

WILLOW FORK DRAINAGE DISTRICT
PARK MATTERS

November 20, 2019

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on November 20, 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 Robert Serrett, Gregg Nady, and Robert Stowe, members of the public; Diane Dobbs, staff member of Commissioner Meyers; Fran Matuska of F. Matuska, Inc.; Glen Jarrett of TBG Partners; Matthew and Andrew Dunn of On-Site Protection LLC; Craig Kalkomey of LJA Engineering; Yvonne Arceneaux; Jerry Schroeder and Dawn Mouton of Champions Hydro-Lawn, Inc. ("Champions"); and Harry Thompson and Patti Hopper of Allen Boone Humphries Robinson LLP.

COMMENTS FROM THE PUBLIC

Mr. Serrett requested an update on the trail from Willow Fork Park to Bay Hill. Mr. Thompson stated he is working with all parties to get an estimate.

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.

SECURITY REPORT

Mr. Andrew Dunn reported on security matters for the parks, trails, and drainage facilities. Discussion ensued regarding including coverage during the holidays. Mr. Matthew Dunn recommended increasing patrols by 15 to 20%. The Board concurred with the recommendation.

FRIENDS OF THE PARK

Director Smith stated no activities are planned until March or April, 2020.

BOOKKEEPER'S REPORT

Ms. Matuska reviewed the bookkeeper's report for parks, a copy 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.

CHAMPIONS MAINTENANCE REPORT

Mr. Schroeder reviewed the maintenance report for parks, a copy of which is attached, and updated the Board regarding the status of facilities and ongoing maintenance and repairs. He also reviewed a proposal to repair sinkholes on Hole no. 8 and Hole No. 15. He also reviewed a proposal to install a 12" catch basin at Willow Fork Park to reduce erosion.

After review and discussion, Director Smith moved to approve the report and proposals. Director Duncan seconded the motion, which carried unanimously.

LANDSCAPE ARCHITECT REPORT

Mr. Jarrett reviewed the landscape architect report, a copy of which is attached.

Mr. Jarrett updated the Board regarding the trail signage and wayfinding and requested the Board to approve purchase of the signage.

Mr. Jarrett updated the Board regarding the Exploration Park Bathroom project and stated he is working with the engineer to resolve an issue regarding the location of a sanitary sewer line.

Mr. Jarrett updated the Board regarding Trails Package 1 and stated no action was necessary.

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

Mr. Jarrett updated the Board regarding Trails Package 3 and stated no action was necessary.

After review and discussion, Director Duncan moved to approve the landscape architect report and purchase of the wayfinding signs. Director Poulter seconded the motion, which carried unanimously.

REPORT FROM EVENTS DIRECTOR

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

PARKS COMMITTEE RECOMMENDATIONS

There were no Parks Committee recommendations.

ENGINEERING REPORT

Mr. Kalkomey discussed engineering matters.

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

COMMUNICATIONS MATTERS

Director Ward discussed communication matters.

CURRENT EVENTS

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 December 18, 2019, at 12:30 p.m.

EXECUTIVE SESSION

The Board did not convene in Executive Session.

OPEN SESSION

This item was not necessary.

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




Secretary, Board of Directors