

MINUTES
WILLOW FORK DRAINAGE DISTRICT

April 11, 2013

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on April 11, 2013, 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 Ward, thus constituting a quorum.

Also present at the meeting were Mike Price, and R.J. Linton, District residents; Danny Ward and Alan Lett of Ward & Ames; Rich Rankin of Severn Trent Services; Fran Matuska of F. Matuska, Inc.; Matt Klein of TBG Partners ("TBG"); 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.

APPROVE MINUTES

The Board reviewed the minutes of the March 14, 2013, meeting. After review and discussion, Director Robinson moved to approve the minutes. Director Poulter seconded the motion, which carried unanimously.

GRAND OPENING OF COMMUNITY GREEN AND ENGAGEMENT OF SPECIAL EVENTS COORDINATOR

Director Renberg stated the parks committee interviewed three companies to coordinate and oversee the Central Green Grand Opening and selected Ward & Ames to meet with the Board. She stated Discovery Green in Houston also recommended them. Mr. Ward reviewed Ward & Ames' experience and a proposed schedule and budget for the event to be held May 25 or June 1. Director Renberg stated she has contacted two public relations firms who will meet with the Board at a special meeting. In response to a question from Director Poulter, Mr. Ward stated his firm will manage safety and permitting issues. In response to a question from Director Renberg, Mr. Ward stated his firm will help the District develop a contingency plan in the event of inclement weather. In response to a question from Director Smith, Mr. Ward stated his firm does not handle media/public relations. Director Renberg stated Director Ward

contact her prior to the meeting and stated he was not related to Danny Ward. After review and discussion, Director Smith moved to engage Ward & Ames to manage the Grand Opening for a fee of \$15,500. Director Robinson seconded the motion, which carried unanimously.

COMMENTS FROM DISTRICT RESIDENTS

The Board reviewed a request for a temporary consent to encroachment from a property owner located at 20930 Newbury Park Drive. After review and discussion, Director Poulter moved to authorize access along the channel contingent upon execution of an agreement and receipt of a \$5,000 deposit. Director Robinson seconded the motion, which carried unanimously. The Board requested Mr. Tiff to take pictures if the property owner elects to go forward.

RESULTS ON REFUNDING BONDS

Mr. Robinson next reviewed a summary of the District's \$9,490,000 Unlimited Tax Refunding Bonds, Series 2013, and stated the District achieved 9.94% in present value savings.

SECURITY SERVICES

Director Poulter reviewed the security report. He stated no action was necessary. Mr. Robinson stated the Board will begin to research additional security for District facilities as they are completed.

MAINTENANCE OF STORM SEWER LINES

Mr. Rankin distributed the storm sewer maintenance report, a copy of which is attached. He stated MS-4 training will occur in the next several weeks. Director Smith moved to approve the report. Director Robinson seconded the motion, which carried unanimously.

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 Poulter 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 Robinson moved to approve the tax report. Director Poulter 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 stated it was determined that the erosion on VA10 at Heritage Grand is being caused by the resident's soft water discharge. He stated he would help the owner re-route the line and make the repair as previously approved by the Board.

Mr. Tiff requested authorization to desilt VA3C behind Cinco Ranch High School for a cost of \$35,171.00

Mr. Tiff requested authorization to repair a sinkhole on the Diversion Channel at Mason Road for a cost of \$23,000.00, which includes replacement of the outfall drainage pipes.

Mr. Tiff stated the professional trapper caught nine hogs.

After review and discussion, Director Poulter moved to approve the operator's report, the repairs, the desilting, and the May mowing. Director Smith 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 updated the Board regarding the delineation of wetlands for the 32-acre tract leased from Katy Independent School District and other tracts and stated the U.S. Army Corps of Engineers agrees with AECOM'S reports.

Mr. Wempe next updated the Board regarding MS-4 Year 6 implementation items and distributed the Year 6 task list.

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 requested approval of a proposal for a topographic survey for the 32-acre site, the Diversion Channel Park, and Phase II park projects.

Mr. Wempe updated the Board regarding the well work at Freedom Park being performed by WW Payton and presented Pay Estimate No. 1 in the amount of \$119,700 and Change Order No. 1 in the amount of \$1,200 to replace the fence. Director

Robinson reviewed a newspaper article regarding flood insurance. Director Robinson distributed a handout regarding taxpayer dollars spent in Willow Fork Drainage District. He recommended the Board complete a self evaluation. Mr. Robinson recommended the Board to wait until the legislative session ends.

After review and discussion, Director Smith moved to approve the engineer's report, the MS-4 Year 6 action items and the Year 6 task list, the pay estimate and change order. Director Poulter seconded the motion, which passed by unanimous vote.

FORT BEND FLOOD MANAGEMENT ASSOCIATION MEETINGS MATTERS

Director Robinson reported on Association matters. He reported on the Emergency Management seminar he and Director Poulter attended.

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 field improvement for the Freedom Park Baseball Complex and reviewed and recommended approval of Pay Estimate No. 5 in the amount of \$169,817.40, payable to Gulf Coast Landscape Services, Inc. Director Smith then moved, based on Mr. Klein's recommendation, to approve the Pay Estimate and change order. Director Poulter seconded the motion, which passed by unanimous vote.

Mr. Klein updated the Board regarding the Freedom Park irrigation contract and stated he had no items for approval.

Mr. Klein updated the Board regarding design of the trails along VA3 at Cinco High School and VA3 at Falcon Ranch.

Mr. Klein updated the Board regarding the Community Green Project and reviewed and recommended approval of Pay Estimate No. 5 in the amount of \$247,523.00, payable to Tribble & Stevens, and Change Order No. 2 for utility extension. Director Smith moved to approve the pay estimate and change order. Director Poulter seconded the motion, which carried unanimously.

The Board concurred to hold a special meeting on April 22 at 11:30 at Katy Chamber or La Centerra.

Director Smith then moved to approve the report and action items. Director Poulter seconded the motion, which carried unanimously.

WATER QUALITY PROTECT (RECREATIONAL FACILITIES)

Mr. Wempe stated AECOM has provided the plans to the U.S. Army Corps of Engineers.

ACTION ITEMS

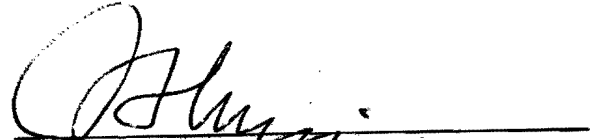
Director Renberg reported the website has been updated. She also reviewed a report regarding visits to the website.

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

ACTION LIST

1. ABHR will prepare RFP for program manager at Central Green.

LIST OF ATTACHMENTS TO MINUTES

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