

WILLOW FORK DRAINAGE DISTRICT
PARK MATTERS

February 28, 2018

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on February 28, 2018, at the regular meeting place 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 Michael Tian, Tommy Lin, Robert Koplaku, Anastasia Podtynnaya, Kush Desai, and Mowa Oyebamiji, representing the Cinco Ranch High School Biology Club; Gregg Nady, Anna Agnew, and Robert Stowe, residents of the District; Neil Stillman, Friends of the Park; Bob Wempe of AECOM; Fran Matuska of F. Matuska, Inc.; Yvonne Arceneaux and Dray Holeman; Andrew, and Matthew Dunn, and Josh Lugo of On-site Protection LLC ("On-site"); Matt Klein and Sean Hewitt of TBG Partners ("TBG"); Lou Triche, Shea Walker, Jerry Schroeder, and Dawn Mouton of Champions Hydro-Lawn, Inc. ("Champions"); and Annette F. Stephens and Patti Hopper of Allen Boone Humphries Robinson LLP.

APPROVAL OF MINUTES

The Board considered approving the minutes of the previous parks meeting. After discussion, Director Robinson moved to approve the minutes. Director Poulter seconded the motion, which passed by unanimous vote.

COMMENTS FROM THE PUBLIC

Mr. Stowe asked what the next steps are for local projects now that the Federal Government has approved funding for Hurricane Harvey. Mr. Wempe stated Mr. Robinson indicated additional funding may be available for mitigation projects. Director Duncan discussed the District's efforts to get the third reservoir constructed, to have the Barker Reservoir spillway lowered to 95 feet from 101 feet, and improvements to conveyance facilities up and down stream of the Barker Reservoir. She then updated the group regarding ongoing repairs to District facilities. Discussion ensued regarding the entity that would handle disbursement of funds. Ms. Stephens stated Mr.

Robinson contacted her and indicated FEMA would be dispersing the funds to individual claimants, including the District.

Mr. Stillman updated the Board regarding Friends of the Park activities.

PRESENTATION FROM CINCO RANCH HIGH SCHOOL BIOLOGY CLUB

Messrs. Tian, Lin, and Kopliku introduced themselves to the Board and discussed the purpose of their project. Mr. Tian stated the group conducted testing to determine why the Willow Fork Park Lake was cloudy and to find a solution. Mr. Tian discussed testing done regarding the saturation of oxygen in the lake, as well as, fecal coliform testing results. Mr. Kopliku discussed water turbidity test results. Mr. Lin discussed the results of tests done to determine total suspended solids and stated the bottom of the lake was tested. He also discussed the results of turbidity testing. Mr. Lin also reviewed evidence of bloodworms in the lake. Mr. Tian stated both physical and chemical factors are contributing to the lake's cloudy appearance. The three gentlemen then reviewed possible solutions, including alum and gypsum. Mr. Tian stated the group recommends treating the lake with alum which should aid in clarifying the water for a period of five to fifteen years and requested financial assistance to purchase the necessary supplies.

In response to a question, Mr. Tian stated their research indicated there would be no harmful side effects from treating the lake with alum.

The Board thanked the group for their efforts and concurred funding would be considered upon consultant review and concurrence with the recommendations. Ms. Stephens stated any work done at the lake should be supervised by Champions Hydro Lawn. The Board requested the consultants to review the information presented today and to make a recommendation at the March parks meeting.

Director Duncan requested the biology club to consider studying the impact of bitter weed along the District's channels and lake.

SECURITY SERVICES

Mr. Matthew Dunn reported on security matters, including contacts with off-duty Sheriff's deputies.

Mr. Andrew Dunn reported on the status of security cameras at Exploration Park. He stated On-site continues to work with CenterPoint to provide power to the camera cross the street from Exploration Park.

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 Duncan seconded the motion, which passed by unanimous vote.

