

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

February 19, 2025

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 19th day of February, 2025, at 920 Memorial City Way, Suite 170A, Houston, Texas 77024, inside the boundaries of the District, and the roll was called of the members of the Board:

Ben Gillis	President
Vacant	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 Goss, Hicks, 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.; Muhammad Ali of Gauge Engineering; Margaret Dunlap of METRO; Sergeants Eric Lewis and Nick Derkowski of Harris County Precinct 5 Constable's Office; Jim Webb of The Goodman Corporation; Trevor Janecek of Midway; 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 9:20 a.m.

SECURITY MATTERS

Sergeant Lewis reported on January patrols, as well as related activity in the District. Sergeant Lewis introduced Sergeant Derkowski, who will be the point of contact for the District in the next few months.

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 January 15, 2025, regular meeting. Following review and discussion, Director Pisklak moved to approve the minutes, as presented. Director Moody seconded the motion, which passed unanimously.

DIRECTOR MATTERS

Director Gillis informed the Board of Robert Williamson’s resignation from the Board. He then introduced Mr. Trevor Janecek, who is interested in and qualified to serve on the Board. Following discussion, Director Harrison moved to: (1) accept the resignation of Robert Williamson; and (2) appoint Mr. Janecek to fill the vacant director position. Director Mosley seconded the motion, which passed unanimously.

The Board then considered approving the Sworn Statement, Official Bond, and Oath of Office for Director Janecek.

The Board also considered reorganizing the Board as follows:

Ben Gillis	President
Dan Moody, III	Vice President
Ben Pisklak	Secretary
Steven Goss	Assistant Secretary
William M. Mosley	Director
Perry Hicks	Director
Christian Johnson	Director
C. Beau Harrison	Director
Alan Steinberg	Director
Kirk Guilanshah	Director
Trevor Janecek	Director

The Board further considered filing an updated District Registration Form with the Texas Commission on Environmental Quality (the “TCEQ”) to reflect the appointment of Director Janecek and the reorganization of the Board.

Ms. Johnson discussed a memorandum from ABHR provided to Director Janecek regarding Open Meetings Act and Public Information Act training requirements and

noted that Director Janecek must complete his required training and provide his certificates of completion for inclusion in the District's permanent records.

Ms. Johnson also discussed a memorandum from ABHR provided to Director Janecek regarding conflict-of-interest disclosure required under Chapter 176 of the Texas Local Government Code. She encouraged Director Janecek 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 Moody moved to: (1) approve Director Janecek's Sworn Statement, Official Bond, and Oath of Office, and direct that they be filed and retained in the District's official records and that the Oath of Office be filed with the Secretary of State of the State of Texas; (2) reorganize the Board and 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 Pisklak seconded the motion, which passed unanimously.

The Board then discussed correspondence from Director Steinberg regarding anticipated absences from Board meetings due to another reoccurring commitment.

FINANCIAL REPORT AND BOOKKEEPING MATTERS

Ms. Hall reviewed the financial report for January 2025 for the District and Defined Areas No. 1 and 2, and invoices submitted for payment. Copies of the financial reports are attached. Following review and discussion, Director Pisklak moved to approve the financial reports and payment of invoices. Director Mosley seconded the motion, which passed unanimously.

ASSESSMENT AND COLLECTIONS MATTERS

Ms. Hall reviewed the assessment collector's reports for January 2025 for the District and Defined Areas No. 1 and 2. The Board reviewed the status of various delinquent accounts. Copies of the assessment collector's reports are 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 Moody moved to approve the assessment collector's reports. Director Guilanshah seconded the motion, which passed unanimously.

ENGINEERING MATTERS

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

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

REPORT FROM PROJECTS COMMITTEE

Ms. Luevano reported on the meeting of the Projects Committee.

Mr. Webb of The Goodman Corporation ("TGC") introduced himself to the Board. He presented a proposal from TGC in the amount of \$12,500.00 to develop, submit, and monitor a request for federal grant funding for the sidewalk project. Discussion ensued regarding funding sources, application deadlines, and TGC's cost for grant management. Following review and discussion, Director Moody moved to approve the proposal from TGC. Director Pisklak seconded the motion, which passed unanimously.

DISTRICT MAINTENANCE

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

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

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 presented a request for a financial contribution in the amount of \$9,000.00 received from the Houston Citizens' Police Academy Alumni Association ("HCPAAA") She stated that the contribution would be used to purchase water and meals for law enforcement officers. Following review and discussion, Director Pisklak moved to approve the request from HCPAAA. Director Harrison seconded the motion, which passed unanimously.

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

Ms. Luevano reported that Sergeant Lewis has advised that all constable patrol cars have Automated Fingerprint Identification System devices.

Director Gillis reported on detention pond improvements behind Lowe's, which is in Spring Branch Management District.

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

Ms. Luevano discussed planned outreach to the councilmembers and reporting all intersections that need restriping through the City's 311 website.

REPORTS FROM DIRECTORS

There was no discussion on this matter.

ATTORNEY'S REPORT

There was no discussion on this matter.

EXECUTIVE SESSION

The Board convened in executive session at 10:20 a.m. pursuant to Section 551.074, Texas Government Code, in order to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTION

The Board reconvened in open session at 10:30 a.m. No action was taken.

ADJOURN

The Board concurred to schedule the next meeting for March 19, 2025, at 9:00 a.m., at 920 Memorial City Way, Suite 170A, Houston, TX 77024.

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

Approved:

Sign: _____

Title: _____

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