

MINUTES
WILLOW FORK DRAINAGE DISTRICT

August 10, 2023

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 August 2023, 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 Hubbell, thus constituting a quorum.

Also attending the meeting, either in person or by telephone, were: Robert Miller and Katie May of Inframark Water & Infrastructure Services ("Inframark"); Shea Walker of Champions Hydro-Lawn ("Champions"); Craig Kalkomey of LJA Engineering ("LJA"); Maeve Burns of TBG Partners ("TBG"); Cara Sliva of Artesian Financial Services ("Artesian"); Yvonne Arceneaux, District Park Manager; and Andrew Vaughan and Whitney Lington 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 July 13, 2023, regular meeting. After review and discussion, Director Nady moved to approve the minutes, as amended. Director Bray seconded the motion, which passed unanimously.

TAX ASSESSOR/COLLECTOR'S REPORT

Ms. Sliva presented the County tax collection report, a copy of which is attached.

Following review and discussion, and information provided by the County tax assessor collector, Director Bray moved to approve the County tax collection report. Director Nady seconded the motion, which passed unanimously.

DISCUSS 2023 TAX RATE, SET PUBLIC HEARING DATE, AND AUTHORIZE NOTICE OF PUBLIC HEARING REGARDING THE ADOPTION OF TAX RATE

There was no discussion on this agenda item.

FINANCIAL AND BOOKKEEPING MATTERS

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

Ms. Sliva reviewed the District's budget for both parks and drainage, for the fiscal year ending September 30, 2023, and reviewed a comparison of actual expenditures against the original budget adopted.

Ms. Sliva then reviewed a draft budget for both parks and drainage, for the fiscal year ending September 30, 2024, a copy of which is attached to the bookkeeper's report. Discussion ensued regarding the draft drainage budget for fiscal year ending September 30, 2024. After review and discussion, the Board concurred to take no action on the draft parks budget and the draft drainage budget until after discussion of the 2023 tax rate.

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 Bray seconded the motion, which passed unanimously.

OPERATOR'S REPORT, INCLUDING AUTHORIZING DITCH MAINTENANCE

Mr. Walker 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.

The Board inquired about erosion concerns on the Diversion Channel and requested for Champions to check for erosion concerns along the Diversion Channel.

The Board inquired about the sprinkler system in Willow Fork Park and requested for Champions to review placement of District sprinkler heads.

Mr. Vaughan presented a proposal from Lake Management Services, L.P. ("Lake Management") for the maintenance of certain District facilities for approximately \$475 per month.

Following review and discussion and based on the operator's recommendation, Director Bray moved to: (1) approve the operator's report; and (2) approve the proposal from Lake Management for the maintenance of certain District facilities for approximately \$475 per month. Director Nady seconded the motion, which passed unanimously.

UPDATE ON FEDERAL EMERGENCY MANAGEMENT AGENCY ("FEMA") CLAIM AND MAINTENANCE OF STORM SEWER LINES

Ms. May discussed the FEMA report and updated the Board on the total reimbursements received from FEMA for the Diversion Channel project. Ms. May stated the Stormwater Quality Park project deadline has been extended to September 1, 2023.

Mr. Miller reviewed a storm line maintenance report, a copy of which is attached.

The Board inquired about a temporary sewer line located at the Regional Cinco wastewater treatment plant and its impact on the Segment Q trail package. Discussion ensued.

Following review and discussion, and based on Inframark's recommendation, Director Nady made a motion to approve the storm line maintenance report. Director Bray seconded the motion, which passed unanimously.

ENGINEER'S REPORT

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

Mr. Kalkomey updated the Board on the outfalls located at Buffalo Bayou.

Mr. Kalkomey discussed the outfall located west of Mason Road and its impact on the HOA trail. The Board requested for LJA to reach out to Michael Sheffield to discuss the matter further.

Mr. Kalkomey updated the Board on the Stormwater Quality Park project and stated LJA held a meeting with GW Phillips ("GW") on August 9, 2023 to discuss the project and remaining work to be completed. Discussion ensued regarding timeline to finish the project and potential liquidation damages in connection with the completion of the project.

Mr. Kalkomey stated that LJA received a request from Texas Sterling Construction ("Sterling") to obtain a temporary construction easement for pipe and material storage related to the SH 99 Frontage Road project. Discussion ensued.

The Board discussed the Cinco Ranch Boulevard Underpass project and potential support from surrounding homeowners' associations and Municipal Utility Districts. The Board requested for LJA to prepare a design proposal showing estimated costs for the construction of the Cinco Ranch Boulevard Underpass.

Following review and discussion, and based off the engineer's recommendation, Director Bray moved to: (1) approve the engineer's report; and (2) authorize ABHR and LJA to negotiate and prepare a temporary construction easement with Sterling for consideration at a future Board meeting, based upon the Engineer's recommendation. Director Nady seconded the motion, which passed unanimously.

PROJECT BARKER

The Board discussed Project Barker matters.

Mr. Kalkomey stated all paperwork for the refund of pre-paid fees associated with Project Barker has been filed with the United States Army Corps of Engineers.

POST-HARVEY LITIGATION MATTERS

There was no discussion on this agenda item.

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

Mr. Vaughan gave an update from the West Houston Association meeting.

PARK MATTERS

Ms. Arceneaux updated the Board on District park matters and recent events.

The Board discussed the Katy Independent School District ("KISD") Trails Package and KISD's request for the layout of the trail to be altered. Ms. Burns stated TBG recommends approval of the revised scope of work for the trail project. Ms. Burns discussed the completion date for the project. Mr. Vaughan stated the interlocal agreement with the District and KISD may be amended in response to KISD's request to revise the scope of work for the trail project.

The Board discussed the lighting and electrical work at Willow Fork Park.

After review and discussion, Director Nady made a motion to approve KISD proposed revision the trail project scope of work and authorize ABHR to amend the interlocal agreement, if necessary, with the District and KISD regarding the revised scope of work for the trail project. Director Robinson seconded the motion, which passed unanimously.

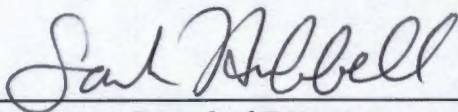
REPORTS FROM DIRECTORS AND COMMITTEES, REGARDING
CORRESPONDENCE AND/OR REPORTS RECEIVED DURING THE MONTH AND
EVENTS AND ACTIVITIES ATTENDED DURING THE MONTH

There was no discussion on this agenda item.

MEETING MATTERS, INCLUDING SPECIAL MEETINGS, AGENDA ITEMS, AND
SCHEDULING

The Board concurred to hold the next drainage meeting in person on September 14, 2023, at LJA's office located at 1904 West Grand Parkway North, Suite 100, Katy, Texas 77449, and to hold the next parks meeting in person on August 24, 2023, at the same location mentioned above.

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


Secretary, Board of Directors

(SEAL)



LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Tax report.....	1
Bookkeeper's report.....	2
Operator's Report.....	2
Storm line maintenance report.....	3
Engineer's Report.....	3