

WILLOW FORK DRAINAGE DISTRICT  
PARK MATTERS

May 22, 2019

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on May 22, 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, except Director Smith, thus constituting a quorum.

Also present at the meeting were Gregg Nady and Katya Morziuera, members of the public; Neil Stillman of Friends of the Park; Fran Matuska of F. Matuska, Inc.; Katie May of Inframark; Matthew and Andrew Dunn of On-Site Protection LLC; Yvonne Arceneaux; Dray Holeman, assistant to Ms. Arceneaux; Jerry Schroeder and Dawn Mouton of Champions Hydro-Lawn, Inc. ("Champions"); and 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 Duncan seconded the motion, which passed by unanimous vote.

COMMENTS FROM THE PUBLIC

Ms. Morziuera discussed trails and children's safety walking to school, specifically along Westheimer. She requested a bike path behind McMeans. Director Duncan stated the District cannot build trails along T-103 until Harris County completes their remediation work.

FRIENDS OF THE PARK

Mr. Stillman discussed upcoming events. He stated the butterfly garden has been planted. Mr. Stillman stated an event was held April 27 regarding storm water pollution.

## 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 Duncan seconded the motion, which passed by unanimous vote.

## REPORT FROM TBG PARTNERS

The Board did not receive a landscape architect's report.

## CHAMPIONS MAINTENANCE REPORT

Mr. Schroeder reviewed the maintenance report for parks and drainage, a copy of which is attached, and updated the Board regarding the status of facilities and ongoing maintenance and repairs. Discussion ensued regarding the temporary tent at Central Green and how much it would cost to install a permanent structure with a roof that can be retracted. Mr. Schroeder stated he will research the matter.

Mr. Schroeder stated insecticide and fungicide will be applied after Memorial Day. Director Poulter requested Champions to find out what chemicals are being applied.

Mr. Schroeder requested approval of proposals for interceptor pipe replacements on Va1c-28e and Va1c-28w for a cost of \$15,812.00 each, installation of irrigation on the Diversion Channel at Mason Road for a cost of \$50,071.12, and replacement of trees on the Diversion Channel west of Mason Road for an estimated amount of \$54,923.59.

The Board concurred to install warning signs at the park entries regarding native wildlife. Director Poulter moved to approve the report, and the repair of pipe interceptors. Director Duncan seconded the motion, which carried unanimously.

## HURRICANE HARVEY MATTERS

Ms. May updated the Board regarding the status of District claims and stated FEMA has obligated the funds for the storm line cleaning.

## FIVE YEAR PLAN

Ms. May reviewed a five-year plan to televise or lamp the storm sewer lines and a manhole survey. The Board approved starting year 1 in the next budget year.

Mr. Thompson requested authorization to prepare a letter for Director Ward's and Director Duncan's approval requesting the District be allowed to provide comment to the Corps study. After discussion, Director Duncan moved to approve. Director Poulter seconded the motion, which passed unanimously.

#### REPORT FROM EVENTS DIRECTOR

Ms. Arceneaux reviewed recent and upcoming activities for Central Green.

#### PARKS COMMITTEE RECOMMENDATIONS

There were no Parks Committee recommendations.

#### ENGINEERING REPORT

The Board did not receive an engineering report.

#### COMMUNICATIONS MATTERS

Director Ward stated the Committee has no items for approval.

#### SECURITY SERVICES

Mr. Matthew Dunn reported on security matters. He also reported on contacts between off-duty Sheriff's deputies and the public. Mr. Andrew Dunn requested authorization to place the monitoring equipment in a separate compartment. Discussion ensued regarding a homeless man who continues to visit the park and cause criminal mischief. The Board concurred to contact the Sheriff's Department if the man continues to vandalize property or bother other park visitors.

#### CURRENT EVENTS

Director Robinson discussed current events, including the Texas Legislature and the Spring AWBD breakfast.


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

The Board concurred to hold the next parks meeting on June 26, 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

(SEAL)

