

MINUTES
WEST KEEGANS BAYOU IMPROVEMENT DISTRICT

November 10, 2021

The Board of Directors of West Keegans Bayou Improvement District, Fort Bend and Harris Counties, Texas will hold a regular meeting on Wednesday, November 10, 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 were residents of the District; Candy Fair of Renn Road Municipal Utility District ("Renn Road"); Mike Parker of MMP Services; 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 the opportunity to make public comment. There being no members of the public requesting to make public comment, Director Emerson moved to the next agenda item.

CONSENT AGENDA

Director Emerson offered Board members and consultants the opportunity to remove items from the consent agenda for individual discussion. Mr. Austin requested the Board remove the Minutes from the consent agenda. Director Thompson requested that they remove the Bookkeeping Matters and District Website items from the consent agenda. Following discussion, Director Thompson then moved to approve all items on the consent agenda except for the items 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.

APPROVE MINUTES

The Board considered approving the minutes of the October 13, 2021, regular meeting. Ms. Huston discussed proposed changes to the minutes. Following review and discussion, Director Thompson moved to approve the minutes of the previous meeting as amended. Director Beck seconded the motion, which passed by unanimous vote.

FINANCIAL AND BOOKKEEPING MATTERS

Discussion ensued regarding the Bookkeepers report. A copy of which is attached. Following review and discussion, Director Thompson moved to approve the bookkeeper's report, the investment report, authorize payment of bills as presented. Director Beck seconded the motion, which passed by unanimous vote.

DISTRICT WEBSITE MATTERS

Director Thompson addressed the Board regarding his comments to the District website. Discussion ensued. Mr. Haddock reported he will provide pictures of the District's completed trail project for posting on the District website.

RENEWAL OF DISTRICT'S INSURANCE POLICIES

Ms. Huston stated the District's insurance policies are set to expire December 14, 2020, He then presented and reviewed a renewal proposal for insurance from the District's current provider, HARCO Insurance Services ("HARCO"), and noted that the renewal premium is \$7,758.00. After review and discussion, Director Kallina moved to approve the renewal insurance proposal from HARCO, and direct that the proposal be filed appropriately and retained in the District's official records. Director Emerson seconded the motion, which carried unanimously.

ANNUAL REVIEW OF INVESTMENT POLICY

The Board conducted an annual review of the District's Investment Policy. Mr. Austin reviewed a Resolution Regarding Annual Review of Investment Policy with the Board, and the Board concurred that no changes were necessary to the current policy. Following review and discussion, Director Emerson moved to adopt a Resolution Regarding Annual Review of Investment Policy reflecting that the current policy will remain in effect and direct that the resolution be filed appropriately and retained in the District's official records. Director Bagley seconded the motion, which passed by unanimous vote.

RESOLUTION ESTABLISHING THE AUTHORIZED DEPOSITORY INSTITUTIONS

The Board took no action on this agenda item.

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.

BAYOU REHABILITATION

Mr. Miller updated the Board regarding the status of Bayou Rehabilitation matters.

SECURITY CAMERAS

Mr. Miller updated the Board regarding a Request for Proposal to solicit proposals for security surveillance along the District's trails. The Board considered setting up a special meeting before the next regular meeting to consider proposals for security services. No action was taken at this time.

OUTFALL REPAIRS

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

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 stated the project is complete, but he would like to set up a walk through with two directors to inspect the project and address punch list items. The Board concurred that Directors Emerson and Thompson would attend the walk through with 7Gen.

RECREATIONAL FACILITIES AND AMENITIES

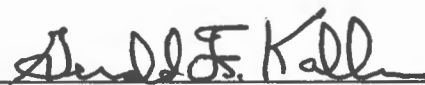
Mr. Haddock then updated the Board regarding the Trail Signage replacement with Bakers' Sign Co ("Baker"). He reported that Baker installed the signs at the incorrect locations and will remedy prior to 7Gen accepting the project.

DIRECTOR MATTERS

Discussion ensued regarding Director matters.

Director Emerson addressed the Board regarding a letter received from the Harris County Flood Control District ("HCFCD") addressed to Director Thompson and previous Board member, Amarjit Verma, regarding the Keegans Bayou Feasibility Study Workgroup. He requested that in the future the Board be made aware of projects such as this as it is important to the District's purpose. In response to questions from the Board, Director Thompson provided an overview of his attendance at the events.

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.....	1
Tax Assessor Collector's Report.....	1
Engineering report.....	3
Landscape Architect's Report	3