

WILLOW FORK DRAINAGE DISTRICT
PARK MATTERS

September 23, 2020

The Board of Directors (the “Board”) of Willow Fork Drainage District (the “District”) met in regular session by teleconference, with access by telephone available to the public, pursuant to Texas Government Code Section 551.125 and Governor Greg Abbott’s emergency disaster declaration dated March 13, 2020, in regular session, open to the public, on August 26, 2020, and the roll was called of the members of the Board:

Wendy Duncan	President
Dan Smith	Vice President
John Poulter	Secretary
Greg Nady Duncan	Assistant Vice President
Joe Robinson	Assistant Secretary

and all of the above were present, except Director Poulter, thus constituting a quorum.

Also present at the meeting were Robert Stowe and Clarice Flinn, members of the public; Diana Dobbs of Commissioner Meyers office; ; Yvonne Arceneaux; Neil Stillman, Friends of the Park; Fran Matuska of F. Matuska, Inc.; Matt Klein and Glen Jarrett of TBG Partners; Andrew and Matthew Dunn of On-Site Protection LLC; Craig Kalkomey of LJA Engineering; Jerry Schroeder and Dawn Mouton, of Champions Hydro-Lawn, Inc. (“Champions”); and, Harry H. Thompson and Patti Hopper of Allen Boone Humphries Robinson LLP.

Mr. Thompson reviewed protocols for conducting the teleconference and reminded the attendees that the meeting was being recorded.

UPDATE ON COVID19 MATTERS

Mr. Robinson updated the Board regarding COVID19 matters and District operations and stated the District is still operating under the emergency orders of the Fort Bend and Harris County Judges.

COMMENTS FROM THE PUBLIC

In response to a question from Mr. Stowe, Ms. Hopper stated the District’s Director Election will be part of Fort and Harris Counties’ general election ballots.

MINUTES

The Board next considered approving the minutes of the previous parks meeting. Director Duncan moved to approve the minutes. Director Smith seconded the motion, which carried unanimously.

SECURITY REPORT

Mr. Matthew Dunn reported on security matters for the parks, trails, and drainage facilities. He also discussed crime in the area. Discussion ensued regarding parking on the grass at Willow Fork Park and whether placing signs asking parkers to not park in the grass. Mr. Andrew Dunn stated KISD has stated they will handle illegal parking in the lot and will issue citations. No action was necessary. Director Smith moved to authorize placement of signage that parking is for park patrons only for a cost not to exceed \$1,000.00. Director Robinson seconded the motion, which carried unanimously. In response to a question from Director Nady, Mr. Schroeder stated the graffiti appears to be on the Willow Fork Channel. Ms. Mouton stated Champions will determine if this is the County's responsibility or if it's the District's responsibility to remove the graffiti. Mr. Schroeder stated he will bring an estimate to the next meeting for the removal.

FRIENDS OF THE PARK

Mr. Stillman requested authorization to install two interpretive panels in the butterfly garden for an estimated cost of \$4,300.00 plus a ten percent contingency. In response to a question from Director Nady, Mr. Stillman stated the panels should have an eight to ten year life span. Director Smith requested Mr. Stillman present the actual designs of the signs, including hardware before purchasing. In response to a question from Director Smith, Mr. Stillman stated the pricing does not include the installation of the signs, but should be covered by the ten percent contingency. He stated the design should cost approximately \$1,760.00. Director Nady moved to authorize design of the panels. Director Smith seconded the motion, which carried unanimously. Mr. Stillman stated the "Art in the Park" event with KISD has been canceled for this year.

BOOKKEEPER'S REPORT

Ms. Matuska reviewed the bookkeeper's report for parks, a copy of which is attached, including the checks presented for payment. Ms. Matuska stated she is selling her business and discussed the changes the Board will see. Ms. Matuska reviewed the parks budget for the fiscal year ending September 30, 2021. After review and discussion, Director Robinson moved to approve the bookkeeper's report and payment of the bills. Director Nady seconded the motion, which passed by unanimous vote. Director Robinson moved to adopt the budget. Director Nady seconded the motion, which carried unanimously.

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.

Mr. Schroeder updated the Board regarding removal of the nut sedge.

Ms. Mouton stated there are issues with the lights at Central Green. She stated Champions and TBG recommend waiting until after the installation of the shade structure prior to replacing the lights.

