

DRAFT

MINUTES WILLOW FORK DRAINAGE DISTRICT

July 14, 2022

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met by regular session, open to the public, on the 14th day of July, 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, except Director Duncan, thus constituting a quorum.

Also attending the meeting, 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"); Cara Silva of Artesian Financial Services ("Artesian"); Maeve Burns of TBG Partners; Cristen Wiatr, District Administrator; Yvonne Arceneaux, District Park Manager; Erin Mitchell and Jane Miller of Allen Boone Humphries Robinson LLP ("ABHR").

COMMENTS FROM DISTRICT RESIDENTS

Director Nady 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 Nady moved to the next agenda item.

APPROVE MINUTES

The Board reviewed the minutes of the June 9, 2022, regular meeting. Director Savage moved to approve the minutes, as discussed. Director Bray seconded the motion, which passed unanimously.

TAX ASSESSOR/COLLECTOR'S REPORT

The Board also reviewed a delinquent tax roll for 2021. Following discussion and review of the information provided by the County tax assessor collector, Director Bray moved to authorize the District's delinquent tax attorney to proceed with collection of delinquent 2021 taxes and the imposition of any authorized, additional penalties for

nonpayment necessary to cover the District's expense for the cost of collection. Director Savage seconded the motion and the motion passed unanimously.

Ms. Mitchell presented and reviewed a Summary of the 10/20 year write off of property taxes per Texas Property Tax Code Section 33.05 "Limitation on Collection of Taxes". Following review and discussion, Director Bray moved to authorize execution of the Summary of the 10/20 year write off of property taxes per Texas Property Tax Code Section 33.05 "Limitation on Collection of Taxes" and direct that it be filed appropriately and retained in the District's official records. Director Savage seconded the motion, which carried unanimously.

Ms. Mitchell discussed the "truth-in-taxation" property tax calculations and tax levy process for water districts and stated that Chapter 49 of the Texas Water Code establishes three main categories for water districts, based on a district's development status and/or tax rate. She reviewed the definitions for each of the three categories and said the Board must annually determine the District's category for that tax year and follow the associated notice and levy provisions in the Texas Water Code.

Discussion ensued regarding the District's development status. After fully considering relevant data, information, and statutory definitions, the Board determined that the District is a Developed District for the 2022 tax year.

Following review and discussion, Director Bray moved to adopt a Resolution Regarding Development Status for 2022 Tax Year establishing the District as a Developed district for the 2022 tax year pursuant to Section 49.23603, Texas Water Code; and direct that the Resolution be filed appropriately and retained in the District's official records. Director Savage seconded the motion, which passed unanimously.

Ms. Silva presented the County tax collection report.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Silva reviewed the bookkeeper's report, including the quarterly investment report, copies of which are attached,

Ms. Silva reviewed the District's budget for the fiscal year ending September 30, 2022 and reviewed a comparison of actual expenditures against the original budget adopted. The Board concurred to schedule a special budget workshop meeting on August 4, 2022, at 11:30 a.m.

After review and discussion, and based on the bookkeeper's recommendation, Director Bray moved to (1) approve the bookkeeping report and authorize payment of the bills, with the exception of voided check no. 9307. Director Savage seconded the motion, which passed unanimously.

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The Board discussed the AWBD summer conference and considered authorizing attendance at the winter conference. After discussion, Director Bray moved to approve reimbursement of all eligible expenses for Directors who attended the summer conference, which the District's bookkeeper confirmed are in compliance with the District's Travel Reimbursement Guidelines, and to authorize attendance of any interested Directors at the winter conference. Director Savage seconded the motion, which carried unanimously.

OPERATOR'S REPORT, INCLUDING AUTHORIZING DITCH MAINTENANCE,

Mr. Schroeder reviewed the operator's report, a copy of which is attached.

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 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.

ENGINEER'S REPORT AND PROJECT BARKER UPDATE

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

Mr. Kalkomey updated the Board re Fort Bend County Drainage District's ("FBCDD") plans to remove additional silt from Buffalo Bayou and the upstream end of the Diversion Channel and request that the District consider contracting for and paying to haul away the silt removed. He reviewed bids received for loading and hauling the material but said that LJA is still reviewing and evaluating bids received and will make a recommendation of award at the District's next regular parks meeting.

Mr. Kalkomey updated the Board on Project Barker matters, including an update on obtaining a field lease from the United States Army Corp of Engineers. Discussion ensued regarding upstream litigation matters and Fort Bend County's efforts to provide notice to homeowners who may be impacted by the flow easement.

PARK MATTERS

Ms. Burns reported regarding park maintenance.

Ms. Arceneaux and Director Nady discussed recent changes to security detail and supervision of same and Ms. Mitchell presented a Law Enforcement Services Agreement with new supervisor, Jesse Zamaripa. Following review and discussion, Director Bray moved to approve the Law Enforcement Services Agreement. Director Savage seconded the motion, which passed unanimously.

DIRECTOR AND COMMITTEE REPORTS AND MEETING MATTERS

Director Nady reported the District received the resignation of Wendy Duncan. Following discussion, the Director Robinson moved to (1) accept Wendy Duncan's resignation; and (2) appoint Director Bray to replace Ms. Duncan as the Board's liaison with Houston Stronger. Director Savage seconded the motion, which passed unanimously.

Director Robinson discussed current events.

EXECUTIVE SESSION

At 1:21 p.m., the Board convened in Executive Session pursuant to Section 551.071 for consultation with the District's attorneys regarding contemplated litigation. Ms. Mitchell and Ms. Miller were also present during executive session.

OPEN SESSION

At 1:34 p.m., the Board reconvened in Executive Session.

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

Secretary, Board of Directors

(SEAL)