

MINUTES
WEST KEEGANS BAYOU IMPROVEMENT DISTRICT

July 10, 2019

The Board of Directors (the "Board") of West Keegans Bayou Improvement District (the "District") met in regular session, open to the public, on the 10th day of July, 2019, at the Keegans Wood Clubhouse, 9600 Keegans Wood Drive, Houston, Texas, inside the boundaries of the District, and the roll was called of the members of the Board:

Bobby Reed	President
Miriam Beck	Vice President
Chris IGwilo	Secretary
Gerald F. Kallina	Treasurer
Amarjit Verma	Director

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

Also present at the meeting were Julius Davis, Moni Mansour, Mike Emerson, and Neelam Verma, residents of the District; Robert Shindler of Kingsbridge Municipal Utility District; Mike Parker of MMP Services; David Miller of Miller & Associates Engineering ("Miller & Associates"); Russel Cook, Candy Fair, and Kathy Farris of Renn Road Municipal Utility District; Richard Haddock of 7Gen Planning ("7Gen"); Michelle Guerrero of Bob Leared Interests; Pamela Redden and Mary Lutz of McLennan & Associates, LP ("McLennan"); and Whitney Higgins and Holly Huston of Allen Boone Humphries Robinson LLP ("ABHR").

APPROVE MINUTES

The Board considered approving the minutes of the June 12, 2019, regular meeting, as submitted. Director Verma discussed proposed revisions to the meeting minutes. Following review and discussion, Director Beck moved to approve the minutes of the June 12, 2019, regular meeting, as written without Director Verma's additions. Director Reed seconded the motion. The motion passed with Director Verma opposed. Director IGwilo did not vote.

The Board considered approving the minutes of the June 26, 2019, special meeting, as submitted. Directors Beck and Verma discussed proposed revisions to the meeting minutes. Following review and discussion, Director Reed moved to approve the minutes of the June 26, 2019, special meeting, including Director Beck's revisions but without Director Verma's additions. Director Kallina seconded the motion. The motion passed with Directors Verma and IGwilo opposed.

COMMENTS FROM THE PUBLIC

Mr. Shindler asked when the District will engage an engineer. Director Reed reported the District hired Miller & Associates at the last Board meeting.

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 2018 taxes were 98.2% collected as of June 30, 2019. After review and discussion, Director Reed moved to approve the tax assessor/collector's report and authorize payment of the bills presented for payment from the tax account. Director Beck 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. She presented additional check no. 4306 in the amount of \$443.00, payable to Director Kallina for additional expenses related to purchasing food for Board meetings.

Ms. Redden reviewed a draft amended budget for fiscal year ending June 30, 2020 incorporating the suggestions from the previous Board meeting. The Board concurred to defer approval of the amended budget until McLennan receives the final numbers for the Trail Bayou Expenses from Miller & Associates.

Discussion ensued regarding additional per diems requested by Directors IGwilo and Verma for meetings with Fort Bend County Commissioner Andy Meyers. Director IGwilo requested the Board approve the per diems as he and Director Verma were acting on behalf of the District. Director Kallina reminded the Board that at the April 10, 2019, Board meeting, the Board motioned that going forward in order to receive a per diem, a Director must receive prior approval from the Board before attending events in the capacity as a Director of the District. Following discussion, Director Kallina moved to (1) deny payment of the per diems to Directors IGwilo and Verma for meetings with Fort Bend County Commissioner Andy Meyers; (2) reconfirm the Board's previous motion that in order to receive a per diem, Directors must receive prior approval from the Board before attending events in the capacity as a Director of the District; and (3) overturn the Board's previous motion at the June 13, 2018, Board meeting to accept Director Verma's request to speak and write on behalf of the District to Harris County Flood Control District, as well as additional departments, agencies, and governmental authorities, under the condition that a second member of the Board participate in the communication and attend meetings with him. Director Beck seconded the motion. The motion passed with Director's Verma and IGwilo opposed.

Following review and discussion, Director Beck moved to approve the bookkeeper's report, the investment report, and authorize payment of bills as presented including check no. 4306 payable to Director Kallina in the amount of \$443.00. Director Reed seconded the motion, which passed by unanimous vote.

DISCUSS AWBD SUMMER CONFERENCE, APPROVE REIMBURSEMENT OF ELIGIBLE EXPENSES, AND AUTHORIZE ATTENDANCE AT WINTER CONFERENCE

The Board discussed conferences attended at the AWBD summer conference. Following discussion, Director Reed moved to approve reimbursement of eligible expenses for the AWBD summer conference, and authorize all interested directors to attend the AWBD winter conference. Director Beck seconded the motion, which carried by unanimous vote.

REVIEW CONSULTANT CONTRACTS

There was no discussion on this agenda item.

MOWING AND MAINTENANCE OF DISTRICT FACILITIES

Director Reed reported he intends to present an amendment to the contract with Growth Services, Inc., to the Board for approval at the August Board meeting.

ENGINEERING MATTERS

Mr. Miller thanked the Board for engaging Miller & Associates as the District's engineer.

AUTHORIZE EXECUTION OF LETTER TO THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY ("TCEQ") AND THE UNITED STATES ENVIRONMENTAL PROTECTION AGENCY ("EPA") DESIGNATING THE ENGINEER TO BE THE DISTRICT'S AGENT

Ms. Higgins reviewed letters to the TCEQ and the EPA designating the District's engineer, Miller & Associates, as the District's agent in dealing with the two agencies. After review and discussion, Director Reed moved to approve and authorize execution of the letters to the EPA and TCEQ and direct that the letters be filed appropriately and retained in the District's official records. Director Beck seconded the motion which passed by unanimous vote.

