

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

May 21, 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 21st day of May, 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 Directors Mosley and Harrison, thus constituting a quorum.

Also attending the meeting were: Gabrielle Luevano, Executive Director of the District; Sergeant Nick Derkowski of Harris County Precinct 5 Constable's Office; Jennifer Landreville of Equi-Tax, Inc.; Muhammad Ali of HR Green, Inc. ("HRG"); 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 9:00 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 April 16, 2025, regular meeting. Following review and discussion, Director Moody moved to approve the minutes, as presented. Director Pisklak seconded the motion, which passed unanimously.

SECURITY MATTERS

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

FINANCIAL REPORTS AND BOOKKEEPING MATTERS

Ms. Landreville reviewed the financial reports for April 2025 for the District and Defined Areas No. 1 and 2, including the investment reports, and invoices submitted for payment. Copies of the financial reports are attached. Following review and discussion, Director Hicks moved to approve the financial reports and payment of invoices. Director Janecek seconded the motion, which passed unanimously.

ASSESSMENT AND COLLECTIONS MATTERS

Ms. Landreville reviewed the assessment collector's reports for April 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 Goss moved to approve the assessment collector's reports. Director Janecek 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. He reviewed and recommended approval of Pay Estimate No. 1 from R. Miranda Trucking & Construction, LLC ("R. Miranda") in the amount of \$47,992.50. Mr. Ali also presented a proposal from HRG in the amount of \$24,600.00 for construction administration services related to the project.

Mr. Ali reported on the pedestrian safety project for Frostwood Drive and Gessner Drive, noting that one bid was received from DVL Enterprises, LLC ("DVL"). Mr. Ali reported that HRG recommended rejection of the bid to the Projects Committee as the bid was significantly more than the engineer's estimate for the project. He reported that the Projects Committee concurred with the recommendation, and HRG is recommending readvertisement of the project at the end of the summer.

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

Mr. Ali presented a letter agreement from HRG regarding the acquisition of Gauge Engineering, LLC, and continuation of services to the District under HRG.

Following review and discussion, Director Guilanshah moved to: (1) based on the engineer's recommendation, approve Pay Estimate No. 2 from R. Miranda; (2) approve the proposal from HRG in the amount of \$24,600.00; (3) reject the bid from DVL; and (4) accept the letter agreement from HRG. Director Moody seconded the motion, which passed unanimously.

REPORT FROM PROJECTS COMMITTEE

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

Ms. Luevano presented a proposal from Lawn Management Company, LLC ("LMC") in the amount of \$21,738.70 for median rehabilitation along Gessner Road ("Proposal No. 171420").

Ms. Luevano presented a proposal from Silversand Services ("Silversand") in the amount of \$5,512.68 for installation of landscaping in the median at Beltway 8 and Memorial Drive ("Proposal No. 4706").

The Board discussed ongoing landscape maintenance services provided by LMC. Ms. Luevano then requested authorization to solicit bids for landscape maintenance services for the District.

Following review and discussion, Director Pisklak moved to: (1) approve Proposal No. 171420 from LMC; (2) approve Proposal No. 4706 from Silversand, and authorize execution of a service agreement with Silversand; and (3) authorize the Executive Director to solicit bids for landscape maintenance services. Director Hicks 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.

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 updated the Board on the pursuit of federal grant funds by The Goodman Corporation.

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

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

Ms. Luevano discussed the pending relocation of the District's office. She presented a Third Amendment of Lease between the District and Memorial City Towers, LTD. Ms. Luevano stated that the proposed monthly rental cost for the new office is \$3,090.00. Director Pisklak stated that there is a space available in another building in the District, and he would like to give Ms. Luevano an opportunity to look at it. Discussion ensued. Following review and discussion, Director Pisklak moved to authorize the President to approve a lease agreement for an amount not to exceed \$3,090.00 per month. Director Goss seconded the motion, which passed by a vote of 8-to-0, with Director Guilanshah being absent for the vote.

Ms. Luevano presented a letter from the District to the Memorial City Redevelopment Authority requesting financial assistance to support the District's sidewalk improvement project.

REPORTS FROM DIRECTORS AND COMMUNITY STAKEHOLDERS

Ms. Dunlap updated the Board on projects by METRO.

DIRECTOR MATTERS

The Board discussed the vacant Director position and related applicants. No action was taken as the subcommittee did not meet.

The Board considered reorganizing the Board as follows:

Steven Goss	President
Dan Moody, III	Vice President
Ben Pisklak	Secretary
Kirk Guilanshah	Assistant Secretary
Ben Gillis	Director
C. Beau Harrison	Director
Perry Hicks	Director
Trevor Janecek	Director

Christian Johnson
William M. Mosley
Vacant

Director
Director
Director

The Board considered filing an updated District Registration Form with the Texas Commission on Environmental Quality (the "TCEQ") to reflect the reorganization of the Board.

Following discussion, Director Pisklak moved to reorganize the Board and authorize ABHR to file the updated District Registration Form with the TCEQ. Director Moody 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 June 25, 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: _____

Harris County Municipal Management District No. 1

ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Financial Reports.....	2
Assessment and Collections Reports	2
Engineering Report.....	2
Maintenance and Repairs Report	3

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