

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

March 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 March, 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
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
Vacant	Director
Kirk Guilanshah	Director
Trevor Janecek	Director

and all of the above were present except Director Moody, thus constituting a quorum.

Also attending the meeting were: Gabrielle Luevano, Executive Director of the District; Jennifer Landreville of Equi-Tax, Inc.; Muhammad Ali of Gauge Engineering; Margaret Dunlap of METRO; Sergeant Nick Derkowski of Harris County Precinct 5 Constable’s Office; Jennifer Day of McCall Gibson Swedlund Barfoot Ellis PLLC; 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 February 19, 2025, regular meeting. Following review and discussion, Director Mosley moved to approve the minutes, as presented. Director Janecek seconded the motion, which passed by a vote of 8-to-0, as Director Harrison had not arrived yet.

SECURITY MATTERS

Sergeant Derkowski reported on February patrols, as well as related activity in the District, and then responded to questions from the Board.

Director Harrison joined the meeting.

APPROVE AUDIT FOR FISCAL YEAR END NOVEMBER 30, 2024

Ms. Day reviewed the audit for the fiscal year ending November 30, 2024. Following review and discussion, Director Gillis moved to approve the audit for the fiscal year ending November 30, 2024, subject to final review. Director Pisklak seconded the motion, which passed unanimously.

FINANCIAL REPORTS AND BOOKKEEPING MATTERS

Ms. Landreville reviewed the financial reports for February 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 Goss moved to approve the financial reports and payment of invoices. Director Johnson seconded the motion, which passed unanimously.

ASSESSMENT AND COLLECTIONS MATTERS

Ms. Landreville reviewed the assessment collector's reports for February 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 Hicks moved to approve the assessment collector's reports. Director Mosley 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, including ongoing coordination with TxDOT.

Mr. Ali reported on the pedestrian safety projects for Frostwood Drive and Gessner Drive and requested authorization to advertise for bids for the projects. Following review and discussion, Director Harrison moved to authorize Gauge to advertise for bids for the Frostwood and Gessner Drive projects. Director Pisklak seconded the motion, which passed unanimously.

Mr. Ali reported on the sidewalk and restriping assessment project.

REPORT FROM PROJECTS COMMITTEE

Ms. Luevano reported on intersection restriping work completed by the City of Houston.

Mr. Ali reported that the term of TIRZ No. 17 has been extended, and he discussed proposed projects by the Memorial City Redevelopment Authority and the City of Houston.

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

Ms. Johnson discussed a Master Services Agreement between the District and The Goodman Corporation for the development, submission, and monitoring of federal grant funding to support District projects (the "Agreement"). Following discussion, Director Janecek moved to approve the Agreement. Director Harrison seconded the motion, which passed unanimously.

EXECUTIVE DIRECTOR'S REPORT

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

Ms. Luevano reported that the District donated soda and water to City of Houston Council District A to support their Battle of the Branch event.

Ms. Luevano updated the Board on the District's holiday décor reimbursement program. She reported that a request for reimbursement was received from MetroNational for lights installed for the 2024 holiday season. She reported that the reimbursement request satisfied all of the program requirements. Following review and

discussion, Director Pisklak moved to approve the reimbursement to MetroNational in the amount of \$41,465.05. Director Guilanshah seconded the motion, which passed unanimously.

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

Ms. Luevano discussed a request from MetroNational for a letter of support to the City of Houston for variances for the Memorial Town Square development. Following discussion, Director Pisklak moved to authorize the submission of a letter of support from the District, as discussed. Director Guilanshah seconded the motion, which passed unanimously.

Ms. Dunlap updated the Board on projects by METRO.

REPORTS FROM DIRECTORS

Director Gillis informed the Board of Alan Steinberg's resignation from the Board. Following discussion, Director Goss moved to accept the resignation of Alan Steinberg. Director Guilanshah seconded the motion, which passed unanimously.

ATTORNEY'S REPORT

There was no discussion on this matter.

EXECUTIVE SESSION

The Board did not convene in executive session.

ADJOURN

The Board concurred to schedule the next meeting for April 16, 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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