

MINUTES
WEST KEEGANS BAYOU IMPROVEMENT DISTRICT

September 8, 2021

The Board of Directors of West Keegans Bayou Improvement District, Fort Bend and Harris Counties, Texas will hold a regular meeting on Wednesday, September 8, 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:

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, David Alban, and additional residents of the District; Russel Cook and Kathy Farris of Renn Road Municipal Utility District ("Renn Road"); Judy Shindler of Kingsbridge Municipal Utility District; Kody Dewitt, Shannon Miller, and 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"); Carolyn Walker of McLennan & Associates, LP ("McLennan"); Tim Austin and Holly Huston of Allen Boone Humphries Robinson LLP ("ABHR").

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.

Mr. Alban addressed the Board regarding the District's plan for the Hike and Bike trail.

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 that they remove the District Website item from the consent agenda. Following discussion, Director Emerson then moved to approve all items on the consent agenda except for the item requested to be removed. Director Beck seconded the motion, which

passed by unanimous vote. Copies of all documents approved as part of the consent agenda are attached.

DISTRICT WEBSITE MATTERS

Director Thompson noted that several of the agendas have not been posted on the District website. Mr. Campbell noted that he will remedy this matter immediately.

DISCUSS 2021 TAX RATE, ADOPT RESOLUTION REGARDING DEVELOPMENT STATUS FOR 2021 TAX YEAR, SET PUBLIC HEARING DATE, AND AUTHORIZE NOTICE OF PUBLIC HEARING REGARDING ADOPTION OF TAX RATE

The Board considered the District’s 2021 tax rate. Mr. Austin discussed recent legislative changes to the “truth-in-taxation” property tax calculations and tax levy process for water districts in Chapter 49, Texas Water Code. He stated that such legislation established three main categories for water districts, based on a district’s development status and/or tax rate. Mr. Austin reviewed the definitions for each of the three categories and said the Board must annually determine the District’s category for that tax year and follow the associated notice and levy provisions in the Texas Water Code. Discussion ensued regarding the District’s development status. After fully considering relevant data, information, and statutory definitions, the Board determined that the District is a Developed District for the 2021 tax year. The Board then discussed the District’s operation and maintenance tax rate. Mr Austin discussed the two-step process for setting the District’s tax rate. Following review and discussion, Director Kallina moved to (1) adopt a Resolution Regarding Development Status for 2021 Tax Year establishing the District as a Developed district for the 2021 tax year, pursuant to Section 49.23602, Texas Water Code, and direct that the Resolution be filed appropriately and retained in the District’s official record; (2) set the public hearing date for October 13, 2021 and (3) authorize the tax assessor/collector to publish notice in the Sugar Land Sun of the District’s meeting on October 13, 2021 to set the proposed 2021 total tax rate of \$0.086 per \$100 of assessed valuation, with 100% of the tax rate allocated to operations and maintenance. Director Thompson seconded the motion, which passed unanimously.

ENGINEERING MATTERS

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

DEVELOPMENT ISSUES

There was no update 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 Application No. 4 in the amount of \$9,819.00 payable to Environmental Allies, Inc. ("EA").

BAYOU REHABILITATION

Mr. Miller updated the Board regarding bayou rehabilitation matters. He then presented and reviewed Engineering Job assignment No. 21-003 for preparation of Group 5 - Replacement of Backslope Drains and Trails Panels ("Assignment No. 21-003"). Mr. Miller noted the engineering design and construction phase budget s a time and materials basis with cap of \$112,525.00.

OUTFALL REPAIRS

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

Following review and discussion, Director Kallina moved to (1) approve the engineer's report; (2) approve Pay Estimate No. 4 in the amount of \$9,819.00 payable to EA for the sediment removal and slope restoration, phase 1 and 2; and (3) approve Assignment No. 21-003 as presented. Director Emerson seconded the motion, which passed by a unanimous vote.

SECURITY CAMERAS

Mr. Miller updated the Board regarding a Request for Proposal to solicit proposals for security surveillance along the District's trails. No action was taken at this time.

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 presented approval of Pay Estimate No. 8 in the amount of \$34,324.18 payable to D.L. Meacham LP ("DLM") for the construction of Phase 1. Mr. Haddock noted that a response has not yet been received from Texas Department of Transportation ("TxDOT") regarding installation of temporary barriers.

RECREATIONAL FACILITIES AND AMENITIES

Mr. Haddock then updated the Board regarding the Trail Signage replacement with Bakers' Sign Co. ("Bakers"). He then requested Board approval of invoice no. 5 in the amount of \$1,880.50 for installation of signs at Triangle Park.

Mr. Haddock then requested Board approval to install two additional signs in the amount of \$5,850 along Phase 1 at Highway 6.

Following review and discussion Director Emerson moved to (1) approve the Landscape Architects report; (2) approve Pay Estimate No. 8 in the amount of \$34,324.18 payable to DLM for Phase 1; (3) approve invoice no. 5 in the amount of \$1,880.50 from Bakers for installation of additional signs at Triangle Park; and (4) authorize Baker to install two additional signs along Phase 1 at Highway 6 in the amount of \$5,850. Director Beck seconded the motion, which passed by a unanimous vote.

DIRECTOR MATTERS

Discussion ensued regarding Director matters.

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



Secretary, Board of Directors



ATTACHMENTS TO THE MINUTES

	Minutes
	<u>Page</u>
Bookkeeper's report.....	2
Website Report	2
Engineering report.....	2
Landscape Architect's Report	3