

WILLOW FORK DRAINAGE DISTRICT PARK MATTERS

June 30, 2022

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met by regular session, open to the public, on the 30th day of June 2022 at the offices of LJA Engineering, Inc., 1904 West Grand Parkway North, Suite 100, Katy, Texas 77449, outside the boundaries of the District, with supplemental access by telephone available to the public, and the roll was called of the members of the Board:

Wendy Duncan	President
Gregg Nady	Vice President
John Savage	Secretary
Alec Bray	Assistant Vice President
Joe Robinson	Assistant Secretary

and all of the above were present, except Director Bray, thus constituting a quorum.

Also attending either in person or by teleconference were: David Drake, Director of Cinco Municipal Utility District No. 7 ("Cinco 7"); Cristen Wiatr, District Administrator; Matt Klein of TBG Partners ("TBG"); Lisa Rickert and Cara Sliva of Artesian Financial Services ("Artesian"); Craig Kalkomey and Isaac Muniz of LJA Engineering ("LJA"); Matthew Dunn and Andrew Dunn of On-Site Protection LLC; Marie Newsom and Luis Cebrian of Champions Hydro-Lawn, Inc. ("Champions"); Yvonne Arceneaux, District Park Manager; and Harry H. Thompson and Meagan Guilmenot of Allen Boone Humphries Robinson LLP ("ABHR").

Due to the COVID-19 Virus, the District established a telephone option for members of the public to listen to the meeting and to address the Board. No members of the public were on the telephone.

COMMENTS FROM THE PUBLIC

Director Duncan offered any members of the public attending the meeting the opportunity to make a public comment.

Mr. Drake and the Board discussed brush, weeds, and high grass issues in the park.

Director Duncan updated the Board on the status of the sound walls pertaining to the District and Cinco 7.

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Mr. Drake updated the Board on the status of the crosswalk located at Rachel's Manor.

MINUTES

The Board next considered approving the minutes of the May 26, 2022 parks meeting. Director Nady moved to approve the minutes, as discussed. Director Savage seconded the motion, which carried unanimously.

SECURITY REPORT

Mr. Dunn reviewed the security report with the Board, a copy of which is attached.

Director Nady requested Champions to look into the graffiti located at Cinco Ranch Boulevard and Westheimer Parkway.

The Board discussed motorized vehicles in the park and rules and regulations for public safety.

Mr. Thompson requested that the Board execute the security agreement between the District and Cinco Municipal Utility District No. 12 ("Cinco 12"), which was previously approved by the Board in December 2021.

Following review and discussion, Director Savage moved to execute the Cinco 12 security agreement. Director Nady seconded the motion, which carried unanimously.

FRIENDS OF THE PARK

Mr. Stillman discussed upcoming park and community programs in progress.

Mr. Stillman requested that ABHR assist with the preparation of a Vietnamese translation for the railroad crossing program at Willow Fork Park.

BOOKKEEPER'S REPORT

Ms. Rickert reviewed the bookkeeper's report for parks, a copy of which is attached. Ms. Rickert updated the Board on the status of Artesian's onboarding process.

Discussion ensued regarding North Fort Bend Water Authority fees and water usage.

Ms. Sliva and the Board reviewed and discussed the parks' accounts.

The Board discussed the parks' budget and reviewed the consultant's invoices and classifications.

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Mr. Thompson requested Artesian to revise their report separating the year-to-date, year-to-date annual, and overall budget columns.

Ms. Sliva stated that Artesian will re-classify the consultant's expenses on their reports moving forward.

Mr. Thompson stated for the next Board meeting, ABHR will add an agenda item relating to amending the District's budget for the Board's consideration and discussion. The Board concurred to hold a budgeting workshop with all consultants in the near future and requested ABHR to coordinate scheduling.

The Board discussed outfall replacement and desilting reserve funds for future consideration. Director Duncan requested that LJA and Champions create a plan for the outfall replacement to incorporate into the District's Capital Improvement Plan ("CIP").

Ms. Rickert requested the Board's authorization to issue blank checks relating to the director's reimbursement payments for the association of water board directors summer conference.

After review and discussion, and based on the bookkeeper's recommendation, Director Nady moved to approve the bookkeeper's report and payment of the bills, subject to the recommendations and the discussed necessary changes Director Savage seconded the motion, which carried unanimously.

DISCUSS LACENTERRA'S INSURANCE RENEWAL REQUEST AND AUTHORIZE APPROPRIATE ACTION

Mr. Thompson stated that the ownership for La Centerra has changed to Poag Shopping Centers. Mr. Thompson stated that for insurance compliance requirements, the insurance form will need to be updated to reflect the current owner. He then requested that the Board authorize the execution of the updated insurance form. After review and discussion, Director Savage moved to authorize the execution of the updated insurance form. Director Nady seconded the motion, which carried unanimously.

CONSIDER INSURANCE PROPOSAL FOR CYBER LIABILITY COVERAGE AND ADDITIONAL PREMIUMS FOR ADDITIONAL SECURITY OFFICERS

There was no discussion on this agenda item.

