

MINUTES
WEST KEEGANS BAYOU IMPROVEMENT DISTRICT

May 12, 2021

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, on the 12th day of May, 2021, 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	Asst. Vice President

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

Also attending the meeting via teleconference or in person were Neelam Verma and additional residents of the District; various members of the public; Kathy Farris and Russel Cook of Renn Road Municipal Utility District ("Renn Road"); Judy Shindler 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; Mary Lutz and of McLennan & Associates, LP ("McLennan"); Tim Austin and Holly Huston of Allen Boone Humphries Robinson LLP ("ABHR").

Mr. Austin reviewed certain recommended protocols for conducting the District's meeting via teleconference and in person.

COMMENTS FROM THE PUBLIC

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

Ms. Verma addressed the Board regarding her comments to the District's meeting draft minutes.

Mr. Cook addressed engineering matters within the District.

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

CONSENT AGENDA

Mr. Emerson offered Board members and consultants the opportunity to remove items from the consent agenda for individual discussion. Director Thompson requested the removal of the Minutes, and Tax Assessment and Collection Matters from the consent agenda. Following discussion, Director Emerson then moved to approve all items on the consent agenda, except for the Minutes and Tax Assessment and Collection Matters. Director Beck seconded the motion, which passed by unanimous vote. Copies of all documents approved as part of the consent agenda are attached.

APPROVE MINUTES

The Board considered approving the minutes of the April 14, 2021, regular meeting. Director Thompson discussed his proposed changes to the minutes. Following review and discussion, Director Thompson moved to approve the minutes of the previous meetings by adding language to the website report. Director Emerson seconded the motion, which passed by unanimous vote. Director Thompson then discussed his additional proposed changes to the minutes. Following further review and discussion, Director Thompson moved to approve the minutes of the previous meeting with his additional revisions. The motion failed due to a lack of a second. Director Emerson the motioned to approve the minutes. Director Kallina seconded the motion, which passed by a unanimous vote.

TAX ASSESSMENT AND COLLECTION MATTERS

Director Thompson requested clarification on the Tax Assessor/Collector's report, specifically disbursements to the general fund. Ms. Guerrero provided information on disbursements to the general fund. After review and discussion, Director Thompson 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.

TRAVEL REIMBURSEMENT GUIDELINES AND DIRECTOR EXPENSES FOR THE ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") SUMMER CONFERENCE

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

ENGINEERING MATTERS

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

DEVELOPMENT ISSUES

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 on the status of the sediment removal and slope restoration, phase 1 and 2. He requested Board approval of Pay Estimate No. 1 in the amount of \$138,649.95 and Change Order No 1 to add 14 contract days to the total construction period for the contract with Environmental Allies, Inc. ("EA"). The Board concurred that Change Order No. 1 was beneficial to the District.

Mr. Miller then presented and reviewed a proposal from TrueGreen Commercial ("TrueGreen") in the amount of \$10,830.00 to fertilize approximately 107-acres of the bayou.

OUTFALL REPAIRS

Mr. Miller updated the Board regarding backslope drain and outfall repairs within the District.

Following review and discussion, Director Emerson moved to (1) approve the engineer's report; (2) approve Pay Estimate No. 1 in the amount of \$138,649.95 to the contract with EA for the sediment removal and slope restoration, phase 1 and 2; (3) approve Change Order No. 1 to the contract with EA for the sediment removal and slope restoration, phase 1 and 2 to increase the total construction period by 14 day, based upon the Board's determination that the Change Order is beneficial to the District and the engineer's recommendation; and (4) approve the proposal from TrueGreen in the amount of \$10,830.00 to fertilize approximately 107-acres of the bayou. Director Kallina seconded the motion, which passed by a unanimous vote.

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 presented and reviewed Pay Application No. 5 payable to D.L. Meacham LP ("DLM") for the construction of Phase 1. Mr. Haddock then presented two invoices from Alliance Laboratories, Inc. ("Alliance") in the respective amounts of \$563.00 and \$5,305.00 for Phase 1 construction material testing. He then requested Board approval to extend the contract time for an additional 120 days as the District is still waiting for permit approval from the Texas Department of Transportation ("TXDOT").

RECREATIONAL FACILITIES AND AMENITIES

Mr. Haddock presented and reviewed a summary of proposals received from four companies for signage replacement along the trail system, a copy of which is attached to the Landscape Architect's report. He recommended the Board select Barkers Signs in the total amount of \$6,500.00 subject to approval of terms and conditions.

Following review and discussion Director Emerson moved to (1) approve the Landscape Architects report; (2) approve Pay Application No. 5 payable to DLM for Phase 1; (3) approve two invoices from Alliance in the respective amounts of \$563.00 and \$5,305.00 for Phase 1 construction material testing; (4) authorize extension of the contract time for Phase 1 by an additional 120 days due to TXDOT delays; and (5) approve the proposal from Barkers Signs in the amount of \$6,500.00 subject to approval of terms and conditions.. Director Thompson seconded the motion, which passed by a unanimous vote.

DISCUSS RESTRICTIONS OF FORMER BOARD MEMBER REGARDING DISTRICT CONTACTS

Mr. Austin presented and reviewed a Resolution Adopting Policy Regarding Board Conduct (the "Resolution"). He reported that he drafted the Resolution at the request of the Board President to assist the Directors in complying with the Texas Open Meetings Act (the "TOMA") and eliminate even the appearance of failure to comply with TOMA. Following review and discussion, Director Emerson moved to approve the Resolution as presented. Director Kallina seconded the motion, the motion passed by a 4-1 vote with Director Thompson against.

Director Emerson requested that the Board consider installing security cameras along the Bayou at the next meeting.

Directors Beck and Bagley discussed their attendance at the Renn MUD meeting.

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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