ADOPT RESOLUTION CHANGING DISTRICT OFFICE

The Board considered adopting a Resolution Changing District Office. After discussion, Director Beck moved to adopt the Resolution Changing District Office, which establishes the offices of Miller & Associates, 3664 Walnut Bend Lane, Suite

C100, Houston, TX 77042-4851, as a District office for purposes of receiving bids and administering construction contracts and direct that the Resolution be filed appropriately and retained in the District's official records. Director Reed seconded the motion, which was approved by unanimous vote.

AUTHORIZE EXECUTION OF DISTRICT REGISTRATION FORM

The Board then considered authorizing filing of an updated district registration form with the TCEQ, reflecting the change in engineer. Following review and discussion, Director Reed moved to authorize filing of the updated district registration form with the TCEQ and direct that the form be filed appropriately and retained in the District's official records. Director Beck seconded the motion, which passed by unanimous vote.

DEVELOPMENT ISSUES

There was no report on development issues.

DEEDS AND EASEMENTS

There was no report on deeds and easements.

DISTRICT MAINTENANCE AND CAPITAL IMPROVEMENT PLAN

There was no report on this agenda item.

REMOVE SILT AND SHAPE CENTER CHANNEL OF BAYOU

There was no discussion on this agenda item.

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

There was no discussion on this agenda item.

OTHER ENGINEERING MATTERS

There was no report on this agenda item.

Discussion ensued regarding a proposal received from MMP Services to repair and replace an outfall along West Keegans Bayou near Addicks Clodine Road near the Fort Bend County ("FBC") Mission Bend Community Center, in the amount of \$25,950.00. Following discussion, the Board concurred to request Miller & Associates to solicit additional proposals for repair and present to the Board at the August, Board meeting.

LANDSCAPE ARCHITECT'S REPORT

Mr. Haddock presented and 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

Mr. Haddock updated the Board on the status of the design of the District's Hike and Bike Trail, Phase 1. He reported that at the special Board meeting on June 26th, 2019, the Board concurred to defer action on the proposal from Alliance Laboratories for Geo-Technical Engineering in the amount of \$4,500.00. Following discussion, Director Reed moved to approval the proposal from Alliance Laboratories, subject to final review and approval by ABHR. Director Beck seconded the motion, which passed by unanimous vote.

CONSTRUCTION OF DISTRICT FACILITIES, INCLUDING APPROVE PAY ESTIMATES, CHANGE ORDERS AND FINAL ACCEPTANCE AS APPROPRIATE

There was no discussion on this agenda item.

RECREATIONAL FACILITIES AND AMENITIES

Mr. Haddock reviewed the District's Hike and Bike trail proposed comprehensive master plan (the "Master Plan"), which incorporates the suggestions from the June 26th, 2019, special Board meeting, a copy of which is attached to the landscape architect report.

PROPERTY ACQUISITION

The Board did not receive an update on the status of the property acquisition.

PHASE 1, HIKE AND BIKE TRAIL

Mr. Haddock reviewed the Master Plan, which incorporates the suggestions from the June 26, 2019, special Board meeting, a copy of which is attached to the landscape architect report. Director Verma requested clarification on whether Mr. Haddock is only receiving direction on the Master Plan from a single Director. Mr. Haddock informed Director Verma that no revisions to the Master Plan have been decided upon by one Director, any amendments to the Master Plan have been approved by the Board collectively.

Mr. Haddock reported that in relation to the June 26, 2019, special meeting where the Board collectively moved to put a hold on plans and specifications for the

Hike and Bike Trail West of Highway 6, until further notice, 7Gen will be presenting an amended task order to the Service Agreement with updated fees at the August Board meeting.

REPORT REGARDING LEGISLATIVE MATTERS

Ms. Higgins distributed and reviewed a report prepared by ABHR regarding legislative matters pertaining to the 86th Regular Session of the Texas Legislature. A copy of the report is attached.

UPDATE ON DISTRICT WEBSITE

The Board next discussed the agreement between the District and Prepared Publications, Inc. ("PPI"), for creation and maintenance of a District Website, approved by the Board at the December 12, 2018 meeting. Director Kallina reminded the Board that for the last several months, the Board has been requesting that PPI attend Board meetings and provide an update on the District's website. He then asked Director IGwilo why PPI has not been able to attend the last several meetings. Director IGwilo said that he has been unsuccessful in his attempts to contact PPI. Following discussion, Director Kallina moved to (1) terminate the agreement for creation and maintenance of a District Website with PPI; (2) authorize ABHR to submit a letter of termination to PPI effective 30 days from July 11, 2019; and (3) authorize ABHR to solicit additional proposals for creation and maintenance of a District website. Director Beck seconded the motion. The motion passed with Director's IGwilo and Verma opposed.

Director Kallina left the meeting.

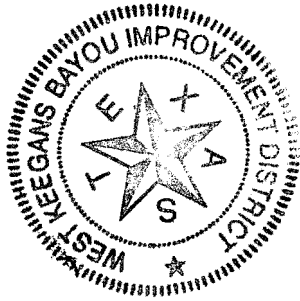
DISCUSS MEETING SCHEDULE

The Board concurred to conduct the next regular meeting on August 14, 2019, at 4:45 p.m. at the Keegans Wood Clubhouse, located at 9600 Keegans Wood Drive, Houston, Texas, 77083.

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

[EXECUTION PAGE TO FOLLOW]

(SEAL)



David G. Kallins

Secretary, Board of Directors

Treasurer

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