

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

August 16, 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 16th day of August, 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 Moody, Mosley, and Guilanshah, thus constituting a quorum.

Also attending the meeting were: Councilmember Mike Knox, City of Houston Council, At-Large Position 1; Pat Hall of Equi-Tax, Inc.; Marlene Gafrick of MetroNational Corporation ("MetroNational"); Margaret Dunlap of METRO; Sergeant Chris Sheffield of Harris County Precinct 5 Constable's Office; Nick Radack of Harris County Precinct 3 Commissioner's Office; and Suewan Johnson and Carnell Emanuel of Allen Boone Humphries Robinson LLP.

Also attending via teleconference was Gabrielle Luevano, Executive Director of the District.

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.

Councilmember Knox made brief remarks noting this is his final term as councilmember for At-Large Position 1.

Nick Radack of Commissioner Ramsey's office introduced himself.

There being no additional members of the public requesting to make comments, Director Gillis moved to the next agenda item.

#### PRESIDENT'S REPORT

There was no discussion on this matter.

#### MINUTES

The Board reviewed the minutes of the June 21, 2023, regular meeting. Following review and discussion, Director Goss moved to approve the minutes, as submitted. Director Williamson seconded the motion, which passed unanimously.

#### FINANCIAL REPORT AND BOOKKEEPING MATTERS

Ms. Hall reviewed the financial report for July 2023, including invoices submitted for payment. A copy of the financial report is attached. Following review and discussion, Director Johnson 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 July 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.

#### SERVICE AND IMPROVEMENT PLAN AND ASSESSMENT PLAN ("SERVICE PLAN")

Ms. Johnson provided an overview of the process for renewing the District's Service Plan and a tentative timeline. Discussion ensued. Ms. Johnson then discussed the steps for the 2023 assessment, including the supplemental assessment hearing. Ms. Hall confirmed that the District has not received certified appraised values, but she expects to receive them before the next Board meeting. Following discussion, Director Steinberg moved to: (1) authorize Director Gillis to set the date and time for the supplemental assessment hearing; and (2) appoint Director Gillis as the Hearing Examiner. Director Pisklak seconded the motion, which passed unanimously.

## ENGINEERING MATTERS

Ms. Gafrick updated the Board on the status of the I-10/Bunker Hill Road U-Turn Improvements project.

## DISTRICT MAINTENANCE

Ms. Luevano presented a report from Lake Management Company regarding maintenance and repair projects in the District, a copy of which is attached.

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

There was no discussion on this matter.

## SECURITY MATTERS

Mr. Sheffield presented reports on July patrols and related activity in the District.

Mr. Sheffield then discussed expected cost increases for the renewal of the District's Interlocal Agreement for Law Enforcement Services with Harris County.

## REQUEST FOR SUPPORT OF HARRIS COUNTY FLOOD CONTROL DISTRICT FEASIBILITY STUDY PROPOSAL

Director Steinberg discussed a feasibility study proposal submitted to the US Army Corp of Engineers - Galveston District ("USACE") by the Harris County Flood Control District. He stated that the proposal would support the Addicks and Barker Reservoirs Flood Risk Management Improvements and reduce the risk of flooding in the Buffalo Bayou Watershed. Director Steinberg also stated that the proposed study would be beneficial to the residents and businesses within the District and requested authorization to submit a letter of support to the USACE for the proposed study. Following discussion, Director Pisklak moved to authorize the submission of a letter of support from the District, as discussed. Director Harrison seconded the motion, which passed unanimously.

## EXECUTIVE DIRECTOR'S REPORT

Director Gillis presented a letter from MetroNational regarding the removal of gateway entrance signage and planters at the southwest and southeast corners of the Gessner Road and I-10 intersection. He stated that MetroNational will fund the removal of the signage and planters, as well as repair any damage to the irrigation system and landscaping resulting from the work. Following review and discussion, Director

Steinberg moved to not object to the project. The motion was seconded by Director Pisklak, which passed unanimously.

ATTORNEY’S REPORT

Ms. Johnson reported on legislative matters from the 88th Regular Session of the Texas Legislature.

Ms. Johnson also reported on legislation passed to update the language for the Notice to Purchasers form that must be provided by persons proposing to sell or convey real property located in a special purpose district. She said districts that are required to maintain a website or have access to a website under Section 26.18, Tax Code, are also now required to post their Notice to Purchasers on the applicable website. The Board then considered authorizing execution of an Amendment to Information Form reflecting the District’s new form of Notice to Purchasers attached thereto. Ms. Johnson explained that the District is required to file the Amendment to Information Form in the Official Public Records of Real Property of Harris County and with the Texas Commission on Environmental Quality. Following review and discussion, Director Steinberg moved to authorize execution of the Amendment to Information Form and to authorize filing, as appropriate. Director Johnson seconded the motion, which passed unanimously.

EXECUTIVE SESSION

The Board did not convene in executive session.

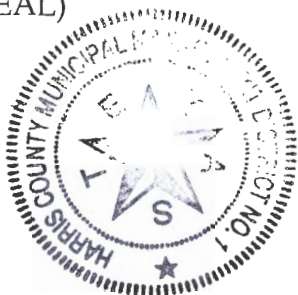
ADJOURN

The Board concurred to tentatively schedule the next meeting for September 20, 2023.

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

Approved:

(SEAL)



Sign: Don Wallie  
Title: President

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ATTACHMENTS TO MINUTES

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