

MINUTES

WILLOW FORK DRAINAGE DISTRICT

February 14, 2019

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on February 14, 2019, 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 Diana Dobbs, Barry Risper, Richard Daniel, and Robert Stowe, members of the public; Yvonne Arceneaux, Events Director; Dray Holeman, Assistant to Ms. Arceneaux; Katie May and McKenzie Osborn of Inframark Water & Infrastructure Services ("Inframark"); Shea Walker and Jerry Schroeder of Champions Hydro-Lawn; Matt Klein of TBG Partners; Craig Kalkomey of LJA Engineering; Karen Kottke of AECOM; Fran Matuska of F. Matuska, Inc.; and Stephen M. Robinson, Harry Thompson, 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

There were no comments from District residents.

HURRICANE HARVEY MATTERS, INCLUDING FEMA CLAIM

Ms. May updated the Board regarding the FEMA claim and reviewed a list of projects being submitted for FEMA reimbursement. A list of the FEMA projects is attached. Director Poulter then moved to approve the report. Director Duncan seconded the motion, which carried unanimously.

MAINTENANCE OF STORM SEWER LINES

Ms. May reviewed the storm sewer maintenance report, a copy of which is attached. She updated the Board regarding the root problem in the 36-inch line and presented a picture of the line post root removal. Ms. May reviewed a list of repairs done in connection with the District's MS-4 program.

BOOKKEEPER'S REPORT

Ms. Matuska reviewed the bookkeeper's report, a copy of which is attached. After review and discussion, Director Smith moved to approve the bookkeeper's 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.

OPERATOR'S REPORT, INCLUDING AUTHORIZING DITCH MAINTENANCE

Mr. Schroeder reviewed the operator's report, a copy of which is attached, and reviewed pictures of the ditches and channels, as well as the parks. Mr. Schroeder requested approval of a proposal to repair an interceptor swale on Va9b for an estimated cost of \$15,260.80 and a proposal to replace six 30-gallon Vitex trees and add black humus, landscape mix, and root stimulator and to replace one 65-gallon Life Oak tree and add black humus, landscape mix, and root stimulator all for a cost of \$4,717.50. The Board requested Champions and Inframark to keep an inventory of all the District drainage pipes and outfalls which notes dates of repairs and replacements. Director Duncan then moved to approve the report and the proposals. Director Smith 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 ABHR to develop a scope and fees to determine possible interim projects that could provide additional storage in the Barker Reservoir based on Chief reports completed during the U. S. Army Corps of Engineer's study of the Barker Reservoir and the Buffalo Bayou. He stated an estimate of the fees will be provided to the Board prior to any work being done. After discussion, the

Board concurred to authorize LJA and ABHR to proceed with preparation of the scope and fees for Board review.

Mr. Kalkomey stated LJA is working with Fort Bend County regarding their request to use the high bank of the Diversion Channel as a haul route for the silt that will be removed from the Willow Fork.

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 reviewed a revised engineer's estimate in the amount of \$4,008,000. Mr. Kalkomey also updated the Board regarding the repair of the gabions and/or modifying the channel bottom and removing portions of the failed gabion in this area.

Mr. Kalkomey stated Fort Bend County received its archeological permit for desilting the Willow Fork of the Buffalo Bayou and is advertising for bids.

Mr. Kalkomey requested approval of a proposal for McDonald Electric to replace the electrical boxes with cabinet boxes for the Central Green stage. He stated the estimated price is not to exceed \$20,000.

Mr. Kalkomey updated the Board regarding the mid-block crossings. He stated no action was necessary.

Ms. Kottke updated the Board regarding MS-4 matters and requested approval of the annual report. In response to a question from Ms. Kottke, the Board concurred that it is still most advantageous for AECOM to continue to administer the MS-4 program.

Director Smith moved to approve the engineer's report, preparation of a scope to study interim projects for the Barker Reservoir, approve the McDonald Electric proposal, subject to receipt of a Form 1295, and to approve AECOM to continue to administer the MS-4 program. Director Duncan seconded the motion, which carried unanimously.

PARK MATTERS, INCLUDING PARKS COMMITTEE RECOMMENDATIONS

Ms. Arceneaux updated the Board regarding current events at Central Green. She stated Flock of Seagulls will not be performing at Central Green, and discussed other possible performers that may be substituted.

Director Smith stated the Park Committee recommends a four percent raise for Ms. Arceneaux to be effective March 1. After discussion, Director Smith moved to approve the pay increase. Director Duncan seconded the motion, which carried unanimously.

COMMUNITY COMMUNICATIONS

Director Duncan updated the Board regarding the communication matters, including the new District website. A copy of the communications report is attached. Director Poulter stated the postcard mailed to residents stated persons may sign up for future communications from the District on the website; however, he could not locate a place to sign up on the website as stated. Mr. Robinson stated a communications policy was provided to the Board and requested they contact ABHR with any suggestions or revisions. Discussion ensued regarding legislation being filed by Fort Bend County to limit or eliminate strategic partnership agreements with the City of Houston. After discussion, Director Duncan moved to authorize ABHR to prepare a letter for Director Ward's signature to be sent to State legislators regarding the impact the proposed legislation would have on the area and the District. Director Poulter seconded the motion, which carried unanimously.

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 the 86th Legislature and communication matters. Director Duncan announced the next Barker Reservoir Flood Prevention Advocacy Group. There being no other business to come before the Board, the meeting was adjourned.

(SEAL)




Secretary, Board of Directors