

MINUTES

WILLOW FORK DRAINAGE DISTRICT

October 12, 2017

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on October 12, 2017, at the offices of AECOM, 19219 Katy Freeway, Suite 100, Houston, TX 77094-1009, outside 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 Lisa Kinzel, Robert Stowe, Mike Price, and Gerald Ross, members of the public; Yvonne Arceneaux, Parks Director; Dray Holeman, Assistant to Ms. Arceneaux; Rich Rankin of Severn Trent Services, Inc.; Fran Matuska of F. Matuska, Inc.; Lou Triche, Dawn Mouton, and Jerry Schroeder of Champions Hydro-Lawn, Inc. ("Champions"); and Annette Stephens 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. Ross thanked the Board for allowing him to speak. He stated his neighborhood has access issues after heavy rains because water remains in the streets. Mr. Ross requested the Board to update the website regarding the temporary meeting location. He stated he read that the District submitted a report to Fort Bend County after Tropical Storm Harvey. Mr. Wempe stated he would provide him with a copy.

MAINTENANCE OF STORM SEWER LINES

Mr. Rankin reviewed the storm sewer maintenance report, a copy of which is attached.

HURRICANE HARVEY MATTERS

Mr. Rankin updated the Board regarding televising the outfalls. He stated the survey is complete, and he will provide a copy to AECOM and Champions with repair recommendations.

Mr. Schroeder updated the Board regarding cutting of the bleeder channels and pilot channel (Phase 1 rehabilitation). He stated Phase 2 will be for the removal of the remaining 100,000 yards of silt, and Phase 3 will be to either haul off the silt or incorporate on the side slopes.

Mr. Rankin stated most of the street cleaning is complete.

Mr. Schroeder updated the Board regarding the status of the remaining channels. He stated VA14 will need to be rehabilitated.

Director Duncan stated she is working with the HOA and Fort Bend County to find a location to place the silt from the Willow Fork of Buffalo Bayou.

Director Duncan updated the Board regarding the provision of information to the HOA's regarding actions being undertaken to rehabilitate facilities after the hurricane.

Director Ward requested Champions, AECOM, and ST to mark post-hurricane work invoices and work orders with "Hurricane Harvey", and directed Ms. Matuska to use desilting reserve funds to pay these costs.

The Board concurred to hold a special meeting to discuss Hurricane Harvey matters.

BOOKKEEPER'S REPORT

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

TAX ASSESSOR/COLLECTOR'S REPORT

Ms. Matuska distributed the tax report, a copy of which is attached.

REAPPRAISALS FOR DAMAGED PROPERTIES

The Board discussed reappraisal of properties that were damaged as a result of Hurricane Harvey. After discussion, Director Poulter moved to request the Fort Bend Central Appraisal District to reappraise property within the District and place information on the District's website with information for property owners regarding

who to contact if they wish to have a reappraisal done. Director Robinson seconded the motion, which carried unanimously.

OPERATOR'S REPORT, INCLUDING AUTHORIZING DITCH MAINTENANCE

Mr. Schroeder reviewed the operator's report with the Board, a copy of which is attached, and reviewed pictures of the ditches and channels.

Mr. Schroeder updated the Board regarding ongoing and completed repairs.

Mr. Schroeder reviewed a proposal to repair the slope on VA1 for an estimated fee of \$180,000 to \$200,000.

Mr. Schroeder stated he is preparing a proposal for desilting VA14.

Mr. Schroeder reviewed a proposal to proceed with Phase 2 of the rehabilitation of the Diversion Channel for a cost of \$684,497.25.

Director Duncan then moved to approve the report and the proposals. Director Smith seconded the motion, which carried unanimously.

Director Duncan reviewed an application for an AWBD Award for Exploration Parks.

Mr. Schroeder discussed sinkholes at Willow Fork Park and reviewed a proposal in the amount of \$15,788.50. He reviewed a proposal to fertilize and mulch at Central Green.

ENGINEER'S REPORT

Mr. Wempe discussed engineering matters, including the water quality project. He reviewed and stated he is working with BH Garver to get a schedule to complete the project.

Ms. Stephens reviewed an easement in favor of the NFBWA.

After review and discussion, Director Smith moved to approve the report and action items. Director Duncan seconded the motion, which carried unanimously.

PARK MATTERS, INCLUDING PARKS COMMITTEE RECOMMENDATIONS

Mr. Klein updated the Board regarding park matters. He stated Willow Fork Park has been turned over to Champions for maintenance.

REPORT FROM PARKS DIRECTOR

Ms. Arceneaux updated the Board regarding recent events.

Ms. Stephens reviewed a memorandum regarding ownership of the two bridges. She stated the District is the owner of one bridge and the HOA is the owner of the other. A copy of the memorandum is attached.

CURRENT EVENTS AND ACTION ITEMS

Director Robinson updated the Board regarding current events, including an upcoming AWBD seminar and the EPA.

Director Ward updated the Board regarding his health.

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


Secretary, Board of Directors

