

MINUTES  
WILLOW FORK DRAINAGE DISTRICT

December 12, 2019

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, December 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, except Director Robinson, constituting a quorum.

Also present at the meeting were Robert Stowe and Dion Cole, members of the public; Chuck Mathieson of Grand Lakes Water Control and Improvement District No. 4; Yvonne Arceneaux, Events Director; Matt Klein of TGB Partners; Patrick Sandwick and Tracy Thibadeaux of Inframark Water & Infrastructure Services ("Inframark"); Lou Triche, 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, 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 Smith seconded the motion, which carried unanimously.

COMMENTS FROM DISTRICT RESIDENTS

There were no comments from District residents.

HURRICANE HARVEY MATTERS, INCLUDING FEMA CLAIM

Ms. Thibadeaux 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

Mr. Sandwick 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. After review and discussion, Director Poulter moved to approve the bookkeeper's report and payment of the bills. Director Smith 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. He also reviewed a proposal for graffiti removal in the amount of \$725.00. After review and discussion, Director Poulter moved to approve the report and proposal. 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 updated the Board regarding desilting of the Diversion Channel from the Cinco South Wastewater Treatment Plant to Buffalo Bayou and recommended approval of Pay Estimate No. 1 in the amount of \$108,075.60, payable to Allgood Construction, and Change Order No. 1 in the amount of \$116,759.35 for the access road from Barker Dam to the Diversion Channel. The Board concurred Change Order No. 1 was advantageous to the District. Mr. Thompson stated ABHR is continuing to pursue an access easement for the final portion of the access road.

Mr. Kalkomey stated the Parks Committee reviewed conceptual plans for park related items for the park portion of the pilot project, and TBG is adjusting their conceptual plan based on feedback from the Committee. He stated once that portion is complete, LJA will rerun the excavation and flood storage calculations.

Mr. Kalkomey updated the Board regarding the midblock crossings, specifically the cost sharing agreement with Fort Bend County. To share in the costs. He stated, to date, no one has received the agreement from the County.

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 updated the Board regarding the Va1, Va9, and Va12 slope erosion repairs and stated LJA and Inframark are working to address FEMA concerns. He stated the project is on hold until FEMA signs off on the project.

Director Duncan moved to approve the engineer's report, including the change order and pay estimate. 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

Director Ward discussed communication matters, including topics for the January newsletter.

EXECUTIVE SESSION

The Board did not convene in Executive Session.

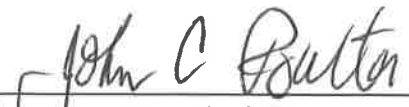
OPEN SESSION

This item was not necessary.

CURRENT EVENTS AND ACTION ITEMS

The Board discussed current events

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

  
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Secretary, Board of Directors

(SEAL)