Ms. Mouton stated the water fountain is not operating at the Exploration Park. She stated replacement is estimated to cost \$2200.00.

Discussion ensued regarding the District's policy regarding the number of persons allowed to use Willow Fork Park as a group. Mr. Thompson stated he will research the District's policy and report to the Parks Committee.

LANDSCAPE ARCHITECT REPORT

Mr. Klein reviewed the landscape architect report, a copy of which is attached. He stated a map of the trails is included in the report.

Mr. Klein updated the Board regarding the Central Green Shade Structure and stated contracts are being circulated for execution.

Mr. Klein updated the Board regarding the trail signage and wayfinding and recommended approval of Pay Estimate No. 5 in the amount of \$4,500, payable to Intex United.

Mr. Klein updated the Board regarding the Exploration Park Bathroom project and stated no action was necessary.

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 recommended approval of Pay Estimate No. 13 in the amount of \$18,620.64, payable to MoBill Contractors.

Mr. Thompson stated ABHR has been coordinating with TBG to acquire the easements for the T-103 trail in Trails Package 4, specifically a portion on homeowner association property. Director Duncan stated the parks committee supports the homeowner association to proceed with that portion of the trail, but did not feel comfortable recommending the portion to the Board of Directors.

Mr. Klein updated the Board regarding discussions with Memorial Municipal Utility District regarding a bridge near the Equestrian Center.

Discussion ensued regarding the possibility of a below grade crossing at Fry Road and T-103 as a joint project with another entity. Mr. Klein stated ABHR provided a letter to Memorial Municipal Utility District stating the District is willing to participate if other entities also provide funds. Director Duncan recommended the Board proceed with finding other agencies to help fund the underpass. Director Smith moved to authorize locating partners and authorize ABHR to prepare a letter to the other agencies and to prepare an Interlocal Agreement.

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

A person representing Oak Park Trails homeowner association expressed her support of connectivity between her neighborhood and the District.

ENGINEERING REPORT

Mr. Kalkomey discussed engineering matters. A copy of the engineering report is attached.

Mr. Kalkomey updated the Board regarding the status of Hurricane Laura and its potential impact on the Barker Reservoir.

Mr. Kalkomey updated the Board regarding the mid-block crossing project. He stated work has started on three of the crossings. He also reviewed an updated completion schedule which is included with the engineering report.

Mr. Kalkomey updated the Board regarding desilting the final 8200 linear feet of the Diversion Channel and stated he had no items for approval.

Mr. Kalkomey stated he has been in contact with Allgood Construction regarding a homeowner who states his home sustained damage due to Allgood Construction's work on the desilting project, and the contractor has reached out to the homeowner.

Mr. Kalkomey updated the Board regarding the Pilot Project and stated he had nothing new to report.

Mr. Kalkomey stated LJA has started design of the Westheimer underpass.

Mr. Kalkomey updated the Board regarding two inlets in the Greens at Willow Fork Park. He stated LJA does not believe the District is responsible for these inlets.

Mr. Nady stated he has spoken with TxDOT regarding the below grade crossing on Fry Road. He stated the representative asked if the District would mind sending pictures and pursuing funds for safety projects. The Board concurred to refer this matter to the Parks Committee.

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

REPORT FROM EVENTS DIRECTOR

Ms. Arceneaux stated a blood drive will be held at the Central Green in the upcoming month.

PARKS COMMITTEE RECOMMENDATIONS

The Parks Committee had no additional updates.

COMMUNICATIONS MATTERS

Director Duncan stated a newsletter is being prepared for distribution after Board approval.

CURRENT EVENTS

Director Robinson discussed current events regarding COVID19 issues. He also discussed school re-openings for Fall 2020.

DIRECTOR MATTERS

The Board discussed filling the vacant position on the Board. Director Robinson stated his preference would be to move forward. Mr. Stowe stated he notified the Cinco Ranch Homeowner Association that the District would be appointing someone today. He requested the Board to defer action on this matter to allow more people to come forward. Director Poulter stated he would support waiting. Director Smith stated he also supports waiting. Discussion re-ensued regarding communication matters. Director Duncan moved to add Director Poulter to the Communications Committee. Director Poulter seconded the motion, which carried unanimously. The Board concurred to appoint the new Director at the next drainage meeting and require

applicants to submit a written submission by October 4 and task the Communications Committee with notifying the community regarding the opening. Director Poulter requested other members of the Board to notify the Communications Committee if they are communicating with outside entities so that the Committee does not duplicate efforts. Mr. Stowe recommended the Committee consider using the HOA website or Nextdoor to spread the word of the vacancy on the Board.

