

MINUTES  
WILLOW FORK DRAINAGE DISTRICT

September 12, 2019

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on September 12, 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 Commissioner Andy Meyers; Robert Stowe, member of the public; Neil Stillman, Friends of the Park; Julie Williams, Rathmann & Associates; Yvonne Arceneaux, Events Director; 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 and T. J. Cloud of LJA Engineering; Karen Kottke of AECOM; Fran Matuska 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

Commissioner Meyers stated a nearby neighborhood, outside the boundaries of the District, has a flooding issue and requested the Board to consider providing additional capacity to them in the District's drainage system. The Board requested Mr. Kalkomey to determine if the District has capacity to provide additional capacity to and out of District neighborhood.

Mr. Stowe requested a copy of a map showing the District's trails. Mr. Klein stated he would send him a map.

## 2019 TAX RATE

Ms. Williams reviewed the 2019 tax rate recommendation of \$0.185 per \$100 assessed valuation comprised of \$0.09 for debt service and \$0.095 for maintenance and operations with \$0.06 designated for drainage and \$0.035 designated for parks and recreational facilities. After review and discussion, Director Smith moved to approve the tax rate recommendation, schedule a public hearing for October 10, 2019 at 11:30 a.m. at the Willow Fork Country Club, and to authorize publication of a notice regarding same. Director Poulter seconded the motion, which carried unanimously.

## 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. Ms. May stated the MS-4 tracking software system needs to be updated. She stated Inframark recommends using the H2O System which will allow the easiest transition of date for approximately \$20,000 and \$5000 annually thereafter for maintenance. Director Smith then moved to approve the report and implementation of the H2O System at a cost not to exceed \$22,000.00. 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. Ms. May updated the Board regarding future cleaning and maintenance of the storm sewer lines. She stated Inframark is working with a company that will assist them with the cleaning and maintenance at a reasonable price.

## 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, payment of the bills, and adoption of the budget. 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. Mr. Schroeder presented proposals to repair sinkholes on Va3.

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 presented for execution the contracts for desilting the Diversion Channel from the Cinco South Wastewater Treatment Plant to Buffalo Bayou.

Mr. Kalkomey stated LJA has started preparing conceptual sketches for possible joint projects with the Corps of Engineers. He stated LJA will work with TBG and ABHR regarding the conceptual layouts and possible enhancement features.

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 continuing work with Inframark to develop a capital improvement plan addressing outfall and storm line repairs, replacements, and maintenance.

Mr. Kalkomey stated LJA and TBG are working to review the bid received for the mid-block crossings and review the Falcon Landing crossing near the District's proposed crossing.

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, execution of the desilting contract, 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 concurred no action was necessary.

### EXECUTIVE SESSION

The Board did not convene in Executive Session.

OPEN SESSION

This item was not necessary.

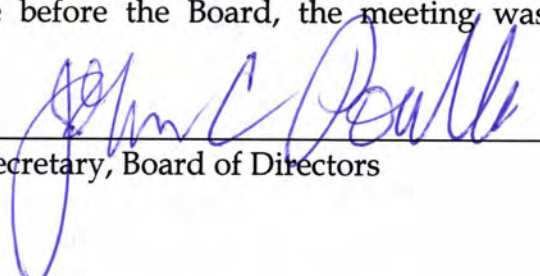
CURRENT EVENTS AND ACTION ITEMS

Director Robinson updated the Board regarding current events, including the new laws impacting property taxation. he District.

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

(SEAL)



  
Secretary, Board of Directors