

MINUTES

WILLOW FORK DRAINAGE DISTRICT

December 8, 2016

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on December 8, 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
John Poulter	Secretary
Dan Smith	Assistant Vice President
Joe Robinson	Assistant Secretary

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

Also present at the meeting were Ken Braden of Falcon Ranch HOA; Julie Williams of Rathmann & Associates, L.P. ("Rathmann"); Andrew and Matthew Dunn of On-Site Protection LLC; Yvonne Arceneaux, Parks Director; Drew Holeman, Assistant to Ms. Arceneaux; Robert Stowe and Mike Price, residents of the District; Rich Rankin of Severn Trent Services, Inc.; Matt Klein of TBG Partners; Fran Matuska of F. Matuska, Inc.; Shea Walker, Dawn Mouton, and 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 meeting. Director Poulter moved to approve the minutes. Director Renberg seconded the motion, which carried unanimously.

COMMENTS FROM DISTRICT RESIDENTS

In response to a question from Mr. Stowe regarding Willow Fork Park, Mr. Wempe stated the silt in the ponds will eventually settle, and the water will be clearer. Mr. Stowe and Mr. Braden both complimented the Board regarding completion of Willow Fork Park.

APPOINT PAYING AGENT/REGISTRAR FOR THE DISTRICT'S UNLIMITED TAX PARK BONDS, SERIES 2017

Ms. Stephens recommended that the Board appoint The Bank of New York Mellon, N.A., as the Paying Agent/Registrar for the District's Series 2017 Bonds. She

stated The Bank of New York Mellon, N.A., is the Paying Agent/Registrar on the District's other outstanding bonds. Director Smith then moved that the Board appoint The Bank of New York Mellon, N.A., as the Paying Agent/Registrar for the District's Series 2017 Bonds. Director Poulter seconded the motion, which carried unanimously.

APPROVE PRELIMINARY OFFICIAL STATEMENT AND OFFICIAL NOTICE OF SALE, AND AUTHORIZE ADVERTISEMENT FOR SALE OF THE DISTRICT'S SERIES 2017 UNLIMITED TAX PARK BONDS

Ms. Williams reviewed the Preliminary Official Statement and Official Notice of Sale. She disclosed Rathmann's role in selling the District's bonds and risks associated with selling bonds, pursuant to the Municipal Securities Rulemaking Board requirements. In response to a question from Director Robinson, Ms. Williams explained the term "sinking fund" as it relates to the District's bonds, the term "bond discount", and what happens to the debt service fund when debt is retired. After review and discussion, Director Renberg moved that the Board approve the Preliminary Official Statement and Official Notice of Sale contingent upon all comments being incorporated, authorize advertisement of the sale of the District's Series 2017 Unlimited Tax Park Bonds, and schedule the bond sale for January 12, 2017. Director Poulter seconded the motion, which passed unanimously.

SECURITY SERVICES

Mr. Andrew Dunn reviewed the security report, a copy of which is attached. He stated 100 to 150 people are visiting Willow Fork Park daily. Mr. Dunn recommended issuing citations to persons operating motorized vehicles on the ditches and channels. The Board concurred with the recommendation. Mr. Dunn updated the Board regarding video monitoring at Willow Fork Park and Exploration Park. After review and discussion, Director Poulter moved to approve the report and begin issuance of citations to persons operating motorized vehicles on the ditches and channels. 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 ongoing repairs. Director Renberg moved to approve the report and invoice. Director Smith seconded the motion, which carried unanimously.

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. Director Poulter moved to approve the tax report. Director Smith 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 updated the Board regarding ongoing and completed repairs. He stated graffiti was removed on the Fry Road Bridge at the Diversion Channel.

After review and discussion, Director Renberg moved to approve the operator's report. Director Smith seconded the motion, which carried unanimously.

ENGINEER'S REPORT

Mr. Wempe reviewed the engineer's report, a copy of which is attached, and stated a special meeting will be scheduled to review the Barker Reservoir Study.

Mr. Wempe updated the Board regarding the water quality project and stated there were no items for approval.

The Board reviewed the MS-4 action item list attached to the engineer's report.

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

PARKS COMMITTEE RECOMMENDATIONS

Based upon evaluations by the Parks Committee, Director Smith recommended a bonus for Mr. Holeman and Ms. Arceneaux as well as a three percent salary increase. Director Renberg then moved to approve the bonuses and raises. Director Poulter seconded the motion, which carried unanimously.

REPORT FROM PARKS DIRECTOR

Ms. Arceneaux discussed upcoming events.

CURRENT EVENTS AND ACTION ITEMS

Director Robinson updated the Board regarding current events, including property appraisals.

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

(SEAL)



John C. Bault
Secretary, Board of Directors

ACTION LIST

1. The Board will next meet on January 12, 2017, at 11:30 a.m.

LIST OF ATTACHMENTS TO MINUTES

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