

MINUTES
WILLOW FORK DRAINAGE DISTRICT

July 22, 2015

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in special session, open to the public, on July 22, 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 Robert Stowe, resident of the District; Jim Cusack of Cinco Municipal Utility District No. 1 ("Cinco 1"); Yvonne Arceneaux, Parks Director; Dray Holeman, Assistant Parks Director; Fran Matuska of F. Matuska, Inc.; Bob Wempe of AECOM; Meade Mitchell of TBG Partners ("TBG"); Lou Triche, Joe Mattingly, and Spencer Nealy of Champions Hydro-Lawn, Inc. ("Champions"); and Stephen M. Robinson and Patti Porter Hopper of Allen Boone Humphries Robinson LLP.

MINUTES

The Board first reviewed the minutes of the June 24, 2015, Board meeting. After review and discussion, Director Poulter moved to approve the minutes. Director Renberg seconded the motion, which carried unanimously.

COMMENTS FROM DISTRICT RESIDENTS

There were no comments from District residents.

SECURITY SERVICES

Director Poulter stated he had nothing new to report.

BOOKKEEPER'S REPORT

Ms. Matuska reviewed the bookkeeper's report, a copy of which is attached, including the checks presented for payment. Ms. Matuska stated Texas Counties Patrol Agency has not provided a W-9 and will not return her emails or phone calls. Ms.

Arceneaux stated she would email, text, and call the principal to resolve this issue. The Board concurred to withhold payment until the documentation is received. 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.

REPORT FROM CHAMPIONS HYDRO-LAWN

Mr. Mattingly discussed maintenance of Central Green and Falcon Landing Trail. Discussion ensued regarding the foam blocks at Exploration Park. The Board requested Mr. Mitchell to provide options for the tower to prevent foam blocks from being thrown or used as a ladder to climb over the rail. Discussion then ensued regarding signage at the park. The Board requested Mr. Mitchell to prepare signage for the park rules.

REPORT FROM TBG PARTNERS

Mr. Mitchell reported on landscape architect matters.

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

The Board discussed Exploration Park and reviewed and the parking to be constructed by the County.

Mr. Cusack updated the Board regarding irrigation for the proposed landscaping on the west and south sides of the South Wastewater Treatment Plant. He stated the cost to Willow Fork, if they partner with Cinco 1, would be \$3,900. He stated this cost would increase by approximately \$1,000 if the District does not partner with Cinco 1. After review and discussion, Director Renberg moved to authorize preparation of an agreement with Cinco 1 to share in the costs of the irrigation system. Director Smith seconded the motion, which carried unanimously.

Director Smith then moved to approve the report, and based on Mr. Mitchell's recommendation, approve the pay estimates. Director Poulter seconded the motion, which carried unanimously.

ENGINEERING REPORT

Mr. Wempe updated the Board regarding engineering matters. A copy of the engineer's report is attached.

Mr. Wempe updated the Board regarding Willow Fork Park and reviewed and recommended approval of Pay Estimate No. 2 in the amount of \$342,012.15, an 18-day time extension, and Change Order No. 1 for reinforced concrete pipe.

Mr. Wempe updated the Board regarding the Willow Fork Park Access Road and stated the pre-construction meeting has been held.

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

REPORT FROM PARKS DIRECTOR

Ms. Arceneaux updated the Board regarding Central Green matters, including a calendar of upcoming events and the budget. She also presented a contract for Jamarcus Bridges. Discussion ensued regarding additional oversight and maintenance of parks as additional facilities come online. The Board requested Mr. Holeman to take a headcount when he visits the park and report back to the Board. After review and discussion, Director Renberg moved to approve the report and the event contract. Director Poulter seconded the motion, which carried unanimously.

PARKS COMMITTEE RECOMMENDATIONS

Mr. Renberg updated the Board regarding upcoming updates to the District's website.

NEW PROJECTS

No new projects were presented for consideration.

CURRENT EVENTS

Director Robinson updated the Board regarding the Legislative Session and Clean Water Act. Mr. Robinson reviewed a summary of the 84th Regular Legislative Session.


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.

(SEAL)




Secretary, Board of Directors

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