

DRAFT

MINUTES WILLOW FORK DRAINAGE DISTRICT

November 10, 2022

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met by regular session, open to the public, on the 10th day of November 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, except Director Bray, thus constituting a quorum.

Also attending the meeting, either in person or by telephone, were Angel Murphy and Wayne Hobgood of Galveston County Drainage District No. 2; Zach Rosen, resident of the District; Stephanie Trevino, resident of the District; Maeve Burns of TBG Partners; Robert Miller and Katie May of Inframark Water & Infrastructure Services; Marie Newsome of Champions Hydro-Lawn ("Champions"); Craig Kalkomey of LJA Engineering ("LJA"); Cara Sliva of Artesian Financial Services ("Artesian"); 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 October 13, 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. Sliva presented the County tax collection report.

FINANCIAL AND BOOKKEEPING MATTERS

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

Director Nady inquired about water usage at Willow Fork Park, and Ms. May stated that she would look into this matter.

Ms. Sliva 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, and based off of the bookkeeper's recommendation, Director Nady moved to approve the bookkeeper's report and payment of the bills. 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, and reviewed the status of the ditches and channels, as well as certain trails.

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.

ENGINEER'S REPORT

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

Mr. Kalkomey updated the Board on the status of the Va1a Outfall replacement project. He also recommended that the Board approve Change Order No. 1, increasing Champion's contract by \$6,000 for a total of \$374,313.65 due to unforeseen site conditions necessitating the removal of additional concrete slope. The Board determined that Change Order No. 1 is beneficial for the District.

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Mr. Kalkomey updated the Board on the successful installation of the lights at SH 99.

Following review and discussion, and based off of the engineer's recommendation, Director Nady moved to (1) approve the engineer's report; and (2) approve Change Order No. 1 from Champions for the Va1a Outfall replacement project, as discussed. Director Robinson seconded the motion, which passed unanimously.

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

Mr. Thompson discussed flood mitigation efforts and stated that he would reach out to April Renberg, the District's communications consultant, regarding community engagement and awareness. He then requested the Board's approval to authorize ABHR to coordinate with Ms. Renberg on distributing postcards to residents within the District, subject to the Board's review. Following review and discussion, Director Hubbell moved to authorize ABHR to coordinate with Ms. Renberg on distributing postcards to the community. Director Nady seconded the motion, which passed unanimously.

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 at the District's Central Green facilities 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.

DISCUSS AND APPROVE CENTRAL GREEN LETTER AGREEMENT

Mr. Thompson reviewed and presented a Letter Agreement between Cinco Municipal Utility District No. 12 and the District (the "Agreement") regarding contributions to the District for Central Green events for the Board's consideration and approval. Following review and discussion, Director Nady moved to approve the Agreement. Director Hubbell seconded the motion, which passed unanimously.

PROJECT BARKER CONTINUED

Mr. Kalkomey discussed Project Barker matters. After discussion, the Board concurred to authorize LJA to renew the Right of Entry related to Barker Reservoir and submit it to the United States Army Corps of Engineers.

Director Robinson discussed current events.

Director Hubbell updated the Board on District communication matters.

Director Nady reported that some security cameras and lighting need to be replaced and requested the Board's approval to authorize On-Site to replace the damaged security items in the amount not to exceed \$5,000. Following review and discussion, Director Nady moved to authorize On-Site to replace the security items discussed in the amount not to exceed \$5,000. Director Hubbell seconded the motion, which passed unanimously.

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

Secretary, Board of Directors

(SEAL)