

WILLOW FORK DRAINAGE DISTRICT
PARK MATTERS

March 27, 2019

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on March 27, 2019, 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 Gregg Nady, member, of the public; Neil Stillman of Friends of the Park; Craig Kalkomey of LJA Engineering, Inc.; Fran Matuska and Rose Montalbano of F. Matuska, Inc.; Katie May of Inframark; Matthew Dunn and Josh Lugo of On-Site Protection LLC; Yvonne Arceneaux; Dray Holeman, assistant to Ms. Arceneaux; Matt Klein of TBG Partners ("TBG"); Jerry Schroeder and Dawn Mouton of Champions Hydro-Lawn, Inc. ("Champions"); and Stephen M. Robinson, Harry Thompson, 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

There were no comments from the public.

FRIENDS OF THE PARK

Mr. Stillman thanked the Board for their support. He stated an event will be held April 27 regarding storm water pollution. Mr. Robinson requested a copy of the materials for the District storm water pollution prevention program manual.

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 parks and trails.

Mr. Klein updated the Board regarding the Exploration Park Bathroom project and stated bids will be presented to the Board at the July parks meeting.

Mr. Klein updated the Board regarding Trails Package 1 and reviewed and recommended approval of Pay Estimate No. 16 in the amount of \$159,755.17, payable to D. L. Meacham, and Change Order No. 2 in the amount of \$89,817.00. The Board concurred the change order was advantageous to the District.

Mr. Klein updated the Board regarding Trails Package 2 and reviewed and recommended approval of Pay Estimate No. 10 in the amount of \$20,610.90, payable to Division III Constructors, Inc.

Mr. Klein updated the Board regarding Trail Package 3 and stated the preconstruction meeting was held March 20, and the Notice to Proceed was issued March 25.

Mr. Klein updated the Board regarding the Pedestrian Bridge and stated no action was necessary.

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

Director Smith stated TxDOT is providing grant money for projects which provide a safer route for children to walk to school. He then reviewed a below-grade crossing which will make it safer for children attending Cinco Junior High. After discussion, Director Smith moved to approve an application to TxDOT and submission for this project. Director Duncan seconded the motion, which carried unanimously.

BOOKKEEPER'S REPORT

Ms. Matuska reviewed the bookkeeper's reports for parks and drainage, copies 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 Smith seconded the motion, which passed by unanimous vote.

CHAMPIONS MAINTENANCE REPORT

Mr. Schroeder reviewed the maintenance reports for parks and drainage, a copies of which are attached, and updated the Board regarding the status of facilities and ongoing maintenance and repairs. Discussion ensued regarding an outfall installed by the owner of a new shopping center. The Board requested Mr. Kalkomey to determine if the District approved the plans. Director Smith reported an outfall

washout issue on the Willow Fork. Mr. Kalkomey stated he would report the issue to Fort Bend County. Director Poulter then moved to approve the report. Director Duncan seconded the motion, which carried unanimously.

Discussion ensued regarding legislation introduced regarding extraterritorial jurisdiction and strategic partnership agreements. The Board requested ABHR to prepare a letter for Director Ward's execution regarding the impact of the proposed legislation on the District and region.

Director Ward stated a local landscape company has requested an opportunity to make a proposal to the Board. After discussion, the Board concurred that Champions Hydro-Lawn was providing excellent service and there was no need to seek proposals.

ENGINEERING REPORT

Mr. Kalkomey distributed and reviewed the engineer's report, a copy of which is attached.

REPORT FROM EVENTS DIRECTOR

Ms. Arceneaux reviewed recent and upcoming activities for Central Green. Director Duncan moved to approve the events. Director Smith seconded the motion, which carried unanimously.

PARKS COMMITTEE RECOMMENDATIONS

There were no Parks Committee recommendations.

ENGINEERING REPORT

Mr. Kalkomey distributed and reviewed the engineer's report, a copy of which is attached.

Mr. Kalkomey updated the Board regarding the mid-block crossings.

Mr. Kalkomey updated the Board regarding the Exploration Park Restroom Facilities and discussed surveying and environmental work.

Discussion ensued regarding the County desilting of the Willow Fork. The Board expressed their concern that adequate measures are not being taken to minimize future washouts which may negatively impact District facilities. The Board requested Mr. Kalkomey to contact Fort Bend County to express their concerns.

Director Poulter then moved to approve the engineer's report. Director Duncan seconded the motion, which carried unanimously.

HURRICANE HARVEY AND FEMA MATTERS

Ms. May discussed the FEMA claim and mitigation. Mr. Kalkomey stated LJA's opinion and FEMA's opinion regarding the scope of several projects differ. Ms. May stated Inframark and LJA are working with FEMA to reconcile the differences.

COMMUNICATIONS MATTERS

Director Ward Ms. Renberg updated the Board regarding communications.

SECURITY SERVICES

Mr. Matthew Dunn reported on security matters. He also reported on contacts between off-duty Sheriff's deputies and the public.

CURRENT EVENTS

Director Duncan stated she attended a stakeholders meeting regarding the Barker Reservoir. She stated a letters of intent are due soon for the 737-acre project. Director Duncan then moved to authorize preparation and submission of a letter of intent for the District. Director Poulter seconded the motion, which carried unanimously.

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 April 24, 2019, at 12:30 p.m.

EXECUTIVE SESSION

This item was not necessary.

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



Secretary, Board of Directors