CHAMPIONS MAINTENANCE REPORT

Mr. Cebrian reviewed the maintenance report for parks, a copy of which is attached, and updated the Board regarding the status of facilities and ongoing maintenance and repair.

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The Board discussed graffiti concerns and measures to help mitigate graffiti throughout the District. Mr. Cebrian presented a proposal for graffiti removal at the Va3 Westheimer Bridge in the amount of \$5,954.79.

Following review and discussion, and based off of Champions' recommendation, Director Savage moved to (1) approve Champions' report; and (2) approve Champions' proposal for graffiti removal, as discussed. Director Nady seconded the motion, which carried unanimously.

LANDSCAPE ARCHITECT REPORT

Mr. Klein reviewed the landscape architect's report, a copy of which is attached.

Mr. Klein reviewed and presented a preliminary proposed surplus analysis project spreadsheet for the Board's review. Discussion ensued.

Director Duncan stated that the District's primary objectives are (i) protecting the health, safety, and welfare of the District's residents; (ii) drainage, so that the Board may continue to protect the community; (iii) maintaining and adequately planning for the use of the remaining authorized, but unissued District's bonds; and (.v) upholding the District's property value.

Director Nady recommended a CIP that mirrors the drainage's plan as it relates to the potential trail projects.

After review and discussion, and based on the landscape architect's recommendation, Director Nady moved to approve the landscape architect's report, and direct the landscape architect to proceed accordingly with regards to the park bonds surplus funds. Director Bray seconded the motion, which carried unanimously.

ENGINEERING REPORT

Mr. Muniz discussed engineering matters. A copy of the engineering report is attached.

Mr. Muniz updated the Board regarding the Mid-Block Crossing project.

Mr. Muniz updated the Board regarding the Fry Road Underpass. The Board's consultants stated that they are working with the appropriate entities to establish the most cost-effective and efficient approach to acquire the recreational rights for construction.

Mr. Muniz updated the Board regarding Segment X, Y, and Z coordination with Fort Bend County. In response to an inquiry from Director Nady, Mr. Kalkomey stated

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that LJA and TBG will reach out to the United States Army Corps of Engineers regarding a path forward.

Mr. Muniz updated the Board regarding lights at SH 99 and Buffalo Bayou. Director Savage inquired about the lights located at the Westheimer Underpass. Mr. Kalkomey stated he would verify the price of installation and coordinate with TBG in this matter.

Mr. Munoz updated the Board regarding Exploration Park Pedestrian Crossing.

Mr. Kalkomey reported that LJA received complaints regarding the steepness of the backslope swale and interceptor structure south of Westheimer Parkway at the underpass. The Board discussed drainage slope concerns within the District.

Mr. Thompson reviewed and presented a water line easement between the District and Fort Bend County Municipal Utility District No. 124 (the "Easement") for the Board's approval and consideration.

After review and discussion, and based on the engineer's recommendation, Director Nady moved to (1) approve the engineering report; and (2) approve the Easement Director Bray seconded the motion, which carried unanimously.

Director Duncan discussed the resident's concerns regarding the volume of daycares attending Exploration Park. Discussion ensued on park rules and regulations.

ADDITIONAL TRAIL PROJECTS, INCLUDING MASTER COMMUNITY PLAN AND AUTHORIZE APPROPRIATE ACTION.

This agenda item was previously discussed under agenda item no. 9.

PROJECT BARKER AND AUTHORIZE APPROPRIATE ACTION

There was no discussion on this agenda item.

REPORT FROM EVENTS DIRECTOR AND PARKS COMMITTEE RECOMMENDATIONS

Ms. Arceneaux discussed recent and upcoming Central Green events.

Ms. Arceneaux requested the Board's approval to authorize a comedy night with a DJ scheduled to take place in August 2022, in the amount of \$4,000 for the Board's consideration.

Following review and discussion, Director Nady moved to approve the August 2022 comedy night, as discussed. Director Savage seconded the motion, which carried unanimously.

COMMUNICATIONS MATTERS

Director Duncan reviewed a communications report from April Renberg, a copy of which is attached, and discussed updates to the District website.

CURRENT EVENTS

Director Robinson discussed current events.

EXECUTIVE SESSION

At 2:25 p.m., the Board convened in Executive Session pursuant to Section 551.071 to conduct a private consultation with the District's attorney to discuss pending or contemplated litigation. Mr. Klein joined the Board in Executive Session.

OPEN SESSION

At 2:45 p.m., the Board reconvened in open session. Following review and discussion, Director Savage moved to authorize ABHR to negotiate with Johnson Fence related to its construction contract, related to the Central Green Shade Structure, along with other interim project milestones, as discussed in executive session. Director Nady seconded the motion, which carried unanimously.

INCLUSION ON NEXT AGENDA

The Board concurred to hold the next drainage meeting in person on July 14, 2022, at LJA's office located at 1904 West Grand Parkway North, Suite 100, Katy, Texas 77449, and the next parks meeting in person on July 28, 2022, at the same location.

There being no other business to come before the Board, the meeting was adjourned.

(SEAL)

Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Security report	2
Bookkeeper's reports	2
Champions maintenance report	3
Landscape architect's report.....	4
Engineering report.....	4
Communications report	6