CHAMPIONS MAINTENANCE REPORT

Mr. Schroeder reviewed the maintenance report, a copy of which is attached, and updated the Board regarding the status of facilities and ongoing maintenance and repairs. After review and discussion, Director Smith moved to approve the report. Director Robinson seconded the motion, which carried unanimously.

Ms. Mouton updated the Board regarding electrical issues and venting for the Central Green restrooms.

REPORT FROM TBG PARTNERS

Mr. Klein updated the Board regarding Section 1 of Phase 3 of the trail system and stated he had no items for approval.

Mr. Klein updated the Board regarding the Pedestrian Bridge and stated he had no items for approval.

Mr. Klein updated the Board regarding the repairs to Litchfield Bridge and stated he had no items for approval.

Mr. Klein reviewed the bid tabulation for Phase 3 trails, Package 2, and recommended award of the contract to the lowest responsible bidder, Division III + Constructors Inc. ("Division III"), in the initial contract amount of \$1,236,067.50. The Board concurred, in its judgment, that Division III was a responsible bidder who would most efficiently and economically complete the project on behalf of the District.

After discussion, Director Smith moved to approve the report, and based upon Mr. Klein's recommendation, award the contract for Phase 3 Trails, Package 2, to Division III. Director Duncan seconded the motion, which carried unanimously.

Discussion ensued regarding the trails along T-103. Mr. Klein stated Harris County will not entertain trail construction along that ditch until they are finished with their rehabilitation project. Discussion then ensued regarding Memorial Municipal Utility District's trail project. Ms. Stephens reviewed a letter to Harris County in support of the project. Director Smith moved to approve sending the letter. Director Duncan seconded the motion, which carried unanimously.

ENGINEERING REPORT

Mr. Wempe updated the Board regarding engineering matters. Mr. Wempe reviewed Pay Estimate No. 19 and Final, the Affidavit of Bills Paid, and Certificate of Completion for the Water Quality Project. He stated \$31,297.52 is being held for items

that were not adequately established prior to Hurricane Harvey. Director Smith moved to approve Pay Estimate No. 19 and Final. Director Duncan seconded the motion, which carried unanimously.

HURRICANE HARVEY MATTERS

Messrs. Wempe and Schroeder updated the Board regarding the status of the FEMA claim for assistance and the repairs to facilities. Mr. Wempe stated he continues work with the Corps of Engineers regarding access to Corps property on the east side of Mason Road and is still researching Nationwide Permit options for the pitch and haul segment of the cleanup. Mr. Wempe stated he will try to schedule a meeting with the Corps to review the District's plans and will apprise the Board of the time and location.

REPORT FROM PARKS DIRECTOR

Ms. Arceneaux updated the Board regarding upcoming events. After discussion, Director Poulter moved to approve the contract for Curt Miller. Director Robinson seconded the motion, which carried unanimously.

PARKS COMMITTEE RECOMMENDATIONS

Ms. Stephens reviewed an Amended Employment Agreement with Mr. Holeman to increase his salary to \$19,200 annually and his hours to 80 hours per month. Director Smith stated the Parks Committee is in favor of the increase. Director Smith then moved to approve Amended Employment Agreement. Director Duncan seconded the motion, which carried unanimously.

CURRENT EVENTS

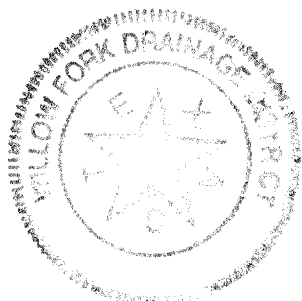
Director Robinson discussed current events.

REVIEW ACTION LIST AND DISCUSS MEETING SCHEDULE AND ITEMS FOR INCLUSION ON NEXT AGENDA

The Board concurred to hold the next meeting on March 28, 2018, at the regular time at the Willow Fork Country Club, if available, otherwise, at the offices of AECOM.

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

(SEAL)




Secretary, Board of Directors