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 Hicks moved to approve the assessment collector's report. Director Moody seconded the motion, which passed unanimously.

Engineering Matters

Mr. Risien of Gauge Engineering ("Gauge") 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 Gillis moved to proceed with design as recommended by TxDOT and direct Gauge to prepare an estimate of costs related to the work. Director Guilanshah seconded the motion, which passed unanimously.

District Maintenance

Ms. Luevano presented a report from Lawn Management Company ("LMC") regarding maintenance and repair projects in the District. Discussion ensued regarding freeze damage to plants.

Ms. Luevano presented a proposal from Williams Architectural Signage & Consulting LLC ("Williams ASC") in the amount of \$6,388.00 for the replacement of four District signs.

Ms. Luevano presented a proposal from Reytec Construction Resources, Inc. ("Reytec") in the amount of \$11,300.00 for sidewalk repairs near Gessner Road and the Memorial City Mall entrance.

Following review and discussion, Director Moody moved to approve: (1) the proposal from Williams ASC; and (2) the proposal from Reytec. Director Williamson seconded the motion, which passed unanimously.

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

There was no discussion on this matter.

Security Matters

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

Sergeant Sheffield also reviewed an Executive Summary of patrols and related activity in the District for the 2022 calendar year.

Executive Director's Report

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

Ms. Luevano then updated the Board on the call for projects for the District's fiscal year 2023 utility burial reimbursement program. She reported that no requests for reimbursement were received.

Ms. Luevano reported on the installation of the license plate cameras within the District.

Ms. Luevano reviewed the monthly analytics report for the District's website and reported on brand awareness and outreach initiatives.

Meeting Schedule

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

Attorney's Report

There was no report on this matter.

Financial Report and Bookkeeping Matters (continued)

The Board considered the annual disclosure statements of the District's bookkeeper and investment officer. Ms. Johnson explained that the statements disclose any relationships with entities or individuals who are offering, have offered, or may offer to engage in an investment transaction with the District, and the disclosure statements will be filed with the Texas Ethics Commission and the District.

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)




Secretary
Harris County Municipal Management District No. 1

ATTACHMENTS TO MINUTES

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