

WILLOW FORK DRAINAGE DISTRICT
PARK MATTERS

July 28, 2022

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met by regular session, open to the public, on the 28th 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, with supplemental access by telephone available to the public, and the roll was called of the members of the Board:

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

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

Also attending either in person or by teleconference were: Cristen Wiatr, District Administrator; Lisa Rickert and Cara Sliva of Artesian Financial Services ("Artesian"); 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.

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

MINUTES

The Board next considered approving the minutes of the June 30, 2022 parks meeting. Director Savage moved to approve the minutes, as discussed. Director Bray seconded the motion, which carried unanimously.

SECURITY REPORT

Messrs. Andrew and Matthew Dunn reviewed the security report with the Board, a copy of which is attached.

FRIENDS OF THE PARK

The Board reviewed and discussed upcoming park and community programs in progress.

BOOKKEEPER'S REPORT

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

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

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

Mr. Thompson discussed the District's tax levy process and the three main categories for water districts, based on a district's development status and/or tax rate. Discussion ensued.

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.

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

There was no discussion on this agenda item.

DISCUSS HARRIS-FORT BEND COUNTIES MUNICIPAL UTILITY DISTRICT NO. 5 ACCESS AGREEMENT AND AUTHORIZE THE APPROPRIATE ACTION.

Mr. Thompson reviewed and presented the Access Agreement (the "Agreement") between Harris Fort Bend Counties Municipal Utility District No. 5 and District and requested the Board's approval of the Agreement. Following review and discussion, Director Bray moved to approve the Agreement, as presented and subject to attorney review. Director Savage seconded the motion, which carried unanimously.

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.

Mr. Cebrian presented a proposal for Willow Fork Park striping in the amount of \$12,006.00. Discussion ensued on additional areas within the District that need to be restriped and associated costs. After further discussion, the Board requested Champions to revise their proposal and create separate line items outlining costs associated with suggested work and concurred to table taking action on Champions' proposal until a later date.

Following review and discussion, and based off of Champions' recommendation, Director Savage moved approve Champions' report. Director Nady seconded the motion, which carried unanimously.

LANDSCAPE ARCHITECT REPORT

Mr. Thompson updated the Board on the status of the easements needed for Trails Package 4, Segment Q.

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.

Mr. Muniz updated the Board regarding Segment X, Y, and Z coordination with Fort Bend County.

Mr. Thompson reviewed and presented a proposal from Rapid Research, Inc. in the amount of \$900 to investigate the remaining 36.246-acre strip of land in the attached easement deed to Harris County Flood Control District ("HCFCD"). Following review and discussion, Director Savage moved to approve the proposal, as presented. Director Bray seconded the motion, which carried unanimously.

Mr. Muniz updated the Board regarding lights at SH 99 and Buffalo Bayou.

Mr. Muniz reviewed and presented a proposal for Fort Bend County Drainage District's ("FBCDD") plans to remove additional silt from Buffalo Bayou and the

upstream end of the Diversion. After review and discussion, the Board concurred to defer awarding the contract for the project until a later date.

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

The Board discussed drainage slope concerns within the District.

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

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

There was no discussion on this agenda item.

PROJECT BARKER AND AUTHORIZE APPROPRIATE ACTION

Mr. Thompson updated the Board on the status of Project Barker. The Board discussed Addicks/ Barker's community engagement. Mr. Thompson stated he will look into who will be the coordinating entity for providing notice to homeowners who were impacted.

DISCUSS PROTOCOL FOR SPECIAL EVENTS HOSTING MORE THAN 20 INDIVIDUALS AT WILLOW FORK PARK, EXPLORATION PARK, AND CENTRAL GREEN

The Board discussed protocol for events over 20 individuals within the District. Discussion ensued. After further discussion, the Board concurred to prohibit special events at the parks while upholding the first come, first serve to rule. The Board requested On-Site to monitor event activity and notify the security committee if any action needs to be taken.

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

There was no discussion on this agenda item.

CURRENT EVENTS

Director Robinson discussed current events.

DIRECTOR MATTERS, INCLUDING DISCUSSION OF BOARD VACANCY, BOARD NOMINEES, AND AUTHORIZE APPROPRIATE ACTION

The Board discussed considerations and procedures for appointing a new director. Mr. Thompson stated that he will follow up with Wendy Duncan, former president of the board on potential prospects and collaborate with April Renberg, the District's communications consultant regarding a newsletter advertising the board vacancy. There was no action taken on this agenda item.

EXECUTIVE SESSION

At 1:16 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 1:29 p.m., the Board reconvened in open session. Following review and discussion, Director Robinson moved to authorize ABHR to engage in settlement discussions with Johnson Fence, as discussed in executive session. Director Bray seconded the motion, which carried unanimously.

INCLUSION ON NEXT AGENDA

The Board concurred to hold the next special budget workshop meeting in person on August 4, 2022, at LJA's office located at 1904 West Grand Parkway North, Suite 100, Katy, Texas 77449, the drainage meeting in person on August 11, 2022, at the same location, and the next parks meeting in person on August 25, 2022, at the same location.

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

/s/John Savage

Secretary, Board of Directors



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