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

The Board concurred to hold the next parks meeting on October 28, 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)



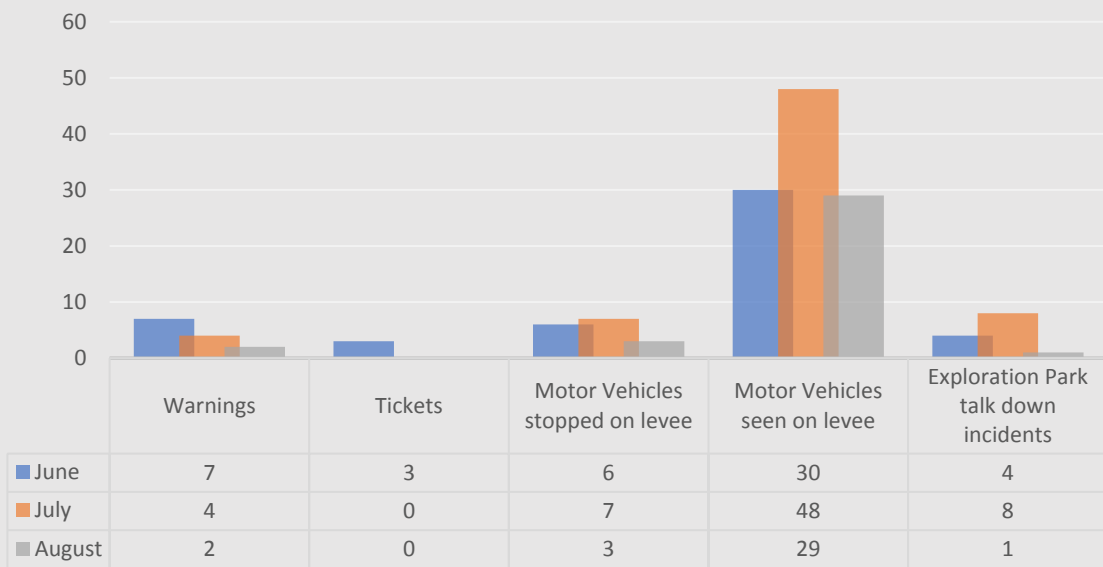
LIST OF ATTACHMENTS TO MINUTES

	Minutes <u>Page</u>
Security Report	2
Bookkeeper's Reports	2
Champions Maintenance Report	3
Landscape Architect's Report	3
Engineering Report.....	4
Communications Report	5

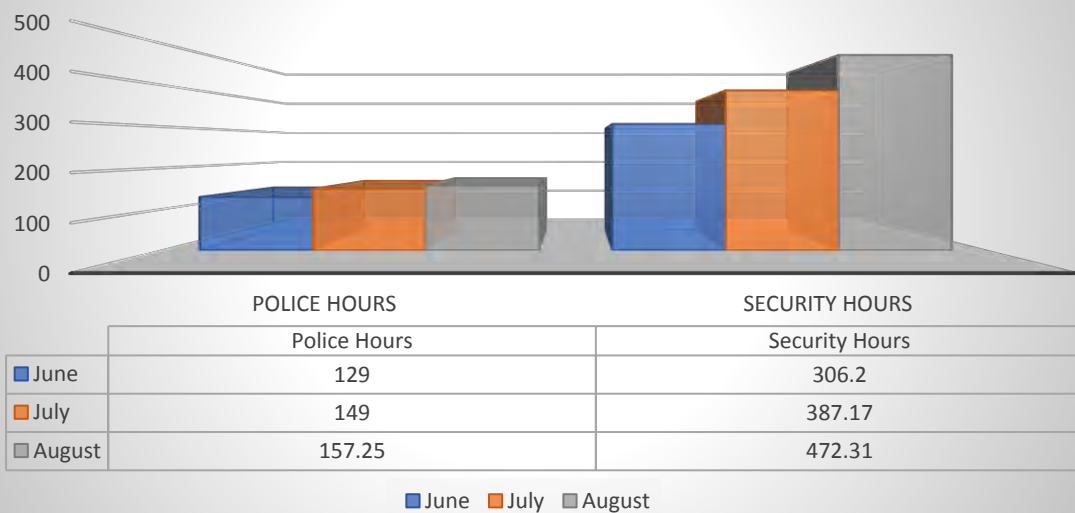


ON-SITE PROTECTION INC.

