

MINUTES
WILLOW FORK DRAINAGE DISTRICT

July 12, 2012

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on July 12, 2012, 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
Scott Lyons	Vice President
Joe Robinson	Secretary
Darrell Kainer	Assistant Vice President
April Renberg	Assistant Secretary

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

Also present at the meeting were Jennifer Goodwin of Cornerstones Municipal Utility District; Rich Rankin of Severn Trent Services; Fran Matuska of F. Matuska, Inc.; Matt Klein of TBG Partners; Lou Triche and Dennis Tiff of Champions Hydro-Lawn, Inc. ("Champions"); Melinda Garza of AECOM, Inc. ("AECOM"); and Annette Stephens and Patti Porter Hopper of Allen Boone Humphries Robinson LLP.

APPROVE MINUTES

The Board reviewed the minutes of the June 6, and June 14, 2012, meetings. After review and discussion, Director Renberg moved to approve the minutes. Director Lyons seconded the motion, which carried unanimously.

COMMENTS FROM DISTRICT RESIDENTS

There were no residents present who wished to address the Board.

SECURITY SERVICES

Director Lyons reviewed the security report.

MAINTENANCE OF STORM SEWER LINES

Mr. Rankin distributed 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 Lyons 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 Lyons seconded the motion, which carried unanimously.

OPERATOR'S REPORT, INCLUDING AUTHORIZING DITCH MAINTENANCE

Mr. Tiff reviewed the operator's report with the Board, a copy of which is attached, and reviewed pictures of ditches.

Mr. Tiff reviewed pictures of washouts on VA1 at Peek Road. He stated the repair authorized at the last meeting will be made when the weather permits.

After review and discussion, Director Lyons moved to approve the operator's report, the repairs, the contract increase, and the August mowing. Director Robinson seconded the motion, which carried unanimously.

ENGINEER'S REPORT

Ms. Garza submitted to the Board the written engineer's report, a copy of which is attached.

Discussion ensued regarding the U.S. Army Corps of Engineers ("USACE") national permit approval and the linear park. Ms. Stephens stated the permit application has been filed with the USACE.

Ms. Garza stated the new MS-4 permit template will not be ready by August, and the Texas Commission on Environmental Quality has indicated it will renew the existing permit for another year. Ms. Garza next updated the Board regarding MS-4 Year 5 implementation items and the budget.

Mr. Robinson reviewed an easement for Cinco Municipal Utility District No. 1's reuse system. After review and discussion, Director Lyons moved to approve the easement. Director Kainer seconded the motion, which carried unanimously.



Ms. Garza presented the checklist for Sprouts, a small grocery store. Director Lyons moved to approve the Sprout's plans and checklist. Director Renberg seconded the motion, which carried unanimously.

Ms. Garza stated she met with the USACE regarding drainage issues in this area but has not yet received a response to AECOM's suggested solutions.

Ms. Garza updated the Board on the Grand Lakes development and stated she had no items for the Board's approval.

Ms. Garza updated the Board on Meadowbrook Farms and stated she had no items for the Board's approval.

Ms. Garza updated the Board regarding the environmental study for the proposed storm water quality feature.

Ms. Garza updated the Board on the status of the new drainage model.

After review and discussion, Director Renberg moved to approve the engineer's report, the MS-4 items listed in the engineer's report, including approval of the updated MS-4 Year 5 task list. Director Lyons seconded the motion, which passed by unanimous vote.

FORT BEND FLOOD MANAGEMENT ASSOCIATION MEETINGS MATTERS

Director Robinson updated the Board regarding Fort Bend Flood Management Association matters. He also updated the Board regarding the National Flood Insurance Program.

PARK MATTERS, BOND APPLICATION, AND WEBSITE

Mr. Klein distributed an update of the Phase 1 Park projects, a copy of which is attached.

Mr. Klein reviewed the bids received for the Freedom Park Baseball Complex and recommended award of the contract to Gulf Coast Landscape Services ("Gulf Coast"), the lowest responsible bidder, in the initial contract amount of \$525,580.00, plus alternate items, for a total contract of \$854,890.00. The Board concurred, in its judgment, that Gulf Coast was a responsible bidder who would most economically and efficiently complete the project on behalf of the District. Director Renberg then moved, based on Mr. Klein's recommendation, to award the contract to Gulf Coast. The motion was seconded by Director Lyons and carried unanimously.

Mr. Klein updated the Board regarding the school improvement projects located at Creech Elementary, Exley Elementary, Fielder Elementary, Kilpatrick Elementary,



Williams Elementary, Beck Junior High, Beckendorff Junior High, McMeans Junior High, Cinco Junior High, and Cinco Ranch High School, and stated work is on schedule.

Mr. Klein reviewed and recommended approval of Pay Estimate Nos. 1 and 2 in the amounts of \$239,988.00 and \$248,578.94, payable to Stewart Builders, and Change Order No. 1 for additional work at Beckendorff Junior High. Director Renberg then moved, based on Mr. Klein's recommendation, to approve the pay estimates and change order. Director Lyons seconded the motion, which carried unanimously.

Mr. Odle stated the Community Green Project will be advertised in July.

Mr. Klein stated advertising for the Central Green begins today.


WATER QUALITY PROJECT RECREATIONAL FACILITIES

Director Renberg updated the Board regarding the committee to seek input on the project. She stated the committee will meet in August.

ACTION ITEMS

The Board then reviewed and discussed the action items list.

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


Secretary, Board of Directors

