

MINUTES

WILLOW FORK DRAINAGE DISTRICT

November 8, 2018

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on November 8, 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, except Director Smith, thus constituting a quorum.

Also present at the meeting were Yvonne Arceneaux, Events Director; Dray Holeman, Assistant to Ms. Arceneaux; Clay Brandenburg and Stacy Thibodeaux of Inframark Water & Infrastructure Services ("Inframark"); Craig Kalkomey of LJA Engineering; Cassandra Cantner of AECOM; Fran Matuska of F. Matuska, Inc.; and Stephen M. Robinson 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 Duncan seconded the motion, which carried unanimously.

COMMENTS FROM DISTRICT RESIDENTS

A representative of the Energy Youth Cricket Club requested the Board to consider allowing their youth club to use Willow Fork Park to practice and play games. The Board concurred to refer the matter to the Parks Committee.

The Board discussed the Art in the Park Event at Willow fork Park.

MAINTENANCE OF STORM SEWER LINES

Mr. Brandenburg reviewed the storm sewer maintenance report, a copy of which is attached. He stated two sections of the 36-inch line with blockages will need to be excavated and cleaned out for an estimated cost of \$25,000.00. After discussion,

Director Poulter moved to authorize the repair not to exceed \$25,000.00 without additional approval by Director Ward. Director Duncan seconded the motion, which carried unanimously.

HURRICANE HARVEY MATTERS, INCLUDING FEMA CLAIM

Ms. Thibodeaux updated the Board regarding the FEMA claim and reviewed a list of projects being submitted for FEMA reimbursement. Director Poulter then moved to approve the report. Director Duncan 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. The Board requested Ms. Matuska to move the Harvey repair items below the bottom line of the expenses so they can better monitor normal expenses in the budget. After review and discussion, Director Poulter moved to approve the bookkeeper's report and payment of the bills. Director Robinson 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.

OPERATOR'S REPORT, INCLUDING AUTHORIZING DITCH MAINTENANCE

The Board reviewed the operator's report, a copy of which is attached, and reviewed pictures of the ditches and channels. Director Poulter moved to approve the report. Director Duncan seconded the motion, which carried unanimously.

ENGINEER'S REPORT

Mr. Kalkomey updated the Board regarding removal of the silt stockpiled along the Diversion Channel and stated work is complete.

Mr. Kalkomey reviewed the engineer's report, a copy of which is attached.

Mr. Kalkomey stated LJA is working with Inframark to develop a plan to perform additional inspections of the storm sewer lines.

Mr. Kalkomey stated LJA is working with Fort Bend County Drainage District and the Harris County Flood Control District regarding the development of new criteria

Mr. Kalkomey updated the Board regarding desilting the final 8200 linear feet of the Diversion Channel. He stated LJA is obtaining the necessary survey data needed to develop the complete bid package for the project. Mr. Kalkomey also updated the

Board regarding Fort Bend County's desilting project on the Willow Fork of the Buffalo Bayou. He stated the County has submitted their environmental request to the United States Army Corps of Engineers and is waiting for approval. Mr. Robinson recommended writing a letter to the Corps requesting that interim repairs and additional storage projects identified by their study be completed as the study identifies repairs and storage projects rather than waiting until the entire study is complete to begin work which could benefit upstream property owners. The Board concurred with Mr. Robinson's recommendation.

Mr. Kalkomey updated the Board regarding the mid-block crossings. He stated the County has approved 11 of the 12 crossings and requested authorization to advertise for bids for the 11 approved crossings.

Director Poulter then moved to approve the engineer's report and authorize advertisement for bids for the 11 approved crossings. Director Duncan seconded the motion, which carried unanimously.

PARK MATTERS, INCLUDING PARKS COMMITTEE RECOMMENDATIONS

Ms. Arceneaux updated the Board regarding current events. She expressed concern regarding the increasing number of children left unattended at Central Green and stated she is working with the Sheriffs and security to ensure the safety of children.

COMMUNITY COMMUNICATIONS

Director Ward updated the Board regarding the mail out. He stated Ms. Renberg indicated that if the mail out is completed prior to the District receiving non-profit status, and achieves non-profit status later, a credit will be issued. The Board concurred to proceed with the mail out now.

EXECUTIVE SESSION

The Board did not convene in Executive Session.

OPEN SESSION

This item was not necessary.

CURRENT EVENTS AND ACTION ITEMS

Director Robinson updated the Board regarding current events, including elections and the upcoming Texas Legislative Session.

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

(SEAL)



John P. Peck
Secretary, Board of Directors