

MINUTES
WILLOW FORK DRAINAGE DISTRICT

July 24, 2013

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in special session, open to the public, on July 24, 2013, 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 Directors Smith and Poulter, thus constituting a quorum.

Also present at the meeting were Mike Price, District resident; Julie Bergen; Jennie Bui-McCoy of Elmore Public Relations, Inc.; Fran Matuska of F. Matuska, Inc.; Matt Klein of TBG Partners ("TBG"); Lou Triche and Dennis Tiff of Champions Hydro-Lawn, Inc. ("Champions"); Robert Wempe of AECOM Technical Services, Inc. ("AECOM"); and Patti Porter Hopper of Allen Boone Humphries Robinson LLP.

MINUTES

The Board first reviewed the minutes of the June 26, 2013, Board meeting. After review and discussion, Director Robinson moved to approve the minutes. Director Renberg seconded the motion, which carried unanimously.

COMMENTS FROM DISTRICT RESIDENTS

Director Ward reviewed a request from a local dentist in La Centerra to hand out toothbrushes, etc. The Board requested the Parks Committee to draft a policy.

CINCO RANCH HOA PROJECTS

The Board discussed the status of the project. After discussion, the Board concurred to defer action until they receive a formal request.

BOOKKEEPER'S REPORT

Ms. Matuska reviewed the bookkeeper's report, a copy of which is attached, including the checks presented for payment. Discussion ensued regarding the District maintenance tax. Mr. Robinson stated the maintenance tax is split \$0.05 for parks and

\$0.03 for drainage. He stated the District has established a large reserve for drainage facilities maintenance, and the \$0.05 for recreational facilities, operations, and maintenance is more than adequate to fund those items. He stated the District also has the ability to issue additional bonds without raising the overall tax rate. After review and discussion, Director Robinson moved to approve the bookkeeper's report and payment of the bills. Director Renberg seconded the motion, which passed by unanimous vote.

OPERATION OF CENTRAL GREEN

Mr. Tiff reviewed pictures of the Central Green.

Discussion ensued regarding the planters on stage. Mr. Tiff recommended lowering the depth of the three center planters so they would not have to be moved.

Discussion ensued regarding the installation of twinkle lights. Mr. Tiff stated he is meeting with an electrician later today.

Discussion then ensued regarding the decomposed granite in the flower beds surrounding the Central Green. Mr. Klein stated the adhesive was re-applied July 2 and is still not performing properly. He stated the installation was done correctly, so the manufacturer will try another way to correct it on a test area.

Mr. Klein stated the audio/visual equipment has been received.

Mr. Klein updated the Board regarding the keyless entries for the storage/equipment room.

Director Renberg updated the Board regarding the Central Green webpage.

After discussion, Director Renberg moved to approve Champions' maintenance of Central Green in August at the current rate. Director Robinson seconded the motion, which carried unanimously.

REPORT FROM JULIE BERGEN

Ms. Bergen reviewed the calendar of events. Discussion ensued regarding using Disney Radio for a back to school bash August 21 through 23. Ms. Bergen stated the fee for this would be \$15,000. After review and discussion, Director Renberg moved to approve engaging Disney Radio. Director Robinson seconded the motion, which carried unanimously.

Discussion ensued regarding Central Green programming and budget. The Board asked Ms. Bergen to prepare a budget for a year of programming for review by the Parks Committee.

Discussion then ensued regarding a permanent program manager for Central Green. Ms. Bergen reviewed the job description and recruitment schedule. The Board requested a responsibility be added for solicitation of underwriters for special events.

PUBLIC RELATIONS REPORT

Ms. Bui-McCoy reviewed a report showing the online publications/periodicals/webpages where the District's Central Green was advertised or mentioned.

UPDATE ON FREEDOM PARK

Mr. Klein updated the Board regarding Freedom Park and stated he had no items for approval.

UPDATE ON TRAILS ALONG VA3

Mr. Klein stated the trails are under construction.

UPDATE ON 32-ACRE PARK

Mr. Klein updated the Board regarding the design of the 32-acre park and stated a presentation was made to Katy Independent School District. He requested authorization to meet with Harris-Fort Bend Counties MUD No. 5 regarding the use of effluent to fill the lakes. Director Renberg then moved to authorize TBG and AECOM to present the design to Harris-Fort Bend Counties MUD No. 5. Director Robinson seconded the motion, which carried unanimously.

PREPARATION OF BOND APPLICATION NO. 2 FOR PARK FACILITIES

Mr. Robinson updated the Board regarding preparation. Mr. Wempe stated the Corps. approved the wetlands delineation. He stated a Kelliwood resident asked that his geotechnical firm be considered for future work.

PUBLIC PARTICIPATION

Mr. Robinson stated the plans need to be posted on the website and a public hearing will need to be held prior to completion of plans for the 32-acre park.

LEASES, EASEMENTS, AND OTHER REAL ESTATE MATTERS


Mr. Robinson requested authorization for AECOM to survey the area needed for parking for the 32-acre park.

PLANS AND SPECIFICATIONS FOR RECREATIONAL FACILITIES PORTION OF
WATER QUALITY PROJECT

Mr. Klein stated he had nothing new to present to the Board at this time. Mr. Wempe updated the Board regarding a meeting with the Corps. He stated the meeting was positive.

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




Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

Minutes
Page

Bookkeeper's report.....1