

## MINUTES

### WILLOW FORK DRAINAGE DISTRICT

May 9, 2019

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on May 9, 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 Dion Cole, member of the public; Yvonne Arceneaux, Events Director; Dray Holeman, Assistant to Ms. Arceneaux; Clay Brandenburg and Stacy Tribadeaux of Inframark Water & Infrastructure Services ("Inframark"); Neil Stillman, Friends of the Park; Shea Walker and Dawn Mouton of Champions Hydro-Lawn ("Champions"); Mr. Craig Kalkomey of LJA Engineering; Karen Kottke of AECOM; Rose Montalbano of F. Matuska, Inc.; and 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. Tribadeaux 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. Ms. Tribadeaux stated she is continuing to work with FEMA to get the claim approved.

## MAINTENANCE OF STORM SEWER LINES

Mr. Brandenburg reviewed the storm sewer maintenance report, a copy of which is attached. He updated the Board regarding preparation of the five-year inspection and maintenance.

## BOOKKEEPER'S REPORT

Ms. Montalbano reviewed the bookkeeper's report, a copy of which is attached. After review and discussion, Director Poulter moved to approve the bookkeeper's report and payment of the bills. Director Duncan seconded the motion, which passed by unanimous vote.

## TAX ASSESSOR/COLLECTOR'S REPORT

Ms. Montalbano 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. He requested proposals to repair interceptor pipes on Va1 for an estimated cost of \$15,812.00 each. Mr. Schroeder stated the new trail in Falcon Ranch will be turned over to Champions for maintenance very soon. Discussion ensued regarding the current section of trails. Mr. Schroeder stated TBG will issue the Notice to Proceed for Section T once the interceptor pipes are repairs.

Mr. Schroeder updated the Board regarding the Butterfly Garden.

After review and discussion, Director Poulter moved to approve the report and the proposals. Director Duncan seconded the motion, which carried unanimously.

## ENGINEER'S REPORT

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.

Mr. Kalkomey stated Fort Bend County's contractor has mobilized, and LJA continues to work with Fort Bend County and the contractor regarding pedestrian safety concerns near Exploration Park.

Mr. Kalkomey stated LJA is working with Inframark to develop a capital improvement plan addressing outfall and storm line repairs, replacements, and maintenance.

Mr. Kalkomey stated LJA is discussing contractor concerns with the Fort Bend County contractor.

Ms. Kottke updated the Board regarding MS-4 matters. She stated no action was necessary today.

Director Duncan moved to approve the engineer's report, the MS-4 proposal, and the action items. Director Robinson seconded the motion, which carried unanimously.

#### PARK MATTERS, INCLUDING PARKS COMMITTEE RECOMMENDATIONS

Ms. Arceneaux updated the Board regarding current and future events at Central Green.

#### COMMUNITY COMMUNICATIONS

Director Ward stated the Communications Committee approved the revised Communications Policy and recommends Board adoption. Director Ward stated Ms. Renberg is negotiating a monthly fee to update the website, Central Green website, and build the Facebook page. After discussion, Director Poulter moved to approve the Communications Policy and authorize a new agreement with esiteful to finish the website, update the Central Green website, and build the Facebook page.

The Board discussed future postcard mailings and possible mascot.

#### EXECUTIVE SESSION

The Board did not convene in Executive Session.

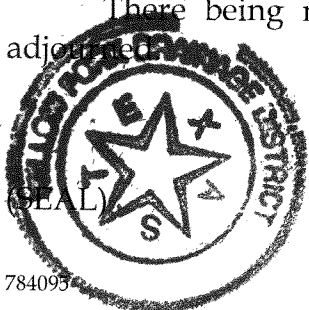
#### OPEN SESSION

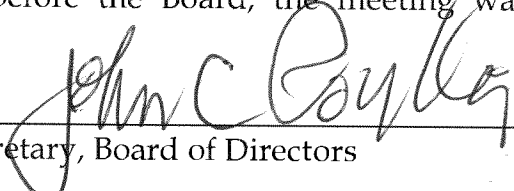
This item was not necessary.

#### CURRENT EVENTS AND ACTION ITEMS

Director Robinson updated the Board regarding current events. Mr. Robinson discussed bills of interest being considered during the 86th Legislature.

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



  
Secretary, Board of Directors