

WILLOW FORK DRAINAGE DISTRICT
PARK MATTERS

July 25, 2018

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on July 25, 2018, at the regular meeting place, 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 members of the public on the attached list; James Brown, Noe Escobar, and Craig Kalkomey of LJA Engineering, Inc.; Fran Matuska of F. Matuska, Inc.; Rich Rankin and Katie May of Inframark; Matthew Dunn and Josh Lugo of On-Site Protection LLC Arceneaux and Dray Holeman; Matt Klein of TBG Partners ("TBG"); Shea Walker, Dawn Mouton, Les Griffith, and Jerry Schroeder 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 and drainage meetings. After discussion, Director Poulter moved to approve the minutes. Director Duncan seconded the motion, which passed by unanimous vote.

COMMENTS FROM THE PUBLIC

Mr. Wood stated he is concerned with an additional ten-foot sidewalk parallel to an existing sidewalk from Cinco Ranch Boulevard to Mason along Buffalo Bayou. He stated the slopes are collapsing along Buffalo Bayou and believes repairing this is more important than constructing trails. He stated he is also concerned with security along the trails. Director Duncan thanked Mr. Wood for his information. She stated the new sidewalk is to allow pedestrians an alternative to walking through the woods. Ms. Stephens stated Fort Bend County is responsible for maintaining Buffalo Bayou.

Mr. Ramsey stated he has attended five meetings in the last year and has been corresponding with the previous engineer regarding the drainage issues behind his home and this neighbors' homes (6018, 6022, and 6014 Walkabout Way). Ms. Stephens

recommended a meeting be set up next week at Mr. Ramsey's home with LJA, TBG, Champions, and Inframark. Mr. Ramsey agreed and stated he would contact Ms. Stephens with a date and time. Ms. Morzhuena requested additional trails through property owned by the Army Corps of Engineers along Westheimer Parkway to Highway 6. She presented letters from several persons requesting same. Mr. Nady concurred with Ms. Morzhuena. The Board stated this area is outside of their jurisdiction and suggested Ms. Morzhuena make her request to Harris County.

Mr. Braden requested an update regarding the Hawk Signal. Mr. Klein stated plans have been submitted to the County, and the trail will commence when the Encroachment Agreement with the pipeline company is executed.

FRIENDS OF THE PARK

No discussion occurred regarding this matter.

SECURITY SERVICES

Mr. Matthew Dunn reported on security matters. He also reported on contacts between off-duty Sheriff's deputies and the public. Mr. Dunn reviewed pictures of the new lights at Willow Fork Park.

BOOKKEEPER'S REPORT

Ms. Matuska reviewed the bookkeeper's report for parks and for drainage, copies of which are attached, including the checks presented for payment. After review and discussion, Director Poulter moved to approve the bookkeeper's reports and payment of the bills. Director Smith seconded the motion, which passed by unanimous vote.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Matuska reviewed the tax report, a copy of which is attached. Director Poulter moved to approve the report. Director Smith seconded the motion, which carried unanimously.

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. He reviewed a proposal for interceptor repairs along the Diversion Channel for a cost of \$23,374.50 each. Director Smith then moved to approve the report and proposals. Director Duncan seconded the motion, which carried unanimously.

PARKS MAINTENANCE REPORT

Mr. Schroeder and Ms. Mouton review the parks maintenance report, a copy of which is attached. No action was necessary.

Mr. Brandenburg introduced Ms. May to the Board and requested the Board to allow her to be the new Inframark representative. Director Joseph moved to approve Ms. May as the District representative. Director Duncan seconded the motion, which carried unanimously. Ms. May then reviewed the storm water maintenance report, a copy of which is attached.

REPORT FROM TBG PARTNERS

Mr. Klein presented the landscape architect's report, a copy of which is attached.

Mr. Klein updated the Board regarding Central Green turf repair and stated no action was necessary.

Mr. Klein updated the Board regarding Trails Package 1 and stated no action was necessary.

Mr. Klein updated the Board regarding Trails Package 2 and recommended approval of Pay Estimate No. 2 in the amount of \$109,470.60, payable to Division III Constructors Inc.

Mr. Klein updated the Board regarding the Pedestrian Bridge and recommended approval of Pay Estimate No. 3 in the amount of \$9,360.00, payable to Division III Constructors.

Mr. Klein updated the Board regarding the Litchfield Bridge repairs and recommended approval of Pay Estimate No. 2 in the amount of \$4,523.85, payable to D. L. Meacham, L.P.

After review and discussion, Director Smith moved to approve the pay estimates detailed on the landscape architect's report. Director Duncan seconded the motion, which carried unanimously.

ENGINEERING REPORT

Mr. Gordon distributed and reviewed the engineer's report, a copy of which is attached. He stated he is reviewing drainage plans for new construction within the District.

Mr. Gordon updated the Board regarding the dirt hauling contract and stated he had no items for approval.

Mr. Gordon stated Cinco Municipal Utility District No. 8 has completed the sanitary sewer repair in the Diversion Channel.

HURRICANE HARVEY AND FEMA MATTERS

Ms. Williams discussed 2018 values and financing options for repairs and ongoing maintenance and mitigation projects as a result of Hurricane Harvey. She stated she will better be able to make specific recommendations once Fort Bend and Harris Counties both certify the tax rolls and the actual amount needed for projects is determined.

Director Duncan updated the Board regarding the status of the FEMA claim and possible mitigation projects.

REPORT FROM PARKS DIRECTOR

Ms. Arceneaux updated the Board regarding upcoming events.

PARKS COMMITTEE RECOMMENDATIONS

There were no Parks Committee recommendations.

COMMUNICATIONS MATTERS

Director Ward reported he and Director Duncan met with April Renberg to discussion community communication needs. He stated Ms. Renberg is preparing a communications plan for the Board's review. Director Duncan also discussed the Barker Reservoir Advocacy Group and encouraged all in attendance to join.

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 parks meeting on August 22, 2018, at 12:30 p.m.

EXECUTIVE SESSION

This item was not necessary.