

## MINUTES

### WILLOW DRAINAGE DISTRICT

November 9, 2017

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on November 9, 2017, at the offices of AECOM, 19219 Katy Freeway, Suite 100, Houston, TX 77094-1009, outside the boundaries of the District, and the roll was called of the members of the Board:

Richard Ward	President
Dan Smith	Vice President
John Poulter	Secretary
Wendy Duncan	Assistant Vice President
Joe Robinson	Assistant Secretary

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

Also present at the meeting were Gerald Ross, Ken Branden, and Steve Haas, members of the public; Dave Corbin, representing Grand Lakes WCID No. 2; Yvonne Arceneaux, Parks Director; Dray Holeman, Assistant to Ms. Arceneaux; Rich Rankin of Severn Trent Services, Inc.; Robert Wempe of AECOM; Matt Klein of TBG Partners; Fran Matuska of F. Matuska, Inc.; Lou Triche, Shea Walker, and Jerry Schroeder of Champions Hydro-Lawn, Inc. ("Champions"); and Annette Stephens and Patti Hopper of Allen Boone Humphries Robinson LLP ("ABHR").

#### APPROVE MINUTES

The Board reviewed the minutes of the previous drainage meeting. Director Poulter moved to approve the minutes. Director Smith seconded the motion, which carried unanimously.

#### COMMENTS FROM DISTRICT RESIDENTS

In response to a question from Mr. Branden, Mr. Klein stated reuse water is not being used at the Willow Fork Park.

Mr. Ross stated Mason Road floods during heavy rains. Mr. Wempe stated AECOM could review the drainage in the area and determine if this is an internal district, District, or Fort Bend County issue.

#### MAINTENANCE OF STORM SEWER LINES

Mr. Rankin reviewed the storm sewer maintenance report, a copy of which is attached. He also updated the Board regarding the status of inspecting and cleaning the

outfalls. Director Duncan reported on two areas of concern and requested Mr. Rankin to inspect them. Mr. Rankin updated the Board regarding the status of the FEMA claim.

#### HURRICANE HARVEY MATTERS

Mr. Schroeder updated the Board regarding Phase 1 and Phase 2 of the Diversion Channel north and south of Fry Road Bridge. Mr. Wempe stated soil samples will be taken every 500 feet and change the frequency based on results. Director Smith moved to approve a proposal to have the soil tested at a cost not to exceed \$20,000. Director Duncan seconded the motion, which carried unanimously. Director Duncan reported on information she distributed on the website and "Next Door".

#### 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 Poulter moved to approve the bookkeeper's report and payment of the bills. Director Duncan 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.

#### OPERATOR'S REPORT, INCLUDING AUTHORIZING DITCH MAINTENANCE

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

Mr. Schroeder updated the Board regarding ongoing and completed repairs.

Mr. Schroeder reviewed a proposal to remove a plug and desilt a portion of VA10 for an estimated cost of \$6,097.25.

Director Smith then moved to approve the report and the proposal. Director Duncan seconded the motion, which carried unanimously.

#### ENGINEER'S REPORT

Mr. Wempe discussed engineering matters, including the water quality project. He stated he is working with BH Garver ("Garver") to complete the project. Mr. Wempe stated Garver wants to be let out of the contract. He stated he is determining what items remain to complete. Director Robinson expressed his concern regarding completion of the project and ongoing maintenance. Mr. Klein stated he would bring drawings of the plantings contemplated now. The Board requested TBG, AECOM, and Champions to meet on site and determine scope and costs and timeline.

Mr. Wempe stated he met with the FEMA mitigation group.

After review and discussion, Director Smith moved to approve the report and action items. Director Duncan seconded the motion, which carried unanimously.

PARK MATTERS, INCLUDING PARKS COMMITTEE RECOMMENDATIONS

Mr. Klein updated the Board regarding park matters.

REPORT FROM PARKS DIRECTOR

Ms. Arceneaux updated the Board regarding recent events.

CURRENT EVENTS AND ACTION ITEMS

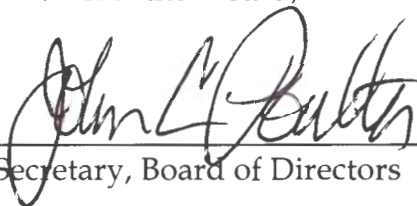
Director Robinson updated the Board regarding current events, including the November 7 election.

Director Ward updated the Board regarding his health.

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

(SEAL)



  
Secretary, Board of Directors

ACTION LIST

1. The Board will next meet on December 14, 2017, at 11:30 a.m.

LIST OF ATTACHMENTS TO MINUTES

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