

MINUTES  
WILLOW FORK DRAINAGE DISTRICT

August 13, 2015

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on August 13, 2015, at the Willow Fork Country Club, 21055 Westheimer Parkway, Katy, Texas, inside the boundaries of the District, and the roll was called of the members of the Board:

Richard Ward	President
April Renberg	Vice President
Joe Robinson	Secretary
Dan Smith	Assistant Vice President
John Poulter	Assistant Secretary

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

Also present at the meeting were Ken Braden, resident of the District; Bob Wempe of AECOM; Rich Rankin of Severn Trent Services, Inc.; Matt Klein of TBG Partners; Yvonne Arceneaux and Dray Holeman; Fran Matuska of F. Matuska, Inc.; Lou Triche and Joe Mattingly of Champions Hydro-Lawn, Inc. ("Champions"); and Stephen M. Robinson and Patti Hopper of Allen Boone Humphries Robinson LLP ("ABHR").

APPROVE MINUTES

The Board reviewed the minutes of the July 9, 2015, meeting. After review and discussion, Director Poulter moved to approve the minutes. Director Renberg seconded the motion, which carried unanimously.

COMMENTS FROM DISTRICT RESIDENTS

Mr. Braden discussed an article regarding curb repairs. He stated he has contacted Fort Bend County and encouraged individuals to contact the County as well.

SECURITY SERVICES

Director Poulter reported on security activities. He stated there was significant activity with the public driving motorized vehicles. After discussion, Director Renberg moved to approve the report. Director Smith seconded the motion, which carried unanimously.

## MAINTENANCE OF STORM SEWER LINES

Mr. Rankin reviewed the storm sewer maintenance report, a copy of which is attached. He also updated the Board regarding the outfall televising program. He stated he would forward the report to Mr. Mattingly, and a recommendation of repairs would be presented at the next meeting.

## BOOKKEEPER'S REPORT

Ms. Matuska reviewed the bookkeeper's report, a copy of which is attached, including the checks presented for payment. She also reviewed a draft budget for the fiscal year ending September 30, 2016. After review and discussion, Director Robinson moved to approve the bookkeeper's report, the investment report, and payment of the bills. Director Smith seconded the motion, which passed by unanimous vote.

## TAX ASSESSOR/COLLECTOR'S REPORT

Ms. Matuska distributed the tax report, a copy of which is attached. Director Robinson moved to approve the tax report. Director Smith seconded the motion, which carried unanimously.

## OPERATOR'S REPORT, INCLUDING AUTHORIZING DITCH MAINTENANCE

Mr. Mattingly reviewed the operator's report with the Board, a copy of which is attached, and reviewed pictures of the ditches and channels.

Mr. Mattingly stated removal of the two gabions - one on VA9, and one on VA14, will be completed once the VA1 slope failure is complete.

Mr. Mattingly reviewed a proposal to clean an eight-acre area between VA12 and Kings Lake Subdivision for a cost of \$13,200.00. Director Smith moved to approve the proposal. Director Poulter seconded the motion, which carried unanimously.

The Board discussed ongoing maintenance. Mr. Mattingly stated he would bring a proposal to the next meeting.

After review and discussion, Director Smith moved to approve the operator's report, the repairs, the September mowing, and the action items. Director Poulter seconded the motion, which carried unanimously.

## ENGINEER'S REPORT

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

Mr. Wempe stated he has no new information regarding Fort Bend County's updating of the floodplain maps.

Mr. Wempe updated the Board regarding the water quality project and reviewed and recommended approval of Pay Estimate Nos. 5 and 6 in the amounts of \$21,134.73 and \$143,703.56, respectively, payable to BRH-Garver, and a 30-day time extension.

Mr. Wempe updated the Board regarding construction of Katy ISD parking and drainage improvements and stated the contractor will mobilize this week.

Mr. Wempe stated the MS-4 action item list is attached to the engineering report. He stated a violation notice was received from the Commission regarding signage and publication education requirements. He stated AECOM and ST have addressed the issues and no Board action was necessary.

After review and discussion, Director Smith moved to approve the engineer's report, pay estimates, time extension, and action items. Director Renberg seconded the motion, which carried unanimously.

PARK MATTERS

The Board discussed installing the irrigation lines for the new landscaping to be installed on the south and west sides of the South Wastewater Treatment Plant. The Board concurred not to install landscaping on the south side of the plant and to only install irrigation on the west side. Mr. Rankin stated he would get a proposal from Sievers for the Board's review.

Mr. Robinson stated Cinco Municipal Utility District No. 1 ("MUD1") is proceeding with Phase 2 reuse system, and now is the time to request capacity. Mr. Klein stated he would contact Mr. Mueller, MUD1's engineer, regarding capacity needs for Willow Fork Park.

REPORT FROM PARKS DIRECTOR

Ms. Arceneaux updated the Board regarding Central Green matters.

CURRENT EVENTS AND ACTION ITEMS

Director Robinson updated the Board regarding current events, including the Fort Bend Flood Management Association and newspaper article regarding Freedom Park.

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

(SEAL)



Secretary, Board of Directors

ACTION LIST

1. The Board will next meet on September 10, 2015, at 11:30 a.m.

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