

MINUTES

WILLOW FORK DRAINAGE DISTRICT

May 10, 2018

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on May 10, 2018, 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
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 Dion Cole, Tom Rudd, and Robert Stowe, members of the public; Yvonne Arceneaux, Parks Director; Dray Holeman, Assistant to Ms. Arceneaux; Rich Rankin and Bob Ring of Inframark Water & Infrastructure Services ("Inframark"); Sean Hewitt of TBG Partners; Robert Wempe of AECOM; Fran Matuska of F. Matuska, Inc.; Jerry Schroeder of Champions Hydro-Lawn, Inc. ("Champions"); and Annette F. 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

Mr. Stowe requested the Board to provide emergency contact information for dissemination of information to residents. Mr. Ring stated he and ABHR have been working with the Fort Bend County Office of Emergency Management regarding emergency notification procedures and contacts. Ms. Hopper requested Mr. Stowe to ask the homeowner association to remind residents to sign up for the Cinco Municipal Utility District No. 1 emergency notification system and to keep their information current.

HURRICANE HARVEY MATTERS

Mr. Rankin updated the Board regarding the FEMA claim, and he and Mr. Schroeder updated the Board regarding repairs and cleanouts.

Mr. Wempe updated the Board regarding the pending permit. He stated the Corps of Engineers is proceeding with a Nationwide 31 Permit. Mr. Wempe stated the Diversion Channel on the north side of Fry Road is between six to eighteen inches lower than the Grand Lakes side. He stated Champions and AECOM recommend proceeding with the haul off when the permit is received and bringing in better soil to top off and level out the top of banks on the north side. He stated AECOM and Champions will prepare an estimate for the cost of bringing in better soil. In response to a question from the audience, Mr. Wempe stated he is unsure of any progress the Corps has made with rehabilitation of the reservoir.

ENGAGEMENT OF COMMUNITY COMMUNICATIONS FIRM

The Board reviewed the three proposals received for community communications. The Board discussed the pros and cons of all three proposals. The Board concurred Ms. Renberg's past experience on the Board of Directors is very valuable. After review and discussion, Director Poulter moved to engage April Renberg. Director Duncan seconded the motion, which carried unanimously. The Board requested Director Duncan to be Ms. Renberg's liaison.

MAINTENANCE OF STORM SEWER LINES

Mr. Ring reviewed the storm sewer maintenance report, a copy of which is attached.

Mr. Ring updated the Board regarding the status of inspecting and cleaning the outfalls. He reviewed pictures of several outfall pipes which need to be replaced on the Willow Fork. He stated the estimated cost of replacement is \$20,000. After review and discussion, Director Duncan moved to authorize the replacement up \$19,000, subject to verification of ownership and responsibility of the outfalls. Director Smith seconded the motion, which carried unanimously. The Board requested Inframark to coordinate the outfall pipe replacements with Fort Bend County.

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 Smith 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 accept the report. Director Smith seconded the motion, which carried unanimously.

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 pictures of graffiti. The Board requested Champions to remove the graffiti.

Mr. Schroeder reviewed a revised proposal for sinkhole repairs at Willow Fork Park for a total cost of \$30,300.00 (increase of \$9,500.00).

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

ENGINEER'S REPORT

Mr. Wempe stated he and Mr. Schroeder quickly prepared an estimate to bring in better soil to raise and level the north side of the Diversion Channel. He stated the estimated cost is \$25,000.00.

Mr. Wempe discussed engineering matters, including desilting of the Diversion Channel and the MS-4 program.

Mr. Wempe stated a Cinco Municipal Utility District No. 8 wastewater line which crosses the Diversion Channel has surfaced in the Diversion Channel. He stated Cinco Municipal Utility District No. 8's engineer is preparing the estimate to make the repair. He stated the engineer also hinted that that recent desilting in the Diversion Channel may have caused the line to surface. Mr. Wempe stated he does not believe that to be the case. He stated he will review Cinco Municipal Utility District No. 8's plans and specifications. Ms. Stephens recommended the District's insurance carrier be notified. Director Poulter then moved to authorize Mr. Wempe to review the plans and specifications and determine if the recommended repair is the best course of action and authorize ABHR to notify the District's insurance carrier. Director Smith seconded the motion, which carried unanimously.

PARK MATTERS, INCLUDING PARKS COMMITTEE RECOMMENDATIONS

Ms. Arceneaux updated the Board regarding current events.

CURRENT EVENTS AND ACTION ITEMS

Director Robinson updated the Board regarding current events, including flooding and home rebuilding. He requested the Board to combine the July drainage and parks meetings into one meeting on the fourth Wednesday of the month. The Board concurred to combine the two meetings in July.

EXECUTIVE SESSION

The Board did not convene in Executive Session.

OPEN SESSION

This item was not necessary.

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

(SEAL)




Secretary, Board of Directors