

MINUTES  
WILLOW FORK DRAINAGE DISTRICT

November 14, 2019

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on November 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 Diane Dobbs, staff member of Commissioner Meyers; Robert Serrett and Robert Stowe, member of the public; Yvonne Arceneaux, Events Director; 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; Rose Montalbano 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

Mr. Serrett asked about the status of the Flacon Landing Trail from Willow Fork Park to Kingsland. Mr. Thompson stated the landscape architect is preparing a cost estimate.

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

Ms. May reviewed the storm sewer maintenance report, a copy of which is attached. Mr. Sandwick stated Cinco Municipal Utility District No. 12 is televising and cleaning its storm lines and recommended the District consider cleaning its lines that connect to MUD 12's lines. He stated the estimated cost is \$4,000.00. Director Smith moved to authorize cleaning the drainage lines that connect to Cinco Municipal Utility District No. 12. Director Duncan seconded the motion, which carried unanimously.

## BOOKKEEPER'S REPORT

Ms. Montalbano 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 Duncan seconded the motion, which passed by unanimous vote.

## TAX ASSESSOR/COLLECTOR'S REPORT

Ms. Montalbano 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. After review and discussion, Director Duncan moved to approve the report. Director Smith 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 stated Allgood has mobilized. He requested the Board authorize Director Ward to conditionally approve Change Order No. 1 for the M.F. 1093 access.

Mr. Kalkomey a meeting was held with ABHR to discuss possible projects with the Corps of Engineers. He stated LJA will continue 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 visited with Fort Bend County regarding relocating the existing mid-block crossing on Falcon Landing next to the District's channel. He stated the County gave oral approval contingent upon the District and Fort Bend County Municipal Utility District No. 124 agreeing to the relocation. He stated the County did not indicate if the additional costs for the relocation would be reimbursable.

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 reviewed the bid tabulation for Va1, Va9, and Va12 slope erosion repairs and recommended award of the contract to the lowest responsible bidder, Champions Hydro-Lawn, in the initial contract amount of \$519,081.41.

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, authorize Director Ward to conditionally approve Change Order No. 1 for the F.M. 1093 access, execution of the right of entry agreement for the Corps and CenterPoint Energy, and award the contract for repairs to Va1, Va9, and Va12. 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 future newsletters. He stated the committee has decided to publish newsletters on alternating months. He asked for input on the postcards. The Board concurred information regarding flood insurance should be provided every January. Director Ward discussed the Kelliwood Homeowner Association meeting he and Director Duncan attended.

Mr. Kalkomey reviewed the presentations from the Fort Bend County Levee District seminar.

#### EXECUTIVE SESSION

The Board did not convene in Executive Session.

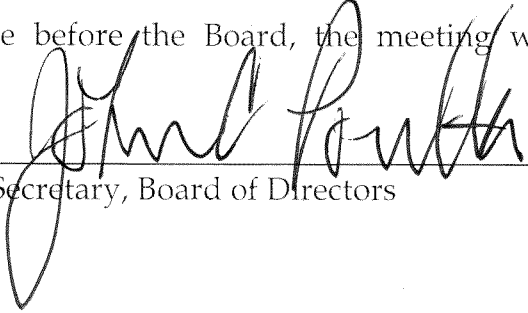
#### OPEN SESSION

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 and the District.

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

  
Secretary, Board of Directors

(SEAL)