Police Activity

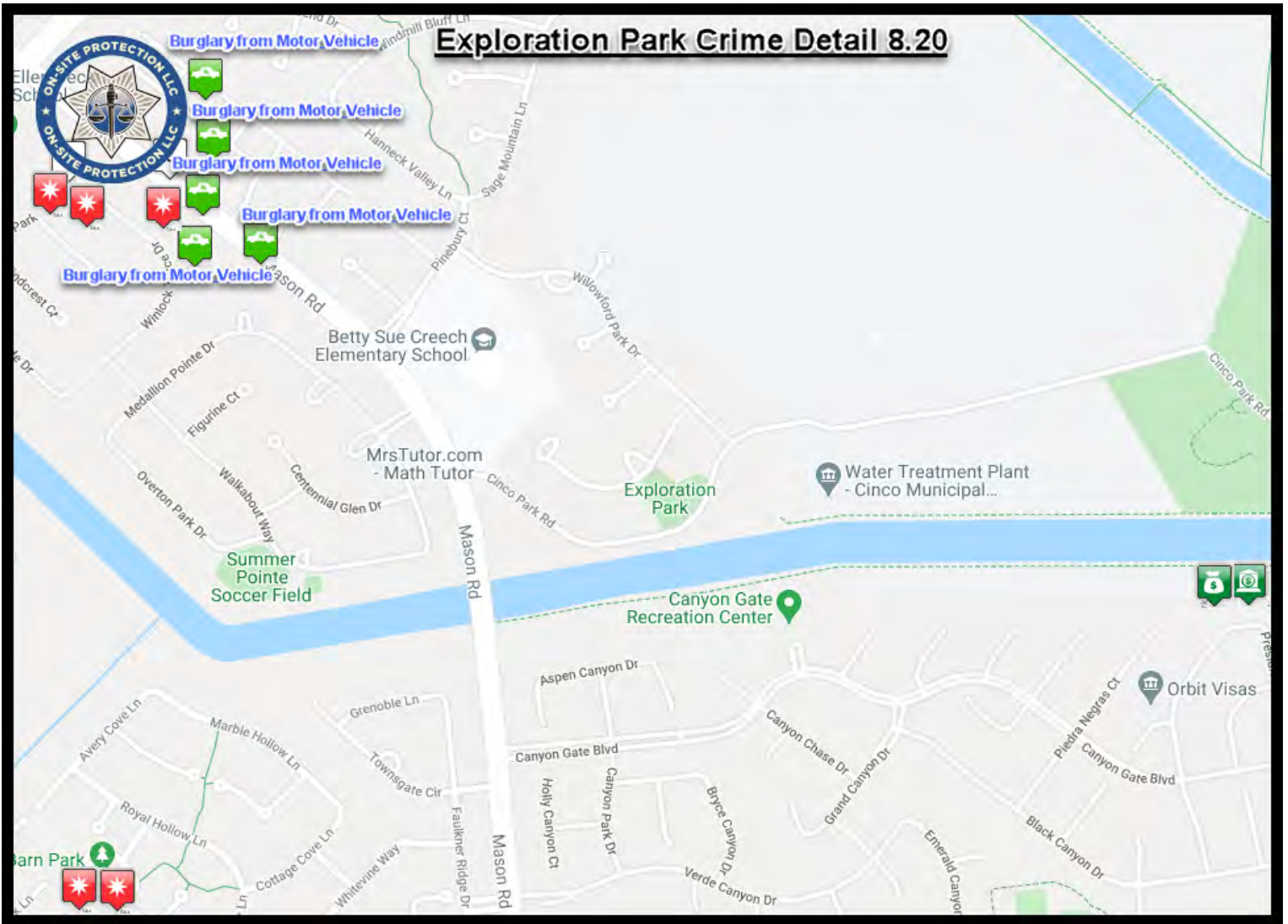


