

MINUTES
WILLOW FORK DRAINAGE DISTRICT

September 12, 2013

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on September 12, 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, thus constituting a quorum.

Also present at the meeting were Mike Price, District resident; Wade Bradford, Robert Smith, and Ken Braden of the Falcon Ranch HOA; Rich Rankin of Severn Trent Services; Fran Matuska of F. Matuska, Inc.; Jennifer Hanna of BKD, LLP; Julie Williams of Rathmann & Associates, L.P.; Bill Odle and Matt Klein of TBG Partners ("TBG"); Lou Triche and Dennis Tiff of Champions Hydro-Lawn, Inc. ("Champions"); Robert Wempe of AECOM Technical Services, Inc. ("AECOM"); and Annette F. Stephens and Patti Porter Hopper of Allen Boone Humphries Robinson LLP.

APPROVE MINUTES

The Board reviewed the minutes of the August 7, 2013, meeting. After review and discussion, Director Poulter moved to approve the minutes. Director Robinson seconded the motion, which carried unanimously.

COMMENTS FROM DISTRICT RESIDENTS

Mr. Bradford introduced himself to the Board and stated he lives in the Windhaven subdivision of the west side of the ditch across from Cinco Ranch High School ninth grade wing. He stated he received no direct contact from the District regarding the trail construction along the ditch. He stated it brings more traffic behind his home on the path. He stated the sidewalk now allows people to see over his fence. He stated there are no bollards to keep vehicular traffic off the trail. He stated he was unhappy that there is no landscape along the trail. He stated the trail needs to be cleaned up. He requested the Board consider adding a bridge closer to the school to cut down on the traffic. He asked if he would be allowed to change his wood fence to a wrought iron fence. Director Ward stated during the planning phase the entire plan was on the website. He stated four-wheelers are strictly prohibited on the ditches. He

stated the security officers will counsel anyone found on a motorized vehicle. Director Ward stated the Park Plan was also published in the press. Ms. Stephens suggested TBG meet with Mr. Bradford after the meeting to discuss operational concerns. Mr. Odle stated the trail is not finished and landscaping is included in the Plan and scheduled for a later phase. He stated a bridge is also included in the Plan for a later phase. Mr. Smith stated the Falcon Ranch community is extremely appreciative of the trail. Mr. Odle stated it will take seven to eight years to complete the Park Plan.

SECURITY SERVICES

Director Poulter reviewed the security report. He stated there are four new areas with graffiti.

MAINTENANCE OF STORM SEWER LINES

Mr. Rankin distributed the storm sewer maintenance report, a copy of which is attached. Director Poulter moved to approve the report. Director Renberg seconded the motion, which carried unanimously.

2013 TAX RATE

Ms. Williams reviewed Rathmann & Associates' 2013 tax rate recommendation of \$0.11 per \$100 assessed valuation for debt service and \$0.03 per \$100 assessed valuation for maintenance and operations of drainage facilities and \$0.05 per \$100 assessed valuation for park maintenance and operations. After review and discussion, Director Robinson moved to approve the 2013 tax rate recommendation and authorize the tax assessor/collector to publish notice of same in a newspaper with general circulation in the District. Director Renberg seconded the motion, which carried unanimously. The Board concurred to adopt the tax rate at the October meeting.

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 Smith seconded the motion, which passed by unanimous vote.

BUDGET FOR FYE SEPTEMBER 30, 2014

Ms. Matsuka next reviewed the budget for the fiscal year ending September 30, 2014. After review and discussion, Director Poulter moved to adopt the budget as discussed. Director Smith seconded the motion, which carried unanimously.

ENGAGE AUDITOR

Ms. Hannah next reviewed BKD's proposal to conduct the audit for the fiscal year ending September 30, 2013, for a fee of \$15,400 plus \$500 for expenses. After review and discussion, and upon a motion by Director Robinson and a second by Director Smith, the Board voted unanimously to engage BKD to prepare the audit.

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 updated the Board regarding the repairs on the Diversion Channel at Mason Road.

Mr. Tiff reviewed a picture of a walk bridge on VA9 in need of repair. The Board requested Mr. Tiff to contact the County.

After review and discussion, Director Renberg moved to approve the operator's report and the October mowing. Director Poulter 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 next updated the Board regarding MS-4 Year 6 implementation items and distributed the Year 6 task list and draft Year 6 Annual Report.

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.

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

FORT BEND FLOOD MANAGEMENT ASSOCIATION MATTERS

Director Robinson reported on Association and FEMA matters.

SPECIAL EVENTS POLICY

The Board considered purchasing an additional special events insurance policy. Director Smith then moved to purchase the special events policy. Director Poulter seconded the motion, which carried unanimously.

CENTRAL GREEN PARK RULES

The Board reviewed the proposed rules. Director Renberg then moved to adopt the Central Green Park Rules. Director Smith seconded the motion, which carried unanimously.

PREPARATION OF PARKS BOND APPLICATION NO. 2

Mr. Wempe next requested authorization to prepare the parks bond application. Director Renberg then moved to authorize preparation. Director Smith seconded the motion, which carried unanimously.

ACTION ITEMS

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




Secretary, Board of Directors

ACTION LIST

1. TBG will meet with Mr. Bradford.

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