

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

October 16, 2024

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 October, 2024, at 960 Memorial City Way, Houston, Texas 77024, 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 Mosley, Hicks, and Harrison, thus constituting a quorum.

Also attending the meeting were: Gabrielle Luevano, Executive Director of the District; Pat Hall of Equi-Tax, Inc.; Muhammad Ali and Taylor Risien of Gauge Engineering ("Gauge"); Margaret Dunlap of METRO; Chadwick Culton and Christian Coleman of Marksman Security Corporation; Deputy Eric Lewis of Harris County Precinct 5 Constable's Office; 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 9:00 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 September 18, 2024, regular meeting. Following review and discussion, Director Guilanshah moved to approve the minutes, as presented. Director Moody seconded the motion, which passed by a vote of 7-0, as Director Pisklak had not entered the meeting.

ENGINEERING MATTERS

Mr. Ali reviewed the engineer's report, a copy of which is attached.

Mr. Ali reported on the pedestrian safety study for Frostwood Drive, the pedestrian safety study for Gessner Drive, the I-10/Bunker Hill Road U-Turn Improvements project, and the sidewalk and restriping assessment project.

FINANCIAL REPORT AND BOOKKEEPING MATTERS

Director Pisklak entered the meeting.

Ms. Hall reviewed the financial report for September 2024, including invoices submitted for payment. A copy of the financial report is attached. She then addressed questions from the Board regarding interest rates for the TexPool accounts. Following review and discussion, Director Pisklak moved to approve the financial report and payment of invoices. Director Goss seconded the motion, which passed unanimously.

ASSESSMENT AND COLLECTIONS MATTERS

Ms. Hall reviewed the assessment collector's report for September 2024. The Board reviewed the status of various delinquent accounts. A copy of the assessment collector's report is attached. The Board also 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 PLANS ("SERVICE PLANS")

The Board reviewed the proposed 2024-2033 Service Plan for the District and separate Service Plans for two sub-segments of the District (Defined Area No. 1 and Defined Area No. 2).

The Board also reviewed a list of the property accounts for which Petitions Requesting Certain Services and Improvement Projects (the "Petitions") have been received for the three Service Plans.

The Board then reviewed the proposed Assessment Hearing Rules and Procedures (the "Rules").

Following review and discussion, Director Pisklak moved to: (1) approve the three Service Plans; (2) accept the Petitions; (3) schedule the hearing for December 4, 2024, at 9:00 a.m.; (4) appoint Director Gillis as Hearing Examiner, and, in the event Director Gillis is unavailable to serve as Hearing Examiner, appoint Director Pisklak as Hearing Examiner; and (5) adopt the Rules. Director Goss seconded the motion, which passed unanimously.

DISTRICT MAINTENANCE

Ms. Luevano updated the Board on desilting of the Conrad Sauer detention pond.

Ms. Luevano presented a report from Lawn Management Company ("LMC") 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.

EXECUTIVE DIRECTOR'S REPORT

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

Ms. Luevano presented updated renderings of artwork to be installed on one traffic signal cabinet in the District.

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

Ms. Luevano updated the Board on the call for projects for the District's fiscal year 2024 holiday lighting reimbursement program. She reported that a request for reimbursement was received from Moody Rambin, noting that the request for reimbursement was received after the June 30, 2024 deadline.

Ms. Luevano presented the call for projects for the District's fiscal year 2025 holiday lighting reimbursement program and the District's fiscal year 2025 utility burial reimbursement program.

Following review and discussion, Director Williamson moved to: (1) waive the deadline for submission of the request for reimbursement; (2) approve the submission for request for reimbursement from Moody Rambin in the amount of \$7,756.00 for the fiscal

year 2024 holiday lighting reimbursement program; and (3) authorize distribution of the call for projects for the District's fiscal year 2025 holiday lighting reimbursement program and the District's fiscal year 2025 utility burial reimbursement program. Director Steinberg seconded the motion, which passed unanimously.

Ms. Luevano updated the Board on preparation of the budget for the fiscal year ending November 30, 2025.

SECURITY MATTERS

Deputy Lewis reported on September patrols, as well as related activity in the District.

REPORTS FROM DIRECTORS

There was no discussion on this matter.

ATTORNEY'S REPORT

There was no discussion on this matter.

MEETING SCHEDULE

The Board concurred to tentatively schedule the next meeting for November 20, 2024, at 9:00 a.m., at 920 Memorial City Way, Suite 170, Houston, TX 77024.

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:

Sign: _____

Title: _____

Harris County Municipal Management District No. 1

ATTACHMENTS TO MINUTES

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