

MINUTES
WILLOW FORK DRAINAGE DISTRICT

August 9, 2012

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on August 9, 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 Directors Lyons and Kainer, thus constituting a quorum.

Also present at the meeting were R. J. Linton, District resident; Rich Rankin of Severn Trent Services; Fran Matuska of F. Matuska, Inc.; Bill Odle and Matt Klein of TBG Partners; Dennis Tiff of Champions Hydro-Lawn, Inc. ("Champions"); Melinda Garza Salazar 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 July 12, 2012, meeting. After review and discussion, Director Robinson moved to approve the minutes. Director Renberg seconded the motion, which carried unanimously.

COMMENTS FROM DISTRICT RESIDENTS

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

SECURITY SERVICES

Director Ward 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 Renberg seconded the motion, which passed by unanimous vote.

BUDGET FOR FISCAL YEAR ENDING SEPTEMBER 30, 2013

Ms. Matuska next reviewed the draft budget for the fiscal year ending September 30, 2013, and requested the Board and consultants to contact her with any questions or revisions prior to the September, 2012 Board meeting.

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 Renberg 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 requested authorization to desilt Ditch VA9 for an estimated cost of \$39,528.00.

Mr. Tiff next requested authorization to replace and adjust the articulated block on VA9b for an estimated cost of \$495.00.

Mr. Tiff requested authorization to replace a missing sign on Ditch VA12 for a cost of \$200.00.

Mr. Tiff reviewed pictures of washouts on VA1 at Peek Road. He stated the repair is complete.

Mr. Tiff stated the repair of the pipe failure on VA10 at Heritage Grand is complete.

After review and discussion, Director Robinson moved to approve the operator's report, the repairs, the sign replacement, and the September mowing. Director Renberg seconded the motion, which carried unanimously.

ENGINEER'S REPORT

Ms. Salazar 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. Salazar stated a response has been received from the USACE. Ms. Stephens stated Mr. Bader of the USACE stated in his letter that the channel is a stream and not a ditch. She stated Ms. Vincent responded to the letter and has requested authorization to meet with the Colonel and have two District representatives in attendance. The Board concurred Directors Ward and Renberg should attend on behalf of the Board of Directors. A copy of the correspondence received from the U. S. Army Corps of Engineers, a response from Pillsbury Winthrop Shaw Pittman LLP, and an executive summary are attached.

Ms. Salazar stated the new MS-4 permit template is not be ready, and the Texas Commission on Environmental Quality has indicated the District should continue to operate under the existing permit until the new permit is approved. Ms. Salazar next updated the Board regarding MS-4 Year 5 implementation items and the budget and requested authorization to prepare the Year 5 report.

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

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

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 and preparation of the Year 5 report. Director Robinson 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. He stated the National Flood Insurance Program has been extended for another five-year period by Congress.

Director Robinson suggested the Board consider adding additional information to the District's website regarding the District's continued efforts to protect the community from flooding.

Director Robinson reported on the Association of Water Board Directors ("AWBD") summer conference. He stated the information from all the seminars can be found on the AWBD website.



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 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 No. 3 in the amount of \$263,243.90, payable to Stewart Builders. Director Renberg then moved, based on Mr. Klein's recommendation, to approve the pay estimate. Director Robinson seconded the motion, which carried unanimously. Mr. Klein stated a ribbon cutting ceremony will be held at Fielder Elementary on August 24, 2012. He stated the Board would be notified when a time has been set.

Mr. Odle reviewed the bid tabulation for the Community Green Project and recommended the Board reject all bids. He requested authorization to re-advertise the project. After review and discussion, Director Renberg moved, based on Mr. Odle's recommendation, to reject all bids. The motion was seconded by Director Robinson and carried unanimously.

Ms. Salazar stated the Texas Commission on Environmental Quality has indicated the Staff Memorandum for the park bond application should be issued within the next week.

WATER QUALITY PROJECT (RECREATIONAL FACILITIES)

There was no discussion on this matter.

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.

(SEAL)




Secretary, Board of Directors

