MINUTES
WILLOW FORK DRAINAGE DISTRICT

January 26, 2015

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in special session, open to the public, on January 26, 2015, 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 Richard McNamara of Houston Parks Board; Robert Stowe, Robert Serrett and Ken Braden, residents of the District; Yvonne Arceneaux, Parks Director; Fran Matuska of F. Matuska, Inc.; Bob Wempe of AECOM; Matt Klein of TBG Partners ("TBG"); Joe Mattingly of Champions Hydro-Lawn, Inc. ("Champions"); and Annette Stephens and Patti Porter Hopper of Allen Boone Humphries Robinson LLP.

MINUTES

The Board first reviewed the minutes of the December 19, 2014, Board meeting. After review and discussion, Director Poulter moved to approve the minutes. Director Robinson seconded the motion, which carried unanimously.

COMMENTS FROM DISTRICT RESIDENTS

Messrs. Serrett and Braden requested they be invited to the dedication ceremony for the bridges at Cinco Ranch High School.

PRESENTATION FROM HOUSTON PARKS BOARD

Mr. McNamara discussed the Houston Parks Board's plans for 150 miles of trails and acquisition of property for greenbelts.

ENGINEERING MATTERS

Mr. Wempe requested authorization to prepare park bond application no. 3. After discussion, Director Renberg moved to authorize preparation of park bond application no. 3. Director Smith seconded the motion, which passed by unanimous

vote. Director Robinson stated the Anco Golf Course will receive reuse water from Cinco Municipal Utility District No. 1 and need permission to cross one of the District's ditches. Mr. Wempe stated he will contact the golf course.

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. Mattingly reviewed pictures of Central Green and Falcon Landing Trail maintenance report, copies of which are attached. Mr. Mattingly reported on projects in progress, including drainage issues and landscape projects. A copy of the report is attached.

REPORT FROM TBG PARTNERS

Ms. Stephens updated the Board regarding KISD approval of the name for the 32-acre park.

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

Mr. Klein updated the Board regarding the 32-acre park and stated no action was necessary. He stated bids for the park came in high and recommended redesign of some of the facilities and rebidding the park in segments based on type of work. He also recommended phasing some of the items in at a later date. He stated he would bring revised plans to the next meeting.

Mr. Klein updated the Board regarding Exploration Park and reviewed and recommended approval of Pay Estimate Nos. 6 and 7 in the amounts of $204,905.52 and $198,082.75, respectively, payable to DL Meacham.

Mr. Klein updated the Board regarding the pedestrian bridges at Cinco Ranch High School and reviewed and recommended approval of Pay Estimate Nos. 3 and 4 in the amounts of $37,710.00 and $17,037.90, respectively, payable to Millis Development and Construction, Inc., and Change Order No. 1.

Mr. Klein updated the Board regarding the Central Green security system and presented Change Order No. 1 in the amount of $700.00.

Mr. Klein reviewed the bids received for the pilot park and trail signage. He stated the low bid was received from ProWorx in the amount of $31,063.00. Ms. Stephens reviewed a surplus funds application for the signage.

LIST OF ATTACHMENTS TO MINUTES

	Minutes Page
Bookkeeper's report	2
Pictures of Central Green and maintenance report	2
Report on projects in progress, including drainage issues and landscape projects	2
Landscape architect's report	2

527278

Director Smith then moved to approve the report, and based on Mr. Klein's recommendation, approve the pay estimates, contract award, and change order, authorize re-advertisement for bids for the 32-acre park, subject to KISD approval, and approve the surplus funds application. Director Poulter seconded the motion, which carried unanimously.

RESOLUTION TO RELEASE FUNDS FROM ESCROW

Ms. Stephens requested authorization to submit an application to the Texas Commission on Environmental Quality to release funds to be held in escrow for Exploration Park and reviewed a resolution to submit the application. After review and discussion, Director Robinson moved to approve submission of the application and execution of the resolution. 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 and the budget. She stated she is looking for a new part-time assistant. After review and discussion, Director Smith moved to approve the report. Director Poulter seconded the motion, which carried unanimously.

PARKS COMMITTEE RECOMMENDATIONS

The Parks Committee had no recommendations.

NEW PROJECTS

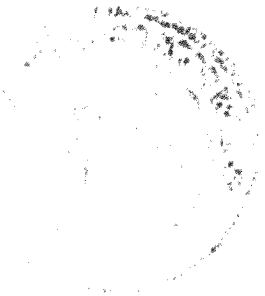
No new projects were presented for consideration.

LEASES, EASEMENTS, AND OTHER REAL ESTATE MATTERS

There was no discussion on this item.

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

(SEAL)

Secretary, Board of Directors

527278