

MINUTES

WILLOW FORK DRAINAGE DISTRICT

April 12, 2018

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on April 12, 2018, 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
Dan Smith	Vice President
John Poulter	Secretary
Wendy Duncan	Assistant Vice President
Joe Robinson	Assistant Secretary

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

Also present at the meeting were Ken Braden and Diane Steinman, members of the public; Yvonne Arceneaux, Parks Director; Dray Holeman, Assistant to Ms. Arceneaux; Rich Rankin and Bob Ring of Inframark Water & Infrastructure Services ("Inframark"); Sean Hewitt of TBG Partners; Robert Wempe of AECOM; Fran Matuska of F. Matuska, Inc.; Shea Walker 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 drainage meeting. Director Poulter moved to approve the minutes. Director Duncan seconded the motion, which carried unanimously.

COMMENTS FROM DISTRICT RESIDENTS

Mr. Braden stated he attended the Cinco Ranch Property Association ("HOA") meeting to discuss the urgency of the trail connections. He stated they had very minor issues and hopes that the HOA will communicate those issues with the District. The Board stated they will reach out to the HOA Board again.

HURRICANE HARVEY MATTERS

Mr. Rankin updated the Board regarding the FEMA claim, and he and Mr. Schroeder updated the Board regarding repairs and cleanouts.

Mr. Wempe presented the contracts with Texan Dirt for execution and updated the Board regarding evaluation of the haul site and discussions with the Corps of Engineers. Mr. Wempe stated the Notice to Proceed will not be issued until the Corps approves the location for the spoil relocation.

Mr. Schroeder updated the Board regarding the desilting project.

ENGAGEMENT OF COMMUNITY COMMUNICATIONS FIRM

The Board reviewed the three proposals received for community communications. The Board discussed the pros and cons of all three proposals. The Board concurred Ms. Renberg's past experience on the Board of Directors is very valuable. The Board concurred to review the proposals and make a decision at the Parks meeting.

MAINTENANCE OF STORM SEWER LINES

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

Mr. Rankin updated the Board regarding the status of inspecting and cleaning the outfalls. He also updated the Board regarding the status of the Cinco Municipal Utility District No. 1 desalination project.

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 Duncan 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 accept the report. Director Duncan 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.

Mr. Schroeder reviewed proposals for turf establishment on the Diversion Channel southeast and northeast of Mason Road for estimated costs of \$9,916.00 and

\$12,395.00, respectively. He also reviewed a revised proposal to desilt Va14 for an estimated cost of \$88,730.00.

Mr. Schroeder stated erosion has started on Va1c, undermining slope paving. He stated he will contact Uretex to get a proposal to repair same. Mr. Schroeder reported on new graffiti on Va1b. Mr. Braden reported on graffiti in Falcon Ranch. Director Duncan stated the District is aware, and several of the culprits were apprehended.

Director Poulter then moved to approve the report and the new and revised proposals. Director Duncan seconded the motion, which carried unanimously.

ENGINEER'S REPORT

Mr. Wempe discussed engineering matters, including desilting of the Diversion Channel and the MS-4 program.

Mr. Wempe reviewed the bid tabulation for removing the silt from the top of bank along the Diversion Channel and recommended award of the contract to the lowest responsible bidder, Texan Dirt, in the initial contract amount of \$982,000.00. The Board concurred, in its judgment, Texan Dirt was a responsible bidder who would most efficiently complete the project on behalf of the District. Director Poulter moved, based on the engineer's recommendation, to award the contract to Texan Dirt. Director Duncan seconded the motion, which carried unanimously.

PARK MATTERS, INCLUDING PARKS COMMITTEE RECOMMENDATIONS

Mr. Walker stated the Cinco Ranch Biology Club project will be completed on April 17. Mr. Hewitt updated the Board regarding ongoing construction.

CURRENT EVENTS AND ACTION ITEMS

Director Robinson updated the Board regarding current events, including Kingwood flooding and home rebuilding.

EXECUTIVE SESSION

At 12:43 p.m., the Board convened in Executive Session.

OPEN SESSION

At 1:30 p.m., the Board reconvened in Open Session. Director Poulter moved to engage Andrews & Kurth to represent the District regarding the request from the Department of Justice, authorize ABHR to notify the District's insurance carrier regarding possible enforcement action, and wait to issue the Notice to Proceed on the desilting project until the Corps permit is received. Director Duncan seconded the motion, which carried unanimously.

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


Secretary, Board of Directors

(SEAL)



ACTION LIST

1. The Board will hold the next drainage meeting on May 10, 2018, at 11:30 a.m.

LIST OF ATTACHMENTS TO MINUTES

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