

MINUTES  
WILLOW FORK DRAINAGE DISTRICT

April 9, 2015

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on April 9, 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, except Director Poulter, thus constituting a quorum.

Also present at the meeting were Ken Braden, Mike Serrett, 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.; Shay Walker and Joe Mattingly of Champions Hydro-Lawn, Inc. ("Champions"); Robert Wempe of AECOM Technical Services, Inc. ("AECOM"); and Annette Stephens and Patti Porter Hopper of Allen Boone Humphries Robinson LLP ("ABHR").

APPROVE MINUTES

The Board reviewed the minutes of the March 13, 2015, meeting. After review and discussion, Director Robinson moved to approve the minutes. Director Smith seconded the motion, which carried unanimously.

COMMENTS FROM DISTRICT RESIDENTS

In response to a question from Mr. Braden, Mr. Klein updated the Board regarding the status of the dedication plaques for the bridges adjacent to Cinco Ranch High School.

SECURITY SERVICES

Director Robinson reported there were no security activities to report.

MAINTENANCE OF STORM SEWER LINES

Mr. Rankin reviewed the storm sewer maintenance report, a copy of which is attached.

## 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 Robinson moved to approve the bookkeeper's report, the investment 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 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 reviewed pictures of a French drain at 3326 Brinton Trails Lane. The Board concurred to write a letter to the homeowner notifying them that drainage should flow to the front of their property. Mr. Mattingly reported a sinkhole has developed on the Diversion Channel at Mason Road. He stated he will bring a proposal to repair the sinkhole to the next meeting.

Mr. Mattingly reported on a new sinkhole on the Willow Fork Channel near VA3. He stated this area is maintained by Fort Bend County Drainage District. Mr. Wempe stated he would notify the Drainage District.

After review and discussion, Director Robinson moved to approve the operator's report, the May mowing, and the action items. Director Renberg seconded the motion, which carried unanimously.

## ENGINEER'S REPORT

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

The Board discussed the slope failure on Willow Fork at VA11. Mr. Wempe stated he will visit the site within the next week and keep the Board and Fort Bend County apprised.

Mr. Wempe updated the Board regarding the water quality project and reviewed and recommended approval of Pay Estimate No. 2 in the amount of \$68,943.21 and a 15-day time extension.

Mr. Wempe reviewed the MS-4 action item list. He stated the annual report was filed with the Texas Commission on Environmental Quality.

In response to a question from Director Smith, Mr. Rankin stated he keeps a list of all the desilting work and repairs done since 2001. He stated he will attached a copy of the list to the May report.

Director Renberg then moved to approve the engineer's report the pay estimate, and the time extension. Director Smith seconded the motion, which carried unanimously.

#### PARK MATTERS

Mr. Klein reviewed the bid tabulation for Willow Fork Park and recommended award of the contract with Alternate No. 9 to the lowest responsible bidder, Millis Development and Construction, in the initial contract amount of \$3,039,753.00. After review and discussion, and based upon Mr. Klein's recommendation, Director Renberg moved to award the contract with Alternate No. 9 to Millis Development and Construction. Director Smith seconded the motion, which carried unanimously.

Mr. Wempe reviewed the bid tabulation for the mass grading and water, sewer, and drainage facilities for Willow Fork Park and recommended award of the contract to the lowest responsible bidder, Millis Equipment Rentals, LLC, in the initial contract amount of \$1,124,319.15. After review and discussion, and based upon Mr. Wempe's recommendation, Director Renberg moved to award the contract to Millis Equipment Rentals, LLC. Director Smith seconded the motion, which carried unanimously.

#### RELEASE OF FUNDS FROM ESCROW FOR WILLOW FORK PARK

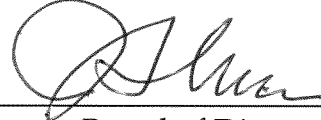
Ms. Stephens reviewed a Resolution Authorizing Application to the Texas Commission on Environmental Quality Requesting Release of Funds from Escrow for Willow Fork Park. After review and discussion, Director Renberg moved to adopt the Resolution Authorizing Application to the Texas Commission on Environmental Quality Requesting Release of Funds from Escrow for Willow Fork Park. Director Smith seconded the motion, which carried unanimously.

#### CURRENT EVENTS AND ACTION ITEMS

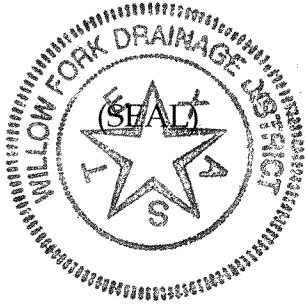
Ms. Hopper updated the Board regarding the proposed legislation which impacting municipal utility districts in Fort Bend and Harris Counties which have strategic partnership agreements with the City of Houston. She stated the municipal utility districts were removed from the proposed legislation. Director Robinson updated the Board regarding other legislation being considered during the 84<sup>th</sup> Legislative Session. Ms. Stephens stated the Fort Bend Flood Management Association has requested the District to reconsider membership in the Association. After

discussion, the Board concurred not to rejoin the Association at this time. The Board then reviewed the action items.

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



Secretary, Board of Directors



ACTION LIST

1. The Board will next meet on May 14, 2015, at 11:30 a.m.
2. ABHR will write a letter to the homeowner regarding the French Drain.
3. Mr. Wempe will contact the Drainage District regarding the sink hole on the Diversion Channel.

LIST OF ATTACHMENTS TO MINUTES

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