

WILLOW FORK DRAINAGE DISTRICT
PARK MATTERS

July 24, 2019

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on July 24, 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 Mike Walters, member of the public; Fran Matuska of F. Matuska, Inc.; Glen Jarrett of TBG Partners; Katie May of Inframark; Matthew and Andrew Dunn of On-Site Protection LLC; David Rivera of LJA Engineering; 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

Mr. Walters stated a drainage swale runs along his back fence line, and the trails being constructed on the high bank of the ditch will allow persons to peer into his back yard and windows. Mr. Thompson stated ABHR and LJA will research the issue and report their findings. There were no comments from the public.

FRIENDS OF THE PARK

The Board discussed the success of the butterfly garden.

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

Mr. Jarrett updated the Board regarding Trails Package 1 and recommended approval of Pay Estimate Nos. 19 and 20 in the amounts of \$23,490.00 and \$7,650.00, respectively, payable to D. L. Meacham.

Mr. Jarrett updated the Board regarding Trails Package 2 and stated no actions was necessary.

Mr. Jarrett updated the Board regarding Trails Package 3 and recommended approval of Pay Estimate No. 3 in the amount of 38,372.40, payable to MoBill Contractors.

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

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

Discussion ensued regarding the irrigation at Willow Fork Park. Mr. Schroeder suggested adding irrigation to several of the grassy maintenance areas. The Board requested Mr. Schroeder to obtain pricing and report back to the Board.

CHAMPIONS MAINTENANCE REPORT

Mr. Schroeder 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. After review and discussion, Director Smith moved to approve the report. Director Poulter seconded the motion, which carried unanimously.

HURRICANE HARVEY MATTERS

Ms. May updated the Board regarding the status of District FEMA, 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. Rivera reviewed the engineering report, a copy of which is attached.

Mr. Rivera stated LJA is waiting for an update on the mid-block crossings and stated bids should be presented at the next parks meeting.

Mr. Rivera updated the Board regarding the proposed below-grade crossings and stated the District's final application will be filed with TxDOT by August 15, 2019.

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

Mr. Rivera updated the Board regarding the trail segments located within the reservoir. He stated a meeting is being scheduled to discuss this package with the Corps of Engineers.

Mr. Rivera updated the Board regarding the pilot project in the reservoir. He stated LJA is still working to schedule a meeting with the Corps.

Mr. Rivera updated the Board regarding desilting the Diversion Channel downstream of Exploration Park and stated the project is being advertised.

COMMUNICATIONS MATTERS

Director Ward discussed communication matters. Discussion ensued regarding grass clippings.

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 anniversary of the first lunar landing.

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 28, 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)

