

MINUTES
WILLOW FORK DRAINAGE DISTRICT

March 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 10th day of March, 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 and Marie Newsome of Champions Hydro-Lawn ("Champions"); Craig Kalkomey of LJA Engineering ("LJA"); Tom Crayton of F. Matuska, Inc. ("FMI"); Maeve Burns of TBG Partners ("TBG"); Yvonne Arceneaux, District Park Manager; Karen Kottke of AECOM; 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.

APPROVE MINUTES

The Board reviewed the minutes of the February 10, 2022, regular meeting. Director Savage moved to approve the minutes, as submitted. 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.

APPROVE ANNUAL REPORT IN ACCORDANCE WITH CONTINUING DISCLOSURE OF INFORMATION AGREEMENT

Mr. Thompson reviewed an Annual Report containing updated financial and operating data to be filed in accordance with the continuing disclosure provisions contained in the bond resolutions. He stated that the District is required to file certain financial and operating data with the Municipal Securities Rulemaking Board through the Electronic Municipal Market Access ("EMMA") system in compliance with SEC Rule 15c12-12. Following review and discussion, Director Savage moved to approve the Annual Report, as amended, authorize the attorney to submit the District's updated financial and operating data to EMMA in compliance with the continuing disclosure provisions contained in the bond resolutions and direct that the Report be filed appropriately and retained in the District's official records. Director Bray seconded the motion, which carried unanimously.

ANNUAL REVIEW OF PROCEDURES FOR CONTINUING DISCLOSURE COMPLIANCE

The Board reviewed the District's procedures for continuing disclosure compliance and determined that no changes are required at this time.

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 Savage moved to approve the bookkeeping report, and authorize payment of the bills, including handwritten check no. 9184 in the amount of \$178,807.50, payable to Compact TX, Inc. ("Compact") for Pay Estimate No. 1 of the Erosion Repairs on Va1, Va9, and Va12 project. Director Bray seconded the motion, which passed unanimously.

Mr. Crayton submitted his resignation as bookkeeper to the Board and said that he will continue to work on the District until the Board has hired a replacement bookkeeping firm and all records have been transferred to the new bookkeeper. Following review and discussion, Director Nady moved to (1) accept FMI's resignation; (2) authorize ABHR to send correspondence to FMI requesting transfer of bookkeeping records; and (3) authorize ABHR to solicit proposals for bookkeeping services for review and discussion at the April 14, 2022, Board meeting. Director Bray 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 discussed Inframark's annual pricing index increase, a copy of which is also attached.

There were no items in Inframark's report requiring Board action.

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.

There were no items in Champions' report requiring Board action.

ENGINEER'S REPORT

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

Mr. Kalkomey first discussed a request from Fort Bend County's right of way agent for the benefit of the Texas Department of Transportation ("TXDOT") for conveyance of a parcel of land needed for the expansion of the Grand Parkway. Mr. Kalkomey said that the District's stormwater facilities located within the parcel will be maintained by TXDOT. Following discussion, and based on the engineer's recommendation, the Board concurred to authorize LJA and ABHR to move forward to complete the conveyance.

Mr. Kalkomey reviewed options for proposed Change Order No. 2 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. 2, related to repairs specifically in Va12, was beneficial to the District. Following review and discussion, Director Nady moved to approve Option No. 2 for Change Order No. 2 to the contract with Compact, based upon the Board's finding that the Change Order is beneficial to the District and the engineer's recommendation. Director Savage seconded the motion, which passed unanimously.

Mr. Kalkomey discussed plans for and requested the Board authorize LJA to advertise for bids for the Va1a outfall replacement. Following discussion, and based on the engineer's recommendation, the Board concurred to authorize LJA to advertise for bids for outfall replacement with interceptor work bid as an alternate.

Discussion ensued regarding a request from Fort Bend County Municipal Utility District No. 185's ("No. 185") for confirmation from the District that construction of residential structures within the part of the wastewater treatment plant sanitary control easement that overlaps a Willow Fork Drainage Ditch is prohibited. Following review and discussion, Director Nady moved to authorize LJA and ABHR to work together to provide the confirmation requested by No. 185. Director Brady seconded the motion, which passed unanimously.

Following review and discussion, and based on the engineer's recommendation, Director Nady made a motion to (1) approve the engineering report; and (2) authorize LJA to advertise for bids for the Va1a outfall replacement. Director Bray seconded this motion, which carried unanimously.

EMERGENCY PREPAREDNESS PLAN

Mr. Thompson said that Senate Bill 361 adopted during the 2009 legislative session requires all retail and wholesale water suppliers to submit to the county judge, the county office of emergency management, the Public Utilities Commission, and the Governor's emergency management office an emergency preparedness plan, including annual updates, if necessary. Following review and discussion, the Board concurred to authorize LJA and ABHR to work together to make any necessary updates and to file the updated emergency preparedness plan with the appropriate agencies.

PHASE II SMALL MS4 GENERAL PERMIT AND STORM WATER MANAGEMENT PLAN

Ms. Kottke reviewed a draft Phase II MS4 annual report which is due on April 23, 2022. Following review and discussion, the Board concurred to defer discussion for the March 28, 2022, Board meeting.

PROJECT BARKER

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

Ms. Kalkomey discussed options for Fort Bend County to donate county time and equipment towards the project as a donation in lieu of funds.

PARK MATTERS

Ms. Arceneaux updated the Board on the rescheduled H-Town Sports Day events. She also discussed security issues during a recent Central Green concert.

Ms. Burns updated the Board on completion of the Central Green shade structure.

DIRECTOR AND COMMITTEE REPORTS AND MEETING MATTERS

Director Duncan reported regarding Houston Stronger meetings and events.

Director Robinson discussed current events.

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



Secretary, Board of Directors

(SEAL)

