

MINUTES
WILLOW FORK DRAINAGE DISTRICT

February 26, 2014

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in special session, open to the public, on February 26, 2014, 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 Bill Proctor, Harry Slye, Chris Liebum, Ken Brandon, and Eric Webb, District residents; Robert Serrett of the Falcon Ranch HOA; Yvonne Arceneaux, Parks Director; Fran Matuska and Katie Mullins 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 Stephen M. Robinson and Patti Porter Hopper of Allen Boone Humphries Robinson LLP.

MINUTES

The Board first reviewed the minutes of the January 22, 2014, Board meeting. After review and discussion, Director Poulter moved to approve the minutes. Director Smith 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, the budget, and a to-do list. She also updated the Board regarding marketing matters. She also requested approval of contracts for upcoming events which are detailed in the parks report. She requested authorization to join the Katy Business Association for a cost of \$125.00 annually. Ms. Arceneaux stated La Centerra may allow her to office next to Francesca's and is waiting on approval from Woody Man. Ms. Arceneaux requested authorization to host the Central Green Birthday Party during the Memorial Day weekend. The Board concurred to join the

Katy Business Association and to consider the best date for the Central Green Birthday Party.

COMMENTS FROM DISTRICT RESIDENTS

There were no comments from District residents.

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 Renberg seconded the motion, which passed by unanimous vote.

REPORT FROM CHAMPIONS HYDRO-LAWN

Mr. Tiff reviewed pictures of Central Green and maintenance report, copies of which are attached. The Board concurred no action was necessary.

REPORT FROM TBG PARTNERS

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

Mr. Klein updated the Board regarding the tree location for the 32-acre park access road and reviewed and recommended approval of Pay Estimate No. 1 in the amount of \$77,075.55, payable to Environmental Design.

Mr. Klein updated the Board on the relocation of the Cinco Ranch High discus practice area relocation and presented and stated the work is complete, and he will present the final pay estimate in March.

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

Mr. Klein updated the Board regarding the design of the Exploration Park access road and stated no action was necessary.

Mr. Klein next updated the Board regarding the butterfly sculpture and stated no action was necessary.

Mr. Klein next updated the Board regarding installation of the kiosk and reviewed and recommended approval of Pay Estimate No. 1 in the amount of \$12,958.20, payable to ProWorx.

Mr. Klein updated the Board regarding the Central Green Lighting and stated no action was necessary.

Mr. Klein updated the Board regarding installation of security cameras at Central Green and recommended approval of Change Order No. 1 in the amount of \$2,087.00.

After review and discussion, Director Smith moved, based on Mr. Klein's recommendation, to approve the pay estimates and change order. Director Renberg seconded the motion, which carried unanimously.

Mr. Serrett stated representatives of the Falcon Ranch HOA met with the KISD School Board regarding children crossing the gabion on VA3. He then reviewed a short film showing kids crossing the gabion, including the Cinco Ranch High School track team. Director Renberg then distributed and discussed the Parks Committee recommendation. She stated the committee recommends contributing Phase III funds in an amount up to \$250,000 unless contingency funds become available from Phase II funds. She stated the committee also recommends not removing the gabion at this time and to install additional signage. In response to a question from Director Renberg, Mr. Proctor stated the County may have some funds in next year's budget. Mr. Serrett stated the Falcon Ranch HOA and MUD may collectively be able to contribute \$100,000. Director Poulter asked for a letter from all entities confirming their support and contribution. After discussion, Director Poulter moved to authorize the Parks Committee to meet with the Falcon Ranch HOA, Fort Bend MUD 124, Fort Bend County, and KISD to negotiate an agreement for consideration by the Board. Director Smith seconded the motion, which carried unanimously.

REPORT FROM AECOM

Mr. Wempe updated the Board regarding the traffic impact analysis for the 32-acre park and stated a meeting was held with the County regarding this access road and the Exploration Park access road.

Mr. Wempe updated the Board regarding park bond application no. 2.

PUBLIC PARTICIPATION MATERS

The Board discussed future projects and public participation.

NEW PROJECTS

No new projects were presented for consideration.

LEASES, EASEMENTS, AND OTHER REAL ESTATE MATTERS

There was no discussion on this item.

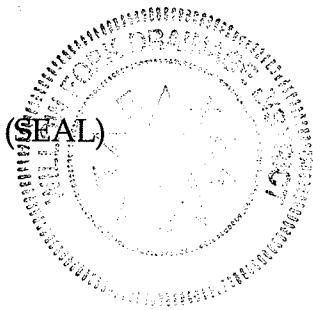
EXECUTIVE SESSION


At 1:52 p.m., the Board closed the public meeting to convene in Executive Session.

OPEN SESSION

At 2:03 p.m., the Board re-convened in Open Session.

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





Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

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