

WILLOW FORK DRAINAGE DISTRICT
PARK MATTERS

June 26, 2019

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on June 26, 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; Fran Matuska of F. Matuska, Inc.; Matt Klein of TBG Partners; Clay Brandenburg and Stacy Thibodeaux of Inframark; Matthew and Andrew Dunn of On-Site Protection LLC; Yvonne Arceneaux; Dray Holeman, assistant to Ms. Arceneaux; Shea Walker 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

There were no comments from the public.

FRIENDS OF THE PARK

Mr. Stillman discussed upcoming events. He stated a nature scavenger hunt is being planned.

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

Mr. Klein reviewed the landscape Architect Report, a copy of which is attached. Mr. Klein updated the Board regarding the Exploration Park restroom and requested authorization to advertise for bids.

Mr. Klein updated the Board regarding Trails Package 3 and recommended approval of Pay Estimate No. 2 in the amount of \$44,051, payable to MoBill Contractors.

Mr. Klein updated the Board regarding the Pedestrian Bridge and requested approval of Pay Estimate Nos. 8 and 9 in the amounts of \$13,176.00 and \$65,472.50, payable to Division III Contractors, and Change Order No. 1 in the amount of (\$,11595.00).

Mr. Klein reviewed a proposal from D.L. Meacham for various trail improvements. The Board concurred to table action on this item.

After review and discussion, Director Smith moved to approve the report, including the pay estimates and the change order detailed in the report, and authorize advertisement for bids for the Exploration Park Restroom. Director Poulter seconded the motion, which carried unanimously.

CHAMPIONS MAINTENANCE REPORT

Ms. Mouton reviewed the maintenance reports for parks and drainage, copies of which are attached, and updated the Board regarding the status of facilities and ongoing maintenance and repairs. Ms. Mouton reviewed a proposal to repair a receptor on Va1 for a cost of \$15,812.00. After review and discussion, Director Smith moved to approve the report and proposal. Director Poulter seconded the motion, which carried unanimously.

HURRICANE HARVEY MATTERS

Ms. Thibodeaux updated the Board regarding the status of District FEMA, a copy of which is attached. In response to a question from Director Duncan, the Board concurred she could attend a Grand Lakes meeting to discuss the status of the Diversion Channel desilting.

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 reviewed the engineering report, a copy of which is attached.

Mr. Kalkomey stated LJA is waiting for an update on the mid-block crossings.

Mr. Kalkomey updated the Board regarding the proposed below-grade crossings and stated the District's preliminary application was accepted by TxDOT. He stated the detailed application is due August 15, 2019. He requested authorization to complete the preliminary design of the crossings. Discussion ensued regarding stakeholder support for the project. The Board concurred to prepare an on-line petition for residents and to take same to the parks committee meeting with the stakeholders.

Mr. Kalkomey updated the Board regarding the Exploration Park Restroom Facility and stated LJA has not received additional comments from the Corps.

Mr. Kalkomey updated the Board regarding desilting the Diversion Channel downstream of Exploration Park and requested authorization to advertise for bids. Director Smith then moved to approve the engineer's report, including the preparation of plans for the below-grade crossings and authorize advertisement for bids for the Diversion Channel desilting project. Director Duncan seconded the motion, which carried unanimously.

Discussion ensued regarding the T-103 Channel and the proposed trail. The Board requested LJA to prepare the surveys and provide same to ABHR to determine ownership information.

COMMUNICATIONS MATTERS

Director Ward discussed communication matters. Discussion ensued regarding grass clippings. The Board requested Mr. Thompson to prepare a letter to the school district reminding their staff not to blow clippings into the storm inlets. The Board reviewed and approved the postcard.

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 Robinson discussed current events, including the Texas Legislature and the Summer AWBD conference.

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

The Board concurred to hold the next parks meeting on July 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.



John C. Baugh
Secretary, Board of Directors