

MINUTES  
WILLOW FORK DRAINAGE DISTRICT

August 8, 2019

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

Also present at the meeting were Yvonne Arceneaux, Events Director; Dray Holeman, Assistant to Ms. Arceneaux; Katie May of Inframark Water & Infrastructure Services ("Inframark"); Neil Stillman, Friends of the Park; Shea Walker and Jerry Schroeder of Champions Hydro-Lawn ("Champions"); Mr. Craig Kalkomey of LJA Engineering; Karen Kottke of AECOM; Fran Matuska of F. Matuska, Inc.; and Stephen M. Robinson, Harry Thompson, Danielle Goering, Elaine Renberg, and Patti Hopper of Allen Boone Humphries Robinson LLP ("ABHR").

APPROVE MINUTES

The Board reviewed the minutes of the previous drainage meeting. Director Duncan moved to approve the minutes. Director Smith seconded the motion, which carried unanimously.

COMMENTS FROM DISTRICT RESIDENTS

There were no comments from the public. Ms. May requested the Board to consider increasing the budget line item for MS4 reporting and GPS equipment and software. The Board asked Ms. May to research other possible vendors.

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 Smith 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.

## BOOKKEEPER'S REPORT

Ms. Matuska reviewed the bookkeeper's report, a copy of which is attached. She also reviewed the draft drainage budget for the fiscal year ending September 30, 2020. After review and discussion, Director Smith 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. Matuska presented the County tax collection report.

## 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 trails. 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 repaired.

Mr. Schroeder updated the Board regarding the Butterfly Garden.

After review and discussion, Director Smith 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 and the U. S. Army Corps of Engineers ("Corps") to develop a scope and fees to determine possible interim projects and the pilot project that could provide additional storage in the Barker Reservoir based on Chief reports completed during the Corps' study of the Barker Reservoir and the Buffalo Bayou and requested authorization to prepare the preliminary engineering report.

Mr. Kalkomey stated Fort Bend County's contractor is still working, 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 reviewed the bid tabulation for desilting the remaining 8,200 linear feet of the Diversion Channel and recommended award of the contract to the lowest responsible bidder, Allgood Construction Company, in the initial amount of \$4,251,648.00. The Board concurred, in its judgment, Allgood Construction Company was a responsible bidder who would most economically complete the project and be most advantageous to the District.

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 contract award, the preparation of the preliminary engineering report for the pilot project, and the action items. Director Smith 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

The Board reviewed the report and discussed the mailout.

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, including the Katy Times. Mr. Robinson discussed the 86th Legislature and legislation impacting the District.

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

  
Secretary, Board of Directors

(SEAL)

