

MINUTES
HARRIS COUNTY MUNICIPAL MANAGEMENT DISTRICT NO. 1

August 20, 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 20th day of August, 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:

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	Director
William M. Mosley	Director
Jeremy Wheat	Director

and all of the above were present, except Directors Gillis, Johnson, and Mosley, 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.; Taylor Risien of HR Green, Inc. (“HRG”); Margaret Dunlap of METRO; and Suewan Johnson and Shammara Polk of Allen Boone Humphries Robinson LLP (“ABHR”).

CALL MEETING TO ORDER

Having established that a quorum of the Board was present, Director Goss called the meeting to order at 9:00 a.m.

PUBLIC COMMENTS

Director Goss 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 Goss moved to the next agenda item.

MINUTES

The Board reviewed the minutes of the June 25, 2025, regular meeting. Following review and discussion, Director Pisklak moved to approve the minutes, as presented. Director Janecek seconded the motion, which passed by a vote of 7-0, as Director Moody had not entered the meeting.

SECURITY MATTERS

Director Moody entered the meeting.

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

Ms. Luevano reviewed the terms of the District's Interlocal Agreement for Law Enforcement Services with Harris County, which is effective October 1, 2025, through September 30, 2026 (the "Interlocal Agreement"). Discussion ensued.

Director Goss updated the Board on activity by the Security Committee, including discussions regarding engaging a consultant to evaluate security matters and crime statistics in the District.

Following review and discussion, Director Hicks moved to approve the Interlocal Agreement. Director Janecek seconded the motion, which passed unanimously.

Ms. Luevano then updated the Board on the signs with the Constable's telephone number.

FINANCIAL REPORTS AND BOOKKEEPING MATTERS

Ms. Landreville reviewed the financial reports for June and July 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. Discussion ensued regarding the status of District projects, as well as the profit and loss budget variances.

Following review and discussion, Director Pisklak moved to approve the financial reports and payment of invoices. Director Guilanshah seconded the motion, which passed unanimously.

ASSESSMENT AND COLLECTIONS MATTERS

Ms. Landreville reviewed the assessment collector's reports for June and July 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. Following

review and discussion, Director Moody moved to approve the assessment collector's reports. Director Wheat seconded the motion, which passed unanimously.

SERVICE AND IMPROVEMENT PLAN AND ASSESSMENT PLANS

Ms. Johnson discussed the steps and timeline for the 2025 assessment, including the supplemental assessment hearing for the District and Defined Areas No. 1 and 2. She stated that additional properties will be added to Defined Area No. 2. Ms. Johnson also noted that the District has not received certified values, and a public hearing cannot be scheduled until such time. The Board then considered authorizing Director Goss and Ms. Luevano to set a public hearing date upon receipt of certified values.

Ms. Johnson then requested the Board accept the Petitions for Inclusion of Additional Land in Defined Area No. 2 (the "Petitions"), and she noted that such land would be subject to the additional 3.5 cent assessment for the remaining nine years of the service plan.

Following review and discussion, Director Moody moved to: (1) accept the Petitions presented; (2) authorize Director Goss and Ms. Luevano to set the public hearing date upon receipt of certified values from Harris Central Appraisal District ("HCAD"); and (3) appoint Director Goss to serve as the Hearing Examiner. Director Pisklak seconded the motion, which passed unanimously.

ENGINEERING MATTERS

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

Mr. Risien reported on the I-10/Bunker Hill Road U-Turn Improvements project.

Mr. Risien reported on the pedestrian safety project for Frostwood Drive and Gessner Drive, including a tentative timeline for re-advertisement of the project.

Mr. Risien updated the Board on the preparation of metes and bounds of the defined areas for HCAD coding.

Ms. Risien presented a proposal from HR Green in the amount of \$7,645.00 for supplemental boundary surveying services related to preparation of a sidewalk easement for Gessner Road.

Mr. Risen then presented a proposal from HR Green in the amount of \$86,000.00 for professional engineering services related to I-10 U-Turn Safety Improvements at Gessner Road and Beltway 8.

Ms. Risien presented a proposal from HR Green in the amount of \$16,090.00 for supplemental boundary surveying services related to preparation of metes and bounds of Defined Area No. 1. The Board concurred to table action on this proposal.

Following review and discussion, Director Harrison moved to approve the following proposals from HR Green: (1) proposal from HR Green in the amount of \$7,645.00; and (2) proposal from HR Green in the amount of \$86,000.00. Director Pisklak seconded the motion, which passed unanimously.

REPORT FROM PROJECTS COMMITTEE

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

Ms. Luevano reported that the art installation on the electrical box at Barryknoll Drive and Plantation Drive is complete.

Ms. Luevano discussed the request for proposals for landscape maintenance services for the District.

DISTRICT MAINTENANCE

Ms. Luevano presented a report from Lawn Management Company, LLC 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.

RENEWAL OF DISTRICT INSURANCE POLICIES

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 Risk Pool. Discussion ensued. Following review and discussion, Director Harrison moved to authorize renewal of the District's insurance policies, as discussed. Director Pisklak seconded the motion, which passed unanimously.

EXECUTIVE DIRECTOR'S REPORT

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

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

Ms. Luevano updated the Board on preparation of the budget for fiscal year ending November 30, 2026. The Board then concurred that the Budget Committee will consist of Directors Goss, Janecek, and Wheat.

Ms. Luevano discussed a grant application by METRO through the Federal Trade Administration's Low or No Emission Bus Program and Bus and Bus Facilities Program. She stated that the application includes a proposal to build a new compressed natural gas ("CNG") fueling station, as well as add 100 CNG buses. Ms. Luevano stated that Ms. Dunlap requested a letter of support from the District for METRO's grant application.

Following review and discussion, Director Pisklak moved to approve the letter of support from the District for METRO's grant application. Director Guilanshah seconded the motion, which passed unanimously.

Ms. Luevano reviewed the monthly analytics report on the District's social media and website activity and responded to questions from the Board.

REPORTS FROM DIRECTORS AND COMMUNITY STAKEHOLDERS

Ms. Dunlap updated the Board on projects by METRO.

ATTORNEY'S REPORT

Ms. Johnson presented a Resolution Establishing Posting Place for Notice of Board of Directors Meetings to establish 9811 Katy Freeway, Suite 925B, Houston, Texas 77024 as the official posting place for notices of Board meetings.

Ms. Johnson next presented and reviewed a Resolution Establishing Additional In-District Meeting Place. She stated the resolution establishes 9811 Katy Freeway, Suite 925B, Houston, Texas 77024 as an in-District meeting place.

Following review and discussion, Director Pisklak moved to: (1) adopt the Resolution Establishing Posting Place for Notice of Board Meetings and direct that it be filed and retained in the District's official records; and (2) adopt the Resolution Establishing Additional In-District Meeting Place and direct that it be filed and retained in the District's official records. Director Hicks seconded the motion, which passed unanimously.

MEETING SCHEDULE

The Board concurred to schedule the next meeting for September 17, 2025, at 9:00 a.m., at 920 Memorial City Way, Suite 170A, Houston, Texas.

EXECUTIVE SESSION

The Board convened in executive session at 10:12 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. Ms. Johnson and Ms. Polk were also present.

RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTION

The Board reconvened in open session at 10:22 a.m. Following discussion, Director Wheat moved to approve the recommendation of the Personnel Committee. Director Moody seconded the motion, which passed unanimously.

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

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