

NOTICE OF MEETING

WEST KEEGANS BAYOU IMPROVEMENT DISTRICT FORT BEND AND HARRIS COUNTIES, TEXAS

The Board of Directors of West Keegans Bayou Improvement District, Fort Bend and Harris Counties, Texas will hold a regular meeting on **Wednesday, January 13, 2021, at 4:45 p.m. at the Keegans Wood Clubhouse, located at 9600 Keegans Wood Drive, Houston, Texas 77083**, to discuss and, if appropriate, act upon the following items:

1. Comments from the public (three minutes per person).
2. Consent agenda. (Items listed below are routine and reports have been presented with the Board materials, or the items are self-explanatory. A Boardmember may request that an item be taken off the consent agenda for separate consideration, all other consent agenda items will be considered under a single motion, without discussion or presentation):
 - a. Approve minutes.
 - b. Tax assessment and collections matters, including delinquent tax collections, installment agreements, payment of tax bills.
 - c. Financial and bookkeeping matters, including payment of the bills, and review of investments, including accept annual disclosure statements for Investment Officer and bookkeeper.
 - d. District website.
 - e. Meeting schedule (next regular meeting on February 10, 2021).
3. Adopt Amended Order Establishing a Records Retention Program and Designating a Records Management Officer.
4. Annual cybersecurity training.
5. Engineering matters, including:
 - a. development issues;
 - b. discuss MS4 Storm Water Permit, implementation of Storm Water Management Plan, including Phase II Small MS4 General Permit and Storm Water Management Plan, including status of compliance, necessary training, public comment, and approval of year 2 annual report and public education materials;
 - c. desilt and rehabilitation of bayou; and
 - d. outfall repairs.
6. Landscape architect's report, including:
 - a. authorize design, approve plans and specifications, authorize advertisement for bids, review bids and award contracts, approve pay estimates and change orders, authorize final acceptance of projects, as appropriate, including West Keegans Hike and Bike Trail Phase 1; and
 - b. recreational facilities and amenities.

7. Director matters, including:
 - a. district correspondence;
 - b. director responsibilities;
 - c. district organization chart; and
 - d. director representation of District and per diem authorization matters.

8. Adjourn.

[Members of the public may attend in person or may participate in the meeting by teleconference* at **Telephone Number:** 877-336-1829, **Access Code:** 7436946.]

(SEAL) /s/Timothy Austin
Attorney for the District



* As a result of the current COVID-19 virus epidemic emergency, the Board will conduct this meeting using prudent social-distancing and other health measures. All persons attending shall maintain at least six feet of distance from all other persons, and shall wear a facemask at all times. If there is insufficient room in the meeting place for all who wish to attend, the public may participate using the telephone information shown above. Members of the public are entitled to participate and address the Board during the public comment session of the meeting, either by telephone or, if available space, in person. The Board President shall make a final determination regarding all issues relating to COVID-19 compliance or these meeting rules. In all respects, this meeting will be open to the public and compliant with applicable law and guidance of the Governor of the State of Texas. An electronic copy of the agenda packet (which consists of the regular reports presented to the Board by its consultants) can be found at: <https://www.districtdirectory.org/agendapackets/wkbid>.