

MINUTES
WILLOW FORK DRAINAGE DISTRICT

August 11, 2022

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met by regular session, open to the public, on the 11th day of August, 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:

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| Vacant | 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, either in person or by telephone, were: Stephanie Trevino, resident of the District, Sarah Hubbell, resident of the District; Gregg Nady, Vice President of the District; Katie May and Robert Miller of Inframark Water & Infrastructure Services ("Inframark"); Jerry Schroeder and Shea Walker of Champions Hydro-Lawn ("Champions"); Craig Kalkomey of LJA Engineering ("LJA"); Cara Silva and Lisa Rickert of Artesian Financial Services ("Artesian"); Craig Rathmann of Rathmann & Associates; Maeve Burns of TBG Partners; Cristen Wiatr, District Administrator; Yvonne Arceneaux, District Park Manager; Aaron Carpenter and Megan Guilmenot of Allen Boone Humphries Robinson LLP.

COMMENTS FROM DISTRICT RESIDENTS

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

Ms. Trevino and Ms. Hubbell introduced themselves, provided background information to the Board, and expressed interest in the vacant position of the Board of Directors. The Board requested the prospective candidates submit their resumes for review and consideration.

APPROVE MINUTES

The Board reviewed the minutes of the July 14, 2022, regular meeting. Director Savage moved to approve the minutes, as discussed. Director Robinson 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 Savage 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 Robinson seconded the motion and the motion passed unanimously.

Ms. Rickert presented the County tax collection report. The Board then considered authorizing the submission of 2022 Effective Tax Rate Calculation Worksheets to Fort Bend County Tax Office. After further discussion, Director Savage moved to authorize the submission of 2022 Effective Tax Rate Calculation Worksheets to Fort Bend County Tax Office. Director Robinson seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Rickert and Sliva reviewed the bookkeeper's report, including the quarterly investment report, copies of which are attached. Ms. Rickert noted three voided checks that will be reissued under check no. 9320. The Board reviewed the supplemental report, prepared by Artesian outlining the consultant's categories. Discussion ensued on the consultant's budgets. Ms. Sliva stated that Artesian will redistribute a revised bookkeeper's report reflecting the correct numbers for payroll. Ms. Rickert reported that the District did not receive a check from Cinco Municipal Utility District No. 12 ("Cinco 12") in the amount of \$125,000 due to fraud. Discussion ensued. After further discussion, the Board requested Artesian to coordinate with Cinco 12 to reissue a check for the same amount.

Ms. Sliva 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. After discussion, The Board concurred to defer the adoption of the budget for the fiscal year ending September 30, 2022, until the upcoming drainage meeting.

Following review and discussion, Director Bray moved to approve the bookkeeping report and authorize payment of the bills, subject to the discussed necessary changes. 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. Mr. Schroeder reviewed and presented a proposal from Champions in the amount of \$12,006.00 for Willow Fork Park striping. The Board reviewed the scope of work and requested Champions remove item B on the proposal.

After review and discussion, Director Savage moved to (1) approve Champions' report; and (2) approve Champions' proposal for restriping, excluding item B, as amended, and discussed. Director Robinson seconded the motion, which passed unanimously.

Mr. Rathmann discussed homestead tax exemptions and stated he has no further changes or updates regarding the proposed tax rate or budget since the District's recent budget workshop meeting.

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.

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

ENGINEER'S REPORT AND PROJECT BARKER UPDATE

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

Mr. Muniz updated the Board regarding Fort Bend County Drainage District's plans to remove additional silt from Buffalo Bayou and the upstream end of the Diversion Channel and requested that the District consider contracting for and paying to haul away the silt removed. He reported that LJA received bids for silt removal and recommended awarding the contract to the low bidder, JBRI Construction ("JBRI") in the amount of \$556,612.00. The Board concurred that, in its judgment, JBRI was a responsible bidder who would be most advantageous to the District and would result in the best and most economical completion of the project. After discussion, and based on the engineer's recommendation, Director Savage moved to award the contract to JBRI. Director Robinson seconded the motion which passed unanimously.

Mr. Muniz updated the Board on Project Barker matters, including an update on obtaining a field lease from the United States Army Corp of Engineers.

PARK MATTERS

Ms. Arceneaux updated the Board on Central Green matters. Director Savage and Mr. Carpenter reported that Canyon Gate residents requested a representative of the District to attend their upcoming homeowner's association ("HOA") meeting to discuss Project Barker matters. Discussion ensued regarding attendees and

representatives who should attend the HOA meeting. Mr. Carpenter stated that he would look into this matter.

DIRECTOR AND COMMITTEE REPORTS AND MEETING MATTERS

Director Bray reported regarding Houston Stronger meetings and events.

Director Robinson discussed current events.

The Board discussed considerations and procedures for appointing a new director.

EXECUTIVE SESSION

The Board did not convene in Executive Session.

OPEN SESSION

This item was not necessary.

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

/s/John Savage
Secretary, Board of Directors

(SEAL)

