

MINUTES  
WILLOW FORK DRAINAGE DISTRICT

February 10, 2022

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met by regular session, open to the public, on the 10<sup>th</sup> day of February, 2022, at the offices of LJA Engineering, Inc., 1904 West Grand Parkway North, Suite 100, Katy Texas 77449, outside the boundaries of the District, and the roll was called of the members of the Board:

Wendy Duncan	President
Gregg Nady	Vice President
John Savage	Secretary
Alexander "Alec" Bray	Assistant Vice President
Joseph S. Robinson	Assistant Secretary

and all the above were present, thus constituting a quorum.

Also attending the meeting were either in person or by telephone were: Katie May and Robert Miller of Inframark Water & Infrastructure Services ("Inframark"); Jerry Schroeder, Marie Newsome and Luis Cebrian of Champions Hydro-Lawn ("Champions"); Craig Kalkomey of LJA Engineering ("LJA"); Glen Jarrett of TBG Partners; Tom Crayton of F. Matuska, Inc.; Yvonne Arceneaux, District Park Manager and Cristen Wiatr; Harry H. Thompson and Jane Miller of Allen Boone Humphries Robinson LLP ("ABHR").

COMMENTS FROM DISTRICT RESIDENTS

Director Duncan offered any members of the public attending the meeting the opportunity to make public comment. There being no members of the public wishing to make comments, Director Duncan moved to the next agenda item.

2022 DIRECTORS ELECTION

Mr. Thompson discussed procedures related to the 2022 Directors Election. He reviewed an Order Calling Directors Election.

Mr. Thompson discussed that Notice of Election may be required to be posted or published and provided to the County Clerk and Voter Registrar of Fort Bend County.

Following review and discussion, Director Nady moved to (1) adopt the Order Calling Directors Election and direct that the Order be filed appropriately and retained in the District's official records; and (2) authorize the Secretary's agent to post or

publish and provide to the County Clerk and Voter Registrar Notice of Election, if required, and to direct that the Notice be filed appropriately and retained in the District's official records. Director Savage seconded the motion, which passed unanimously.

#### APPROVE MINUTES

The Board reviewed the minutes of the January 13, 2022, regular meeting. Director Nady moved to approve the minutes, as amended. Director Bray seconded the motion, which passed unanimously.

#### TAX ASSESSOR/COLLECTOR'S REPORT

The Board received and reviewed the County tax collection report, a copy of which is attached. No action was taken.

Mr. Thompson reviewed a Resolution Concerning Exemptions from Taxation. Director Savage then moved to adopt a Resolution Concerning Exemptions from Taxation granting a \$70,000 exemption for persons over 65 and/or disabled. Director Bray seconded the motion which passed unanimously.

#### FINANCIAL AND BOOKKEEPING MATTERS

Mr. Crayton reviewed the bookkeeper's report and the quarterly investment report, copies of which are attached.

After review and discussion, Director Nady moved to approve the bookkeeping report, as amended, and authorize payment of the bills. Director Bray seconded the motion, which passed unanimously.

The Board discussed the Association of Water Board Directors winter conference. The Board then considered authorizing attendance at the summer conference. After review and discussion, Director Nady moved to approve reimbursement of all eligible expenses for Directors who attended the winter conference, which the bookkeeper confirmed were submitted in accordance with the District's guidelines, and to authorize attendance of any interested Directors at the summer conference. Director Savage seconded the motion, which passed unanimously.

#### UPDATE ON FEMA CLAIM AND MAINTENANCE OF STORM SEWER LINES

Ms. May updated the Board on the total reimbursement received for the Diversion Channel project from the Federal Emergency Management Agency ("FEMA") and the status of projects pending approval for funding.

Mr. Miller reviewed a Storm Line Maintenance Report, a copy of which is attached, and reviewed a proposal to remove a tree, perform an inspection and raise a manhole at 3903 Diamondale Court.

Following review and discussion, and based on the operator's recommendation, Director Bray moved to (1) approve the Storm Line Maintenance Report; and (2) authorize work, as discussed, for 3903 Diamondale Court for an amount not to exceed \$1,700. Director Savage seconded the motion, which passed unanimously.

OPERATOR'S REPORT, INCLUDING AUTHORIZING DITCH MAINTENANCE,

Mr. Schroeder reviewed the operator's report, a copy of which is attached, reviewed the status of the ditches and channels, as well as certain trails.

ENGINEER'S REPORT

Mr. Kalkomey reviewed the engineer's report, a copy of which is attached.

Mr. Kalkomey first discussed a proposed policy change for the issuance of no objection letters related to detention required by the District as a response to recent adoption of Atlas 14 and other watershed updates by Fort Bend County, Harris County, and the City of Houston. Following review and discuss, the Board concurred to authorize the policy change.

Mr. Thompson reviewed a proposed Interlocal Agreement with Cinco Municipal Utility District No. 1 for Hog removal.

Mr. Kalkomey reviewed options for proposed Change Order No. 1 to the to the contract with Compact Tx. for Va1, Va9 and Va12 slope erosion repair. Following review, the Board concurred that option 2 for Change Order No. 1, related to repairs specifically in Va1 and Va9, was beneficial to the District.

Mr. Kalkomey discussed plans for and requested the Board authorize LJA to advertise for bids for the Va1a outfall replacement.

Following review and discussion, and based on the engineer's recommendation, Director Savage made a motion to (1) approve the engineering report; and (2) approve Option No. 2 for Change Order No. 1 to the contract with Compact Tx., based upon the Board's finding that the Change Order is beneficial to the District and the engineer's recommendation. Director Nady seconded this motion, which carried unanimously.

The Board concurred to defer action to approve the plans and specifications and to authorize the engineer to advertise for bids for Va1 outfall replacement.

PHASE II SMALL MS4 GENERAL PERMIT AND STORM WATER MANAGEMENT PLAN

There was no discussion for this agenda item.

PROJECT BARKER

Mr. Kalkomey updated the Board regarding the status of funding from the Texas Water Development Board and reviewed a proposed Right of Entry and Archaeological Resources Protection Act ("ARPA") Permit from the United States Army Corps of Engineers to complete the field work required for the geotechnical, environmental, and cultural resources investigations of the Project area. Following review and discussion, Director Nady moved to authorize execution of the Right of Entry and ARPA permit. Director Bray seconded the motion, which passed unanimously.

Mr. Thompson updated the Board regarding meetings with Project stakeholders to request a commitment of funding for the Project.

PARK MATTERS

The Board considered approving a contract with GOAT Boxing for H-Town Sports Day scheduled for February 26, 2022. Following review, Director Savage moved to approve the contract. Director Bray seconded the motion, which passed unanimously.

Mr. Jarrett updated the Board on completion and installation of the trail etiquette signage.

DIRECTOR AND COMMITTEE REPORTS AND MEETING MATTERS

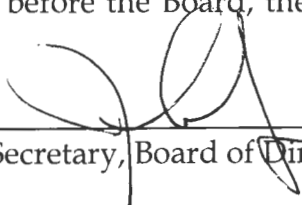
Director Duncan reported regarding Houston Stronger meetings and events.

Director Robinson discussed current events.

Mr. Thompson reported regarding recent matters related to the District's security committee.

There being no further business to come before the Board, the Board concurred to adjourn the meeting.



  
Secretary, Board of Directors