

MINUTES
WEST KEEGANS BAYOU IMPROVEMENT DISTRICT

December 9, 2020

The Board of Directors (the "Board") of West Keegans Bayou Improvement District (the "District") met in regular session in person at the Keegans Wood Clubhouse, 9600 Keegans Wood Drive, Houston, Texas, inside the boundaries of the District, with access by telephone available to the public, pursuant to Texas Government Code Section 551.125 and Governor Greg Abbott's emergency disaster declaration dated March 13, 2020, on the 9th day of December, 2020, and the roll was called of the members of the Board being present by telephone and/or in person:

Mike Emerson	President
Miriam Beck	Vice President
Gerald Kallina	Secretary
Carole Bagley	Asst. Vice Pres./Asst. Secretary
Wayne Thompson	Assist Vice President

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

Also attending the meeting via teleconference or in person were Mike Parker of MMP Services; Amarjit Verma resident of the District; Harold Peters of Kingsbridge Municipal Utility District; David Miller of Miller & Associates Engineering ("M&A"); Monty Campbell of Prepared Publications, Inc.; Richard Haddock of 7Gen Planning ("7Gen"); Michelle Guerrero of Bob Leared Interests ("BLI"); Pamela Redden of McLennan & Associates, LP ("McLennan"); and Tim Austin and Holly Huston of Allen Boone Humphries Robinson LLP ("ABHR").

COMMENTS FROM THE PUBLIC

Mr. Austin offered any members of the public attending the meeting by in person or telephone the opportunity to make public comment.

Mr. Verma addressed the Board regarding his public comments to the District's meeting minutes, the District's choice to meet in person, and his continued work with Harris County Flood Control District.

There being no further members of the public requesting to make public comment, Mr. Austin moved to the next agenda item.

APPROVE MINUTES

The Board considered approving the minutes of the November 17, 2020, regular meeting. Director Thompson presented his proposed revised to the previous minutes. Following review and discussion, Director Beck moved to approve the minutes of the previous meetings to revise the motions for the minutes and the bookkeeper's report to

reflect Director Thompson's opposition. Director Emerson seconded the motion, which passed by a 4-1 vote with Director Thompson opposed.

TAX ASSESSMENT AND COLLECTIONS MATTERS

Ms. Guerrero presented and reviewed the tax assessor/collector's report, a copy of which is attached, including a list of bills for payment from the District's tax account. She stated that the District's 2020 taxes were 8.086% collected as of November 30, 2020. After review and discussion, Director Emerson moved to approve the tax assessor/collector's report and authorize payment of the bills presented for payment from the tax account. Director Bagley seconded the motion, which carried unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Redden presented and reviewed the bookkeeper's report, the investment report, and presented the bills for payment from the District's account. Copies of the bookkeeper's report and investment report are attached. Following review and discussion, Director Beck moved to approve the bookkeeper's report, the investment report, authorize payment of bills as presented. Director Kallina seconded the motion, which passed unanimously.

The Board discussed the upcoming AWBD winter conference. Following discussion, the Board authorized interested Directors to attend the AWBD winter conference and concurred to follow the District's Code of Ethics and Travel, Professional Services and Management Policies to determine reimbursement for conferences and to pay for associated expenses, including two per diems.

MOWING AND MAINTENANCE OF DISTRICT FACILITIES

Discussion ensued regarding the mowing and maintenance of the District's facilities.

ENGINEERING MATTERS

Mr. Miller presented and reviewed an engineering report, a copy of which is attached.

DEVELOPMENT ISSUES

There was no action taken on this agenda item.

DEEDS AND EASEMENTS

There was no action taken on this agenda item.

CAPITAL IMPROVEMENT PLAN

There was no discussion on this agenda item.

MS4 STORM WATER PERMIT (“MS4”); IMPLEMENTATION OF THE STORM WATER MANAGEMENT PLAN; AND RECEIVE PUBLIC COMMENTS

Mr. Miller updated the Board regarding the status of the District’s MS4 permit.

REMOVE SILT AND SHAPE CENTER CHANNEL OF BAYOU

Mr. Miller updated the Board regarding the status of the District’s plans to desilt and rehabilitate the Bayou.

OUTFALL REPAIRS

Mr. Miller updated the Board regarding backslope drain and outfall repairs within the District. He requested Board approval of a partial payment application in the amount of \$22,450.00 to MMP-Services for the removal and replacement of Backslope Drain No. 690 – East Highbank Adjacent to Walgreens. Following discussion, Director Beck motioned to approve the partial payment application, as requested. Director Emerson seconded the motion which passed by a unanimous vote.

OTHER ENGINEERING MATTERS

Mr. Miller updated the Board regarding the fall fertilization of Highbank Berm area.

Mr. Miller then updated the Board regarding trash and debris removal within the rights-of-way.

LANDSCAPE ARCHITECT’S REPORT

Mr. Haddock reviewed a landscape architect’s report, a copy of which is attached.

DESIGN OF FACILITIES, APPROVAL OF PLANS AND SPECIFICATIONS, AUTHORIZATION TO ADVERTISE FOR BIDS AND AWARD OF CONSTRUCTION CONTRACT, APPROVE PAY ESTIMATES AND CHANGE ORDERS, AND AUTHORIZE FINAL ACCEPTANCE AS APPROPRIATE

Mr. Haddock updated the Board regarding the status of construction of West Keegans Hike and Bike Trail, Phase 1 (“Phase 1”). He then requested board approval of Pay Estimate No. 4 in the amount of \$66,333.97, payable to D.L. Meacham LP, for the construction of Phase 1. Director Thompson then motioned (1) to extend the sidewalks 71-feet via a change order to be presented at the next meeting; and (2) to approve Pay Estimate No. 4 as presented. Director Emerson seconded the motion, which passed by a unanimous vote.

RECREATIONAL FACILITIES AND AMENITIES

There was no discussion on this agenda item.

PROPERTY ACQUISITION

The Board did not receive an update on property acquisition.

DISTRICT WEBSITE

Mr. Campbell reviewed a District Website report, a copy of which is attached.

REVIEW AND UPDATE EMINENT DOMAIN REPORT TO THE TEXAS COMPTROLLER

Mr. Austin reported that ABHR has filed the District's Eminent Domain Authority Annual Report with the Comptroller of the State of Texas pursuant to Senate Bill 1812.

DISCUSS MEETING SCHEDULE

The Board noted that the next regular meeting will be on January 13, 2021, at 4:45 p.m.

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

/s/ Gerald Kallina
Secretary, Board of Directors



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