

## MINUTES

### WILLOW FORK DRAINAGE DISTRICT

June 9, 2016

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on June 9, 2016, 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 Yvonne Arceneaux, Parks Director; Mike Price, Mike Young, and Rob Serrett, residents of the District; Bob Wempe of AECOM; Rich Rankin of Severn Trent Services, Inc.; Matt Klein of TBG Partners; Fran Matuska of F. Matuska, Inc.; Lou Triche, Shea Walker, and Jerry Schroeder of Champions Hydro-Lawn, Inc. ("Champions"); and Stephen M. Robinson and Patti Hopper of Allen Boone Humphries Robinson LLP ("ABHR").

Director Ward stated several Directors and Ms. Arceneaux attended the Katy Economic Development Council award ceremony on June 7, and the District received special recognition for Central Green and outstanding achievement for parks and trails.

#### APPROVE MINUTES

The Board reviewed the minutes of the previous two drainage meetings. Director Poulter moved to approve both sets. Director Smith seconded the motion, which carried unanimously.

#### COMMENTS FROM DISTRICT RESIDENTS

Mr. Serrett stated the District's website needs updating. He also asked Fort Bend Municipal Utility District No. 124 and the District to work together on mosquito control. Mr. Young asked if individuals could plant trees along the channels. Mr. Triche stated trees should not be planted on the slopes of the ditches. He recommended individuals plant trees in areas where trees are already planted. Mr. Robinson recommended Mr. Young contact Mr. Klein to determine if there are areas where trees could be planted. In response to a question from Mr. Young, Mr. Klein stated the path behind Cinco Ranch

High School is planned for construction in 2017. In response to a question from Mr. Young, Mr. Klein asked Mr. Young to contact him regarding plans for the areas near the pipelines.

### SECURITY SERVICES

Director Poulter reported on security activities. He reported children were caught throwing rocks at homes adjacent to Exploration Park. Director Ward reported that older children were bullying young children, and he had to intervene. Mr. Serrett invited the Board to attend the Falcon Ranch summer kickoff. After discussion, Director Poulter moved to approve the report and pay the invoice. Director Renberg 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 requested authorization to install a 36-inch flap gate on the outfall corrugated pipe on the channel at Exploration Park to prevent backflow into the pipe for a cost of \$2,118.00. Mr. Rankin requested authorization to inspect/log the manholes and outfalls and perform televising inspection. He stated OSHA confined space measures will be used where required, and photos and a detailed report with repair recommendations will be provided to the Board and engineer. He stated the estimated cost is \$17,420.00.

Mr. Rankin recommended using a metal plate bonding procedure to repair three sections of the outfall pipe located at Exploration Park for an estimated total cost of \$27,794.00. In response to a question from the Board, Mr. Rankin stated replacement of the three sections, in lieu of repair, would cost approximately \$30,000 per section.

Director Smith moved to approve the report, the proposals, and the action items. Director Renberg seconded the motion, which passed by unanimous vote.

### BOOKKEEPER'S REPORT

Ms. Matuska reviewed the bookkeeper's report, a copy of which is attached, including the checks presented for payment. After review and discussion, Director Poulter moved to approve the bookkeeper's 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 Poulter seconded the motion, which carried unanimously.

Director Renberg left the meeting.

#### OPERATOR'S REPORT, INCLUDING AUTHORIZING DITCH MAINTENANCE

Mr. Schroeder reviewed the operator's report with the Board, a copy of which is attached, and reviewed pictures of the ditches and channels. He updated the Board regarding the sinkhole on VA9b next to the water plant. He stated it is scheduled for repair. He stated the second sinkhole on VA9b has been scheduled for repair for next week.

Mr. Schroeder stated he is coordinating the repair of the sinkhole near the south wastewater treatment plant with Mr. Rankin. He also reported on graffiti on the slope paving on Va12. He stated the graffiti has been removed.

Mr. Schroeder reviewed pictures of slope failure on the Willow Fork Channel.

After review and discussion, Director Smith moved to approve the operator's report, the July 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 had nothing new to report on the updated floodplain maps being reviewed by FEMA.

Mr. Wempe updated the Board regarding the water quality project and reviewed and recommended approval of a 33-day time extension. He stated the contractor has requested to complete top of bank work and come back and complete the work in the bottom of the channel once the water goes down and requested to reduce retainage to 2.5%. The Board requested Mr. Wempe to quantify the dollar amount of the work remaining.

Mr. Wempe stated Barker Reservoir has 200,000 acre feet of capacity, and the Willow Fork Channel has 175 acre feet of capacity. Discussion ensued regarding the original capacity of the reservoir versus capacity today. Mr. Robinson recommended a study be done regarding this issue. Mr. Wempe stated a meeting is scheduled with Harris County regarding a study being planned for 2018 to see if it could be expedited. Director Poulter stated he and Director Robinson are attending a NAFSMA conference in August and that they would pass along any information Mr. Wempe can obtain prior to that.

Mr. Wempe stated the MS-4 action item list is attached to the engineer's report.

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

PARKS COMMITTEE RECOMMENDATIONS

There were no matters for consideration. Mr. Klein updated the Board regarding Willow Fork Park.

REPORT FROM PARKS DIRECTOR

Ms. Arceneaux reported the birthday bash will be held Saturday evening from 6:00 p.m. to 9:00 p.m., weather permitting.

CURRENT EVENTS AND ACTION ITEMS

Director Robinson updated the Board regarding current events, including flooding, and the AWBD Trustee election.

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

  
Secretary, Board of Directors

(SEAL)



ACTION LIST

1. The Board will next meet on July \_\_\_, 2016, at 11:30 a.m.

LIST OF ATTACHMENTS TO MINUTES

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