

WILLOW FORK DRAINAGE DISTRICT  
PARK MATTERS

May 23, 2018

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on May 23, 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 Robert Stowe and Ken Braden, residents of the District; Bob Wempe of AECOM; Fran Matuska and Rose Montalbano of F. Matuska, Inc.; Yvonne Arceneaux and Dray Holeman; Andrew and Matthew Dunn of On-site Protection LLC ("On-site"); Matt Klein and Sean Hewitt of TBG Partners ("TBG"); Jerry Schroeder and Dawn Mouton of Champions Hydro-Lawn, Inc. ("Champions"); and Stephen M. Robinson 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 Poulter moved to approve the minutes. Director Smith seconded the motion, which passed by unanimous vote.

COMMENTS FROM THE PUBLIC

Mr. Stowe asked if the District will be joining Fort Bend County's lawsuit against the U. S. Army Corps of Engineers. Mr. Robinson discussed the scope of the Fort Bend County suite and regional drainage issues.

FRIENDS OF THE PARK

Director Smith updated the Board regarding activities.

HAWK SIGNAL FOR TRAIL CROSSING ON FALCON LANDING

Mr. Klein stated the Parks Committee discussed this matter. He stated the crossing is included in the District's master parks plan. He stated the Parks Committee recommends moving forward with the signal pending determination of the long-term

maintenance responsibilities and to accept Fort Bend County Municipal Utility District No. 124's \$50,000 donation should the District move forward.

### SECURITY SERVICES

Mr. Matthew Dunn reported on security matters. He also reported on contacts between off-duty Sheriff's deputies and the public. In response to a question from Director Ward, Mr. Andrew Dunn stated he would research whether any additional procedures or assets could be added to the parks for security purposes.

### BOOKKEEPER'S REPORT

Ms. Matuska reviewed the bookkeeper's report, a copy of which is attached, including the checks presented for payment. Ms. Matuska requested a rate increase for additional park work being performed by her office. 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. Mr. Schroeder reviewed proposals to replace trees at Willow Fork Park in the amount of \$2,587.50, to repair irrigation at Willow Fork Park for \$1,418.95, and to repair irrigation at Exploration Park for \$5,050.28. Director Duncan then moved to approve the report and proposals with the exception of the tree replacement, pending confirmation of whether the trees are covered under warranty. Director Smith seconded the motion, which carried unanimously.

Ms. Mouton updated the Board regarding the repair of the fountain at Willow Fork Park. She stated the repair is complete.

### REPORT FROM TBG PARTNERS

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

Mr. Klein updated the Board regarding the trails package and stated no action was necessary.

Mr. Klein reviewed a proposal to repair the turf at Central Green for a cost of \$72,400.00. Director Smith requested that the padding and drainage also be inspected while the repair is being made. Director Duncan then moved to approve the proposal. Director Smith seconded the motion, which carried unanimously.

## HURRICANE HARVEY MATTERS

Mr. Wempe reviewed an email received the Army Corps of Engineers indicating its investigation is closed regarding the District's desilting activities. Mr. Schroeder reviewed a proposal to desilt the remaining 8200 feet of the Diversion Channel for a cost of \$4,445,110.48. Mr. Robinson stated the engineer needs to determine if the last 8200 feet should be done on an emergency basis or if the project should be advertised for bids. He stated Grand Lakes Water Control & Improvement District should also be consulted prior to proceeding. Mr. Wempe stated he would obtain post construction cross sections to determine the impact the remaining 8200 feet has on the District's facilities. Mr. Robinson stated he would contact the District's financial advisor to determine the best manner to finance this expense. Discussion then ensued regarding the District's permit to desilt the channels. The Board requested Mr. Wempe to determine viable projects which could be permitted under the current permit.

Mr. Schroeder reviewed a proposal to establish turf on the Diversion Channel slopes and bottom for a cost of \$39,042.45. Director Smith then moved to approve the turf establishment proposal and table approve of the proposal to desilt the remaining 8200 feet of the Diversion Channel. Director Duncan seconded the motion, which carried unanimously.

## ENGINEERING REPORT

Mr. Wempe updated the Board regarding engineering matters, including the proposed midblock crossings for the trails. He stated he will provide additional information to the Parks Committee.

## REPORT FROM PARKS DIRECTOR

Ms. Arceneaux updated the Board regarding upcoming events.

## PARKS COMMITTEE RECOMMENDATIONS

There were no Parks Committee recommendations.

## CURRENT EVENTS

Director Robinson discussed current events, including hurricane season, and flood insurance.

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

The Board concurred to hold the next meeting on June 27, 2018, at the regular time at the Willow Fork Country Club.

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

  
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Secretary, Board of Directors

(SEAL)

