

MINUTES
WILLOW FORK DRAINAGE DISTRICT

May 27, 2015

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in special session, open to the public, on May 27, 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, thus constituting a quorum.

Also present at the meeting were Jack Antonoff, Mike Price, and Robert Stowe, residents of the District; Yvonne Arceneaux, Parks Director; Dray Holeman, Assistant Parks Director; Fran Matuska of F. Matuska, Inc.; Bob Wempe of AECOM; Matt Klein of TBG Partners ("TBG"); Joe Mattingly and Spencer Nealy of Champions Hydro-Lawn, Inc. ("Champions"); and Annette F. Stephens and Patti Porter Hopper of Allen Boone Humphries Robinson LLP.

MINUTES

The Board first reviewed the minutes of the April 22, 2015, Board meeting. After review and discussion, Director Robinson moved to approve the minutes. Director Poulter seconded the motion, which carried unanimously.

COMMENTS FROM DISTRICT RESIDENTS

In response to a question from Mr. Anton, Mr. Wempe stated the volume in the Diversion Channel will not be changed.

In response to a question from Mr. Stowe, Director Ward stated none of the recent rains caused the ditches or channels to overflow during the recent rain event.

SECURITY SERVICES

Ms. Arceneaux and Director Poulter reviewed proposals for event-specific security services at Central Green. Ms. Arceneaux reviewed a proposal from Texas Counties Patrol Agency.

Director Poulter reviewed a proposal from Sergeant Stark.

After discussion, Director _____ moved to engage Texas Counties Patrol for a six-month period to patrol Central Green, subject to final review by the District's attorney. Director Renberg seconded the motion, which carried unanimously. The Board concurred to use Sergeant Stark's deputies as backup at the reduced rate.

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 and payment of the bills. Director Poulter seconded the motion, which passed by unanimous vote.

REPORT FROM CHAMPIONS HYDRO-LAWN

Mr. Mattingly discussed maintenance of Central Green and Falcon Landing Trail. Mr. Mattingly reported on projects in progress, including drainage issues and landscape projects. He stated some of the plants on the trail heads on Falcon Landing are struggling. He stated he would bring a proposal to the next meeting to replace several of the plants.

REPORT FROM TBG PARTNERS

Mr. Klein reviewed the landscape architect's report, a copy of which is attached.

Mr. Klein updated the Board regarding Willow Fork Park and stated the contractor has mobilized.

Mr. Klein updated the Board regarding Exploration Park and reviewed and recommended approval of Pay Estimate No. 11 in the amount of \$224,549.46, payable to DL Meacham.

Mr. Klein updated the Board regarding design of the access road and parking for Exploration Park and stated TBG and ABHR are coordinating agreements with Fort Bend County.

Mr. Klein updated the Board regarding the pedestrian bridges at Cinco Ranch High School and recommended approval of Pay Estimate No. 2 for testing in the amount of \$486.62.

Mr. Klein updated the Board regarding the Central Green security system and stated he had no items for approval.

Mr. Klein reviewed a proposal for preparation of the third parks bond application.

Mr. Klein updated the Board regarding the pilot park and trail signage and stated he had no items for approval.

Director Smith then moved to approve the report, and based on Mr. Klein's recommendation, approve the pay estimate and bond application proposal. Director Poulter seconded the motion, which carried unanimously.

ENGINEERING REPORT

Mr. Wempe updated the Board regarding engineering matters. He stated he will have bids for the Willow Fork Park access road at the June 11 meeting.

REPORT FROM PARKS DIRECTOR

Ms. Arceneaux updated the Board regarding Central Green matters, including a calendar of upcoming events and the budget. After review and discussion, Director Renberg moved to approve the report and the event contracts, subject to attorney review. Director Poulter seconded the motion, which carried unanimously.

SALARY INCREASE FOR PARKS DIRECTOR

The Board next considered a salary increase for the Parks Director, as well as an increase for her phone allowance from \$50.00 to \$100.00. Director Smith moved to increase Ms. Arceneaux's salary by five percent and increase the phone allowance from \$50.00 to \$100.00 to be effective June 1. Director Robinson seconded the motion, which carried unanimously.

PARKS COMMITTEE RECOMMENDATIONS

The Parks Committee had no recommendations.

NEW PROJECTS

No new projects were presented for consideration.

INTERLOCAL AGREEMENT WITH FORT BEND COUNTY

Mr. Robinson reviewed the terms of the discussion regarding the amended Interlocal Agreement. After review and discussion, Director Poulter moved to authorize execution of the agreement. Director Smith seconded the motion, which carried unanimously.

CURRENT EVENTS

Director Robinson updated the Board regarding the Legislative Session, Environmental Protection agency proposed new rates, illegal dumping in storm sewers, and the Association of Water Board Directors Election. Director Renberg moved to authorize Director Robinson to vote on behalf of the District. Director Smith seconded the motion, which carried unanimously.

LEASES, EASEMENTS, AND OTHER REAL ESTATE MATTERS

There was no discussion on this item.

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



Secretary, Board of Directors

(SEAL)

