

MINUTES

WILLOW FORK DRAINAGE DISTRICT

July 14, 2016

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on July 14, 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; Drew Holeman, Assistant to Ms. Arceneaux; Robert Stowe, Anna Agnew, Bob Bernard, and Ken Braden, residents of the District; Bob Wempe of AECOM; Rich Rankin of Severn Trent Services, Inc.; Meade Mitchell of TBG Partners; Fran Matuska of F. Matuska, Inc.; Lou Triche, Jerry Schroeder of Champions Hydro-Lawn, Inc. ("Champions"); and Annette F. Stephens and Patti Hopper of Allen Boone Humphries Robinson LLP ("ABHR").

APPROVE MINUTES

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

COMMENTS FROM DISTRICT RESIDENTS

In response to a question from Mr. Stowe, Mr. Triche stated Champions mows up to six inches from fence lines. In response to a question from Mr. Bernard, the Board stated Fort Bend County Drainage District maintains the Diversion Channel. Mr. Rankin stated Cinco Municipal Utility District Nos. 3 and 7 are televising the storm sewers to determine if debris needs to be removed, and the District is televising the outfalls for the same purpose. Mr. Bernard presented pictures of his neighborhood during the April 18 rain event. Mr. Wempe stated the Corps of Engineers determines the release rate of the Barker and Addicks Reservoirs. Mr. Wempe stated the Corps will not release water downstream if it is raining. He stated after rains have stopped, the

Corps determines how quickly to release the water. The Board encouraged Mr. Bernard to contact the Drainage District regarding maintenance of the Diversion Channel.

SECURITY SERVICES

Director Poulter reported on security activities. He stated he has been in communication with Deputy Stark regarding future security needs once Willow Fork Park opens. 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 updated the Board regarding installation of the 36-inch flap gate on the outfall pipe on the channel at Exploration Park, the televising, and ongoing repairs. He presented an educational pamphlet regarding storm water pollution prevention to be provided to the municipal utility districts to be mailed to customers with the water bills.

Director Smith moved to approve the report, the pamphlet, 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 Renberg 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. Ms. Hopper reviewed the annual renewal of the Interlocal Agreement with Fort Bend County for the collection of taxes. Director Robinson moved to approve the tax report and the annual renewal of the Interlocal Agreement. Director Renberg seconded the motion, which carried unanimously.

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.

Mr. Schroeder reviewed pictures of the pipeline easement across the ditch from Cinco Ranch High School. The Board concurred no action could be taken since this was not on District property.

Mr. Schroeder reviewed pictures of an area of Va3b1 at Grand Parkway and recommended desiltation in the future. He stated the concrete apron is also being undermined.

Mr. Schroeder reviewed pictures of property owned by the District along Va12 behind 25919 Ravenside Drive. He stated the homeowner requested the drainage swale be filled in. He stated he informed the resident that was not possible.

Mr. Schroeder reviewed pictures of a silt plug in Va3 and stated he would bring a proposal to the next meeting.

Mr. Schroeder stated the pipe replacement on VA9b has been completed.

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 August 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 stated the contractor has indicated he can begin grass over seeding in August. He stated he will present a change order for additional channel lock at the next meeting.

Mr. Wempe stated he has been in discussions with the County to determine if they will consider installing a rain gauge in Willow Fork. In response to a question from Director Ward, Mr. Wempe stated it is possible the Corps may be flying a drone in the area.

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 and action items. Director Poulter seconded the motion, which carried unanimously.

PARKS COMMITTEE RECOMMENDATIONS

Mr. Mitchell reviewed a proposal for additional playground equipment at Exploration Park for toddlers. He stated TBG's fee is \$15,000 for design and up to \$5,000 for construction services. Director Renberg moved to approve the proposal subject to attorney review and receipt of Form 1295. Director Smith seconded the motion, which carried unanimously.

REPORT FROM PARKS DIRECTOR

Ms. Arceneaux discussed upcoming events.

CURRENT EVENTS AND ACTION ITEMS

Director Ward updated the Board regarding his health and stated he has been accepted into a clinical trial being administered by M.D. Anderson.

Director Robinson updated the Board regarding current events. He stated he attended a public funds investment training class in Fort Worth Texas.

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 August 11, 2016, at 11:30 a.m.

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