

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

September 20, 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 20th day of September, 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 Williamson, Moody, Pisklak, and Goss, thus constituting a quorum.

Also attending the meeting were: Gabrielle Luevano, Executive Director of the District; Pat Hall of Equi-Tax, Inc. ("ETI"); Sargeant Chris Sheffield and Sargeant Jerry Rodriguez of Harris County Precinct 5 Constable's Office; Muhammad Ali of Gauge Engineering; Marlene Gafrick of MetroNational Corporation; Margaret Dunlap of METRO; and Suewan Johnson and Carnell Emanuel of Allen Boone Humphries Robinson LLP ("ABHR").

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 reported on the reappointment of Directors Goss, Harrison, Moody, Mosley, Steinberg, and Hicks (the "Appointed Directors") by the City of Houston for terms ending June 1, 2027. The Board then considered approving the Sworn Statements, Official Bonds, and Oaths of Office for the Appointed Directors.

The Board then considered reorganizing the Board and concurred to make no changes to the current positions:

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

The Board further considered filing an updated District Registration Form with the Texas Commission on Environmental Quality (the "TCEQ") to reflect the terms of the Appointed Directors and organization of the Board.

Ms. Johnson discussed a memorandum from ABHR 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 Steinberg moved to: (1) approve the Appointed Directors' Sworn Statements, Official Bonds, and Oaths of Office, and direct that they be filed and retained in the District's official records and that the Oaths of Office be filed with the Secretary of State of the State of Texas; (2) 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 Johnson seconded the motion, which passed unanimously.

PRESIDENT'S REPORT

There was no discussion on this matter.

MINUTES

The Board reviewed the minutes of the August 16, 2023, regular meeting. Following review and discussion, Director Hicks moved to approve the minutes, as submitted. Director Steinberg seconded the motion, which passed unanimously.

FINANCIAL REPORT AND BOOKKEEPING MATTERS

Ms. Hall reviewed the financial report for August 2023, including the quarterly investment report and invoices submitted for payment. A copy of the financial report is attached. Following review and discussion, Director Harrison moved to approve the financial report, quarterly investment report, and payment of invoices. Director Johnson seconded the motion, which passed unanimously.

ASSESSMENT AND COLLECTIONS MATTERS

Ms. Hall reviewed the assessment collector's report for August 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 Hicks moved to approve the assessment collector's report. Director Harrison seconded the motion, which passed unanimously.

RENEWAL OF DISTRICT INSURANCE

Ms. Luevano reported on the renewal of the District's insurance policies. She reviewed a comparison of the expiring premiums and the estimated renewal premiums for the same coverages with the Texas Municipal League Intergovernmental ("TML") Risk Pool. Following review and discussion, Director Harrison moved to authorize renewal of the District's insurance policies and payment to TML for same. Director Guilanshah seconded the motion, which passed unanimously.

ENGINEERING MATTERS

Mr. Ali reported on the I-10/Bunker Hill Road U-Turn Improvements project. He presented a proposal from Gauge in the amount of \$49,500.00 for design services related to the project. Following discussion, Director Hicks moved to approve the proposal from Gauge. Director Mosley seconded the motion, which passed unanimously.

DISTRICT MAINTENANCE

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

Ms. Luevano reported on the plant options proposed by LMC for winter planting. She noted that certain property owners have chosen premium flowers for winter planting, and the District’s proposed colors may not match the color schemes selected by the property owners. Discussion ensued regarding the hardiness of the plants selected by LMC and those selected by the property owners, and the cost difference. The Board instructed Ms. Luevano to discuss with the respective property owners, and deferred action on the recommendation from LMC.

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

There was no discussion on this matter.

SECURITY MATTERS

Sargeant Sheffield introduced Sargeant Rodriguez of Harris County Precinct 5 Constable’s Office (“HCP5”) to the Board. Sargeant Sheffield informed the Board that he has accepted a position with the Montgomery County Sheriff’s Office and Sargeant Rodriguez will be the District’s HCP5 representative now.

Sargeant Sheffield presented reports on August patrols and related activity in the District.

Ms. Johnson discussed the District’s Interlocal Agreement for Additional Law Enforcement Services with Harris County for the period of October 1, 2023 through September 30, 2024 (the “Interlocal Agreement”). Following discussion, Director Harrison moved to approve the Interlocal Agreement. Director Mosley seconded the motion, which passed unanimously.

EXECUTIVE DIRECTOR’S REPORT

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

Ms. Luevano reviewed the monthly analytics report on the District’s website and social media activity.

Ms. Johnson updated the Board on the schedule of events related to the District’s supplemental assessment hearing.

ATTORNEY'S REPORT

Ms. Johnson distributed a report prepared by ABHR regarding legislative matters pertaining to the 88th Regular Session of the Texas Legislature.

EXECUTIVE SESSION

The Board did not convene in executive session.

ADJOURN

The Board concurred to tentatively schedule the next meeting for October 18, 2023.

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

Approved:

(SEAL)



Sign: _____

Title: _____

Harris County Municipal Management District No. 1

ATTACHMENTS TO MINUTES

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