

MINUTES
WILLOW FORK DRAINAGE DISTRICT

March 13, 2014

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on March 13, 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, except Director Smith, thus constituting a quorum.

Also present at the meeting were Yvonne Arceneaux; Tawana Goodwin; Mike Price, District resident; Clay Brandenburg of Severn Trent Services; Fran Matuska of F. Matuska, Inc.; Matt Klein of TBG Partners ("TBG"); Shay Walker 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 ("ABHR").

APPROVE MINUTES

The Board reviewed the minutes of the February 13, 2014, meeting. After review and discussion, Director Robinson moved to approve the minutes. Director Renberg seconded the motion, which carried unanimously.

COMMENTS FROM DISTRICT RESIDENTS

The Board did not receive any comments from the public. Ms. Goodwin introduced herself to the Board and stated she is excited to begin work.

SECURITY SERVICES

Director Poulter reviewed the security report. He stated there were no incidents reported. After review and discussion, Director Robinson moved to approve the report and payment of the officers. Director Poulter seconded the motion, which carried unanimously.

MAINTENANCE OF STORM SEWER LINES

Mr. Brandenburg 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.

ANNUAL REPORT

Mr. Robinson stated the District is required to file an Annual Report with the appropriate information depositories in accordance with the District's Continuing Disclosure of Information Agreement and as required by SEC Rule 15c2-12. He then reviewed the District's Annual Report with the Board. After review and discussion, Director Robinson made a motion to approve the Annual Report and authorize filing of same with the appropriate information depositories. Director Renberg 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 Poulter moved to approve the tax report. Director Renberg seconded the motion, which carried unanimously.

ADOPT RESOLUTION CONCERNING TAX COLLECTION PROCEDURES AND RESOLUTION CONCERNING EXEMPTIONS FROM TAXATION

Mr. Robinson presented to the Board a Resolution Concerning Exemptions from Taxation. He explained that the resolution provides for the exemption of \$30,000 of the appraised value of residential homesteads for residents who are disabled or 65 years of age or older. He also stated the resolution rejects the general homestead exemption and the exemption for travel trailers. After review and discussion, Director Robinson moved to adopt the Resolution Concerning Exemptions from Taxation. Director Renberg seconded the motion, which passed 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 the ditches and channels.

Mr. Tiff requested authorization to repair sinkholes on VA12 at Gaston for a total cost of \$13,990.00 and repair a sinkhole and pipe failure on VA9b at VA9 for a cost of \$13,500.00.

Mr. Tiff stated he was contacted by a resident whose home backs up to the Diversion Channel near Mason Road. He stated the resident was concerned about

minor settling on top of an outfall pipe and manhole between his home and his neighbor's home. He stated there doesn't appear to be a problem with the pipe and stated he will continue to monitor the area.

Director Ward stated he caught a yard maintenance man stuffing tree branches down the storm drain. He stated he notified the homeowner.

After review and discussion, Director Poulter moved to approve the operator's report, the repairs, and the April mowing, the sinkhole repairs, and action items. Director Robinson seconded the motion, which carried unanimously.

ENGINEER'S REPORT

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

Mr. Wempe stated he received correspondence from FEMA notifying the District that it needs to adopt an updated Flood Control Order. He stated ABHR has since had the District removed from the list, and no action is necessary.

Mr. Wempe next updated the Board regarding MS-4 Year 7 implementation items and distributed the Year 7 task list.

Mr. Robinson stated Cinco Municipal Utility District No. 8 ("MUD 8") has requested that property in MUD 8 outside of the District be included in the MS-4 plan. He stated MUD 8 would need to be responsible for the costs for that property and a separate agreement would be drafted. After discussion, Director Renberg moved to approve including the property as long as MUD 8 is responsible for the additional costs. Director Robinson seconded the motion, which carried unanimously.

Mr. Robinson stated Cinco Municipal Utility District No. 1 is planning to build two brackish wells and needs the District's approval to discharge into the Diversion Channel. The Board discussed whether there would be a negative environmental impact on the flora or fauna. Mr. Klein stated he would check the concentration compared to other projects. After discussion, Director Renberg moved to authorize the engineer to write a letter of no objection if there is no negative environmental impact. Director Poulter seconded the motion, which carried unanimously.

Mr. Wempe updated the Board on the Grand Lakes development and stated he had no items for the Board's approval.

Mr. Wempe updated the Board on Meadowbrook Farms and stated he had no items for the Board's approval.

Mr. Wempe updated the Board regarding the U.S. Army Corps of Engineers matters and stated he had no items for Board consideration.

Mr. Wempe next updated the Board regarding the storm water quality project along the Diversion Channel. He stated the project will be advertised and bids taken within the next several months.

After review and discussion, Director Renberg moved to approve the engineer's report, the MS-4 Year 7 action items and the Year 7 task list. Director Poulter seconded the motion, which passed by unanimous vote.

FORT BEND FLOOD MANAGEMENT ASSOCIATION MATTERS

Director Joseph updated the Board regarding Association matters, including the quarterly meeting held February 14, 2014. He also reported on the NAFSMA seminar on February 21, 2014, which he and Director Poulter attended. Director Poulter presented information regarding legislation impacting flood insurance rates. Director Robinson stated he believes the District should prepare an emergency preparedness plan. Director Ward stated he is not convinced there is an event that would apply to the District. Director Renberg moved to appoint a committee of Directors Ward and Robinson to research the matter. Director Poulter seconded the motion, which carried unanimously.

PARK MATTERS

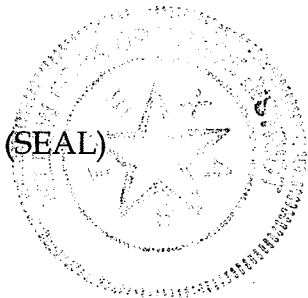
Mr. Klein updated the Board regarding park matters and stated he had no items for approval. Director Renberg presented a proposal from e-sitiful to create an email template. After discussion, Director Robinson moved to approval the proposal. Director Poulter seconded the motion, which carried unanimously.

2014 DIRECTORS ELECTION

Ms. Hopper discussed procedures related to the 2014 Directors Election and the order of the slate of candidates.

ACTION ITEMS

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




Secretary, Board of Directors

ACTION LIST

1. The Board will next meet on April 10, 2014 at 11:30 a.m.
2. Directors Ward and Robinson will determine if the District should consider adopting and implementing an emergency preparedness plan.
3. Mr. Klein will research concentrations of brackish well brine discharge and notify Mr. Wempe.

LIST OF ATTACHMENTS TO MINUTES

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