

MINUTES  
WEST KEEGANS BAYOU IMPROVEMENT DISTRICT

October 9, 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 9th day of October, 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 Moni Mansour, James Cherian, Wayne Thompson, Mike Emerson, and Neelam Verma, residents of the District; Jennifer Hanna of BKD, LLP ("BKD"); David Miller of Miller & Associates Engineering ("M&A"); Robert Shindler of Kingsbridge Municipal Utility District; Monty Campbell of Prepared Publications, Inc. ("PPI"); 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 of McLennan & Associates, LP ("McLennan"); and Tim Austin and Holly Huston of Allen Boone Humphries Robinson LLP ("ABHR").

COMMENTS FROM THE PUBLIC

Mr. Anwar addressed the Board regarding his comments from the August Board meeting.

Mr. Emerson addressed the Board regarding his comments from the August Board meeting.

Mr. Shindler addressed the Board regarding the Association of Water Board Director's ("AWBD") Fall Seminar on October 30, 2019, regarding drainage and flood mitigation.

Mr. Thompson addressed the Board regarding the District's current plans for Phase 1 of the Hike & Bike trail extension.

Ms. Verma addressed the Board regarding the District's plans for Phase 1 of the Hike & Bike Trail Extension, noting the District should continue moving forward with the plans while also focusing on routine maintenance within the Bayou.

## APPROVE MINUTES

The Board considered approving the minutes of the September 11, 2019, as submitted. Director Verma presented proposed revisions to the draft meeting minutes. Following review and discussion, Director Reed moved to approve the minutes of the September 11, 2019, regular meeting as submitted without Director Verma's revisions. Director Kallina seconded the motion, the motion passed by a unanimous vote.

## AUDIT FOR FISCAL YEAR END JUNE 30, 2019

Ms. Hanna distributed and reviewed with the Board the District's draft audit for the fiscal year ended June 30, 2019. After review and discussion, Director Reed moved to approve the audit for the fiscal year ended June 30, 2019, subject to final review, authorize filing of the audit with Texas Commission on Environmental Quality and all appropriate parties, and direct that the audit be filed appropriately and retained in the District's official records. Director Beck seconded the motion, which passed by unanimous vote.

## RENEWAL OF DISTRICT'S INSURANCE POLICIES

There was no action on this agenda item.

## 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 2019 taxes were 0% collected as of September 30, 2019. After review and discussion, Director Beck moved to approve the tax assessor/collector's report and authorize payment of the bills presented for payment from the tax account. Director Kallina 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 Kallina moved to approve the bookkeeper's report, the investment report, and authorize payment of bills as presented. Director Beck seconded the motion, which passed by unanimous vote.

## DISCUSS RESPONSE TO SUBPOENA

Mr. Austin updated the Board regarding a subpoena received from the Fort Bend County District Attorney in response to a complaint made by Director Verma. He reported that all the District's consultants and Directors should submit all documents requested by the subpoena to ABHR as soon as possible. In response to questions from

the Board, Mr. Austin provided an overview of what possible documents could be related to this subpoena. No action was taken by the Board at this time.

#### MOWING AND MAINTENANCE OF DISTRICT FACILITIES

There was no discussion on this agenda item.

#### CONSIDER AMENDMENT TO AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES WITH MILLER & ASSOCIATES

There was no discussion on this agenda item.

#### ENGINEERING MATTERS

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

#### DEVELOPMENT ISSUES

In response to questions from the Board, Mr. Miller updated the Board regarding construction of the Mission Bend Community Center outfall that drains into the Bayou noting M&A will continue to monitor the situation until the outfall meets the standards required by Fort Bend County.

#### DEEDS AND EASEMENTS

There was no report on deeds and easements.

#### DISTRICT MAINTENANCE AND 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

There was no discussion on this agenda item.

#### REMOVE SILT AND SHAPE CENTER CHANNEL OF BAYOU

Mr. Miller requested approval of Job Assignment Form No. 19-007 to remove silt and shape center channel of Bayou. Following discussion, Director Reed moved to approve the proposal. Director Beck seconded the motion. The motion passed by 4-0 vote with Director Verma abstaining from the vote.

### OUTFALL REPAIRS

Mr. Miller next updated the Board regarding the outfall repair west of Sugarland-Howell Road along the south side of the Bayou.

Mr. Miller updated the Board regarding the outfall repair along the southeast side of the Bayou near Addicks-Clodine Road.

### OTHER ENGINEERING MATTERS

There was no discussion on this agenda item.

### 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, APPROVE PAY ESTIMATES AND CHANGE ORDERS, AND AUTHORIZE FINAL ACCEPTANCE AS APPROPRIATE.

Mr. Haddock updated the Board on the status of the design of Phase 1 of the Hike & Bike Trail Extension.

### RECREATIONAL FACILITIES AND AMENITIES

There was no discussion on this agenda item.

### PROPERTY ACQUISITION

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

### DISTRICT WEBSITE

Mr. Campbell updated the Board regarding the District's website.

### DISCUSS MEETING SCHEDULE

The Board concurred to conduct the next regular meeting on November 13, 2019, at 4:45 p.m. at the Keegans Wood Clubhouse, located at 9600 Keegans Wood Drive, Houston, Texas, 77083.

Director Beck requested Board approval to attend the Fall AWBD Seminar on October 30, 2019. Following discussion, the Board concurred to approve all interested Directors to attend the Fall AWBD Seminar.

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

[EXECUTION PAGE TO FOLLOW]

(SEAL)



  
Secretary, Board of Directors

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