

WILLOW FORK DRAINAGE DISTRICT
PARK MATTERS

February 26, 2020

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on February 26, 2020, 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 Duncan, thus constituting a quorum.

Also present at the meeting were Gregg Nady and Robert Stowe, members of the public; Neil Stillman, Friends of the Park; Fran Matuska of F. Matuska, Inc.; Glen Jarrett of TBG Partners; Matthew 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 Stephen M. Robinson, Harry Thompson, and Patti Hopper of Allen Boone Humphries Robinson LLP.

COMMENTS FROM THE PUBLIC

Mr. Nady stated he would have a comment during the trails item.

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. Dunn reported on security matters for the parks, trails, and drainage facilities. Discussion ensued regarding parking at Exploration Park and a trend in cars blocking the entrance to the park. After discussion, the Board requested Ms. Mouton to spend up to \$5,000 for signs notifying the public not to block the entrance and to obtain an estimate to install bollards to prevent the park entrance from being blocked by vehicles.

FRIENDS OF THE PARK

Mr. Stillman updated the Board regarding the "Nature Fest" planned for April 22 at Willow Fork Park. He requested authorization to increase the budget by \$2000 for comfort stations. After discussion, Director Poulter moved to approve the budget increase. Director Smith seconded the motion, which carried unanimously.

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 Smith 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.

Ms. Mouton stated the herbicide applicator would like to shut down Willow Fork Park to spray for weeks. Mr. Stillman requested herbicide not be sprayed within ten feet of the ponds.

After review and discussion, Director Smith moved to approve the report and herbicide spraying as long as it is not within ten feet of the ponds. Director Poulter seconded the motion, which carried unanimously.

PARK RULES

Ms. Hopper reviewed a proposed amendment to the Park Rules prohibiting groups of over 150 people. After discussion, Director Smith moved to approve the Amended Park Rules. Director Poulter seconded the motion, which carried unanimously.

LANDSCAPE ARCHITECT REPORT

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

Mr. Jarrett stated TBG is working with House Partners for the design of the shade structure at Central Green.

Mr. Jarrett updated the Board regarding the trail signage and wayfinding and reviewed and recommended approval of Pay Estimate No. 2 in the amount of \$18,000.00, payable to Intex United.

Mr. Jarrett updated the Board regarding the Exploration Park Bathroom project and stated TBG is working with the engineer to resolve an issue regarding the location of a sanitary sewer line. Mr. Kalkomey stated he would coordinate with ABHR regarding easements related to the bathroom.

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

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

Mr. Klein updated the Board regarding Trails Package 3 and reviewed and recommended approval of Pay Estimate No. 8 in the amount of \$47,062.00, payable to MoBill Contractors.

In response to a question from Mr. Nady, Mr. Jarrett stated the District is still awaiting the County to finish its project to begin the trails along T-103.

After review and discussion, Director Smith moved to approve the landscape architect report, and the pay estimates. Director Poulter seconded the motion, which carried unanimously.

BARKER RESERVOIR PILOT PROJECT

Mr. Kalkomey discussed ongoing efforts related to the project. He requested a Committee Meeting for March 6, 2020 be scheduled. The Board concurred.

ENGINEERING REPORT

Mr. Kalkomey discussed engineering matters.

Mr. Kalkomey stated he is working with the Corps regarding the modification or new permit for the bathrooms at Exploration Park. He also updated the Board regarding the proposed reservoir excavation, and the mid block crossings. He stated the TxDOT Grant was not awarded to the District. After review and discussion, Director Smith moved to approve the report and engineering proposal. Director Poulter seconded the motion, which carried unanimously.

REPORT FROM EVENTS DIRECTOR

Ms. Arceneaux reviewed recent and upcoming activities for Central Green. Ms. Arceneaux stated she may book BDOK, and La Centerra agreed to pay \$2,000 towards same. She stated she will use a fence to block off alcohol from the Green for the concert. After discussion, Director Smith moved to approve the events. Director Poulter seconded the motion, which carried unanimously.

PARKS COMMITTEE RECOMMENDATIONS

There were no additional parks committee recommendations.

COMMUNICATIONS MATTERS

Director Ward discussed communication matters.

CURRENT EVENTS

Director Robinson discussed current events regarding drainage and water issues and upcoming elections.

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

The Board concurred to hold the next parks meeting on March 25, 2020.

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.

/s/ John C. Poulter
Secretary, Board of Directors

(SEAL)

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