

MINUTES
WEST KEEGANS BAYOU IMPROVEMENT DISTRICT

June 9, 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 9th day of June, 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, Chris IgWio, and additional residents of the District; various members of the public; Jennifer Hanna of BKD, LLP; 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. There being 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 Website Report from the consent agenda. Following

discussion, Director Beck then moved to approve all items on the consent agenda, except for the Minutes and Website Report. Director Emerson 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. Following review and discussion, Director Emerson the motioned to approve the minutes, as presented. Director Beck seconded the motion, which passed by 4-1 vote with Director Thompson opposed.

DISTRICT WEBSITE MATTERS

Director Thompson discussed his proposed changes to the District website. He then motioned to add a form on the website where residents can attach or upload photos to discuss District matters. Following further discussion, Director Thompson withdrew his motion.

ENGAGE AUDITOR TO CONDUCT AUDIT FOR FISCAL YEAR END JUNE 30, 2021

Ms. Hanna presented and reviewed with the Board an engagement letter from BKD to perform the District's audit for the fiscal year ending June 30, 2021. She stated that the estimated cost to perform the audit is \$16,200, plus expenses. Following review and discussion, Director Kallina moved to engage BKD to perform the audit for the fiscal year ending June 30, 2021, authorize the execution of the engagement letter, and direct that the letter be filed appropriately and retained in the District's official records. Director Emerson seconded the motion, which passed by unanimous vote.

Director Beck left the meeting.

APPROVE DEPOSITORY PLEDGE AGREEMENT WITH ALLEGIANCE BANK

Director Beck joined the meeting.

The Board considered approving a Depository Pledge Agreement with Allegiance Bank for the District's tax account. Following review and discussion, Director Kallina moved to approve the Depository Pledge Agreement with Allegiance Bank. Director Emerson seconded the motion, which passed unanimously.

AUTHORIZE DELINQUENT TAX ATTORNEY TO PROCEED WITH THE COLLECTION OF DELINQUENT TAXES

The Board considered authorizing the District's delinquent tax attorney to proceed with the collection of delinquent 2020 taxes on July 1, 2021. After discussion, Director Beck moved to authorize the District's delinquent tax attorney to proceed with

the collection of delinquent 2020 taxes. Director Bagley seconded the motion, which passed by unanimous vote.

ENGINEERING MATTERS

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

DEVELOPMENT ISSUES

Mr. Miller addressed the Board regarding development matters within the District. He requested Board authorization to post storm drainage design direction on the District website to provide direction to new developments within the District.

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. 2 in the amount of \$131,032.75 and Change Order No 2 to add 12 contract days to the total construction period for the contract with Environmental Allies, Inc. ("EA"). The Board concurred that Change Order No. 2 was beneficial to the District.

OUTFALL REPAIRS

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

Following review and discussion, Director Beck moved to (1) approve the engineer's report; (2) authorize M&A to post storm drainage design direction on the District website to provide direction to new developments within the District; (3) approve Pay Estimate No. 2 in the amount of \$131,032.75 to the contract with EA for the sediment removal and slope restoration, phase 1 and 2; and (4) approve Change Order No. 2 to the contract with EA for the sediment removal and slope restoration, phase 1 and 2 to increase the total construction period by 12 day, based upon the Board's determination that the Change Order is beneficial to the District and the engineer's recommendation. Director Emerson 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"). Director Emerson then motioned to cancel the contract with D.L. Meacham LP ("DLM") for the construction of Phase 1. Mr. Austin then discussed the legal requirements involved of terminating a construction contract and the costs associated with soliciting bids for finishing Phase 1 with another contractor. Director Emerson withdrew his motion to terminate the contract. Discussion ensued regarding scheduling a special Board meeting later in the month to request DLM to provide a status update and considerations related to canceling the construction contract, if necessary.

RECREATIONAL FACILITIES AND AMENITIES

Mr. Haddock then addressed the Board regarding the Trail Signage replacement with Bakers' Sign Co. ("BSC"). He reported that BSC has provided a proposal of \$825 per sign or \$9,705 in total to provide all necessary appurtenances to apply an anti-graffiti coating to the existing trail signs.

Following review and discussion Director Emerson moved to (1) approve the Landscape Architects report; and (2) approve the proposal from BSC in the amount of \$9,705 to provide all necessary appurtenances to apply an anti-graffiti coating to the existing trail signs. Director Beck seconded the motion, which passed by a unanimous vote.

DIRECTOR MATTERS

Discussion ensued regarding Director matters.

SECURITY CAMERAS

The Board then discussed possibility of installing security cameras along the Bayou and designating a Director to interface with contractors regarding security cameras and present to the Board at the next meeting. Following discussion, the board concurred to designate Director Emerson as the Director in question.

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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