

## MINUTES

### WILLOW FORK DRAINAGE DISTRICT

May 11, 2017

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on May 11, 2017, 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 Steve Talecki, resident of Cornerstones Municipal Utility District; Wendy Duncan, Bill Huff; Neil Stillman, Robert Serrett, and Mike, residents of the District; Yvonne Arceneaux, Parks Director; Drew Holeman, Assistant to Ms. Arceneaux; Rich Rankin of Severn Trent Services, Inc.; Bob Wempe of AECOM; Fran Matuska of F. Matuska, Inc.; Lou Triche, Dawn Mouton, and Jerry Schroeder of Champions Hydro-Lawn, Inc. ("Champions"); and Stephen M. Robinson, Annette Stephens, and Patti Hopper of Allen Boone Humphries Robinson LLP ("ABHR").

#### APPROVE MINUTES

The Board reviewed the minutes of the previous drainage meeting. Director Poulter moved to approve the minutes as amended. Director Robinson seconded the motion, which carried unanimously.

#### COMMENTS FROM DISTRICT RESIDENTS

Director Ward stated a resident asked if it would be possible to install a children's book exchange kiosk at Exploration Park. The Board requested Ms. Mouton to research this matter and report back to the Board.

#### HERTIAGE GRAND WILD FLOWER PLANTING REQUEST

Mr. Huff introduced himself to the Board and requested assistance/permission to plant wildflower seeds along the District's channels within Heritage Grand. Director Ward stated the District's maintenance contractor expressed concern with the planting of wildflowers because they are not deep rooted plants and may allow erosion. Mr.

Triche stated Texas wildflower seed blends are available which are not terribly expensive. He stated the plantings could be done in small areas on top of the banks, but those areas can only be mowed two to four times per year. Director Ward requested the Parks Committee to research this issue in depth. Ms. Duncan asked if the residents are in favor of extra traffic when the flowers are in bloom. Mr. Huff stated he would relay the concerns and questions to his neighborhood representatives.

#### 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.

#### 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 Renberg 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 reviewed proposals for silt removal on Va3b and Va3. He requested approval of an extra day's work on the slope repair project on Va1 at Peek Road to clean out the box culverts.

After review and discussion, Director Poulter moved to approve the operator's report, the proposals, and the extra day's work on Va1 at Peek Road. Director Smith seconded the motion, which carried unanimously.

#### ENGINEER'S REPORT

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

Mr. Wempe updated the Board regarding the water quality project and stated a meeting was held with the contractor to discuss how to proceed. He reviewed a schedule for completion and a proposal for remobilization costs.

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

After review and discussion, Director Smith moved to approve the engineer's report, the water quality project remobilization proposal and fee, and the action items. Director Renberg seconded the motion, which carried unanimously.

#### PARK MATTERS, INCLUDING PARKS COMMITTEE RECOMMENDATIONS

There were no park matters for consideration.

#### REPORT FROM PARKS DIRECTOR

There was no discussion on this matter.

#### RESIGNATION OF DIRECTOR RENBERG AND APPOINTMENT OF NEW DIRECTOR

Director Renberg stated she has truly enjoyed her time serving on the Board of Directors and is grateful for the friendships she's made. She then tendered her resignation to the Board. Director Ward thanked her for her service and reviewed a proclamation naming the large expansion bridge to be constructed in the current phase of trail construction in her honor. Director Smith moved to adopt the proclamation and accept Director Renberg's resignation. Director Poulter seconded the motion, which passed unanimously.

The Board requested persons interested in serving on the Board to discuss their interest and qualifications. The candidates left the room and returned one at a time.

Mr. Serrett stated he is the president of the Falcon Ranch Homeowner Association and has worked with the District to build the bridges behind Cinco Ranch High School. In response to a question from the Board, Mr. Serrett stated he has worked on various types of projects and would like to contribute his time to better the community. He stated he is able to attend conferences.

Mr. Stillman stated he has been a resident of the District for 16 years and has worked with the Boy Scouts. He stated he works a portion of the year as a Park Ranger and heads up the District's "Friends of the Park" program. He stated this is the last summer he will leave to fulfill his Park Ranger duties, and will be able to attend monthly meetings. In response to a question from Director Robinson, Mr. Stillman stated he is available to attend conferences.

Ms. Duncan stated she has been a teacher and a principal. She stated she's lived in the District for almost 16 years. She stated she grew in an area that floods and appreciates the efforts of the District to protect the residents and property within its boundaries. She stated she has served on the Williams PTA and has been involved in Church and community groups. In response to a question from Director Robinson, Ms.

Duncan stated she is able to travel to conferences. She added she is ready and looking forward to a new challenge.

Mr. Price stated he has lived in the District for 26 years and has served on the Cinco Ranch Property Owner Association Board and currently serves as a Director of Cinco Municipal Utility District No. 7. He stated he has worked as a public accountant. He stated he has the time to serve on the Board and attend meetings. In response to a question from Director Robinson, Mr. Price stated he is able to travel to conferences.

The Board then discussed the candidates' qualifications. Director Poulter stated all the candidates are qualified to serve. He stated Ms. Duncan's connection with Katy Independent School District stands out to him as none of the remaining Directors have connections to the school district. Director Robinson stated he agreed all candidates are qualified and concurred with Director Poulter's observation of the need to have a connection with the school district. After discussion, Director Smith moved to appoint Wendy Duncan to the Board of Directors. Director Poulter seconded the motion, which carried unanimously. The candidates all returned to the room, and Director Ward announced Ms. Duncan's appointment to the attendees.

Ms. Hopper administered the Oath of Office to Ms. Duncan. Director Smith moved to accept Ms. Duncan's Oath of Office. Director Poulter seconded the motion, which carried unanimously.

#### CURRENT EVENTS AND ACTION ITEMS

Director Robinson updated the Board regarding current events, including the 85th Regular Session of the Texas Legislature and Katy Independent School District.

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

(SEAL)



  
Secretary, Board of Directors