

MINUTES
WILLOW FORK DRAINAGE DISTRICT

October 13, 2022

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met by regular session, open to the public, on the 13th day of October 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:

John Savage	President
Gregg Nady	Vice President
Sarah Hubbell	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; Robert Miller of Inframark Water & Infrastructure Services ("Inframark"); Jerry Schroeder of Champions Hydro-Lawn ("Champions"); Craig Kalkomey of LJA Engineering ("LJA"); Lisa Rickert and Cara Sliva of Artesian Financial Services ("Artesian"); Cristen Wiatr, District Administrator; Yvonne Arceneaux, District Park Manager; Harry H. Thompson and Meagan Guilmenot of Allen Boone Humphries Robinson LLP ("ABHR").

COMMENTS FROM DISTRICT RESIDENTS

Director Savage 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 Savage moved to the next agenda item.

APPROVE MINUTES

The Board reviewed the minutes of the September 8, 2022, regular meeting. Director Hubbell moved to approve the minutes, as discussed. Director Nady seconded the motion, which passed unanimously.

TAX ASSESSOR/COLLECTOR'S REPORT

Ms. Rickert presented the County tax collection report.

FINANCIAL AND BOOKKEEPING MATTERS

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

Ms. Rickert reviewed the District's budget for both parks and drainage, for the fiscal year ending September 30, 2022 and reviewed a comparison of actual expenditures against the original budget adopted.

Following review and discussion, Director Bray moved to approve the bookkeeper's report. Director Hubbell 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 two proposals from Champions for the (i) Va3-2W Interceptor pipe replacement in the amount of \$34,333.50 and for (ii) Willow Fork Park tree removal in the amount of \$7,800.00. Discussion ensued. Following discussion, The Board requested LJA to solicit three bids for the Va3-2W Interceptor pipe replacement for the Board's review and consideration at the next meeting.

After review and discussion, Director Savage moved to (1) approve Champions' report; (2) approve Champions' proposal for Willow Fork Park tree removal, subject to ABHR coordinating with Katy Independent School District; and (3) authorize LJA to solicit three bids for the Va3-2W Interceptor pipe replacement. Director Bray seconded the motion, which passed unanimously.

UPDATE ON FEMA CLAIM AND MAINTENANCE OF STORM SEWER LINES

Mr. Miller 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.

Mr. Miller requested the Board's approval to backfill sinkholes and re-seal the storm drain in the amount of \$1,500.

Following review and discussion, Director Hubbell moved to authorize Inframark to backfill sinkholes and re-seal the storm drain in the amount of \$1,500. Director Nady seconded the motion, which passed unanimously.

CONVENE IN EXECUTIVE SESSION TO CONSULT WITH ATTORNEY, PURSUANT TO SECTION 551.071, TEXAS GOVERNMENT CODE

The Board convened in Executive Session at 12:08 p.m. pursuant to Section 551.071 of the Texas Government Code to conduct a private consultation with their attorney. Mr. Thompson, Ms. Guilmenot, Ms. Rickert, and Ms. Sliva also were present.

RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTION

The Board reconvened in Open Session at 12:27 p.m. Director Bray moved to authorize ABHR and Artesian to make the necessary changes regarding Central Green ambassadors and employees' rate structures and the District's security program. Director Hubbell seconded the motion, which passed unanimously.

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 on the Storm Water Quality Park project and stated that LJA received seven bids and the lowest bidder was GW Phillips Concrete ("GW") in the amount of \$463,543.75. He then stated that LJA is currently reviewing GW's references and previous projects completed and will recommend awarding the project at the next parks meeting.

Mr. Thompson reviewed and presented a Water Line Easement between the District and the North Fort Bend Water Authority (the "Easement"), which contained the legal conflicts waiver, for the Board's consideration and approval. After review and discussion, Director Hubbell moved to approve the execution of the Easement, as presented. Director Bray seconded the motion, which passed unanimously.

FLOOD MITIGATION EFFORTS INCLUDING COMMUNITY OUTREACH AND AUTHORIZE APPROPRIATE ACTION, IF APPLICABLE

There was no discussion on this agenda item.

PROJECT BARKER

Mr. Kalkomey updated the Board on Project Barker matters.

PARK MATTERS

The Board reviewed a request from Starz Performing Arts, LLC to host the Diwali Mela event scheduled to take place on October 22, 2022, in the amount of \$12,950.00 for the Board's consideration.

Following review and discussion, Director Nady moved to approve the Diwali Mela event, as discussed. Director Savage seconded the motion, which carried unanimously.

Director Bray reported regarding Houston Stronger meetings and events.

Director Robinson discussed current events.

Director Hubbell updated the Board on District communication matters.

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

/s/Sarah Hubbell

Secretary, Board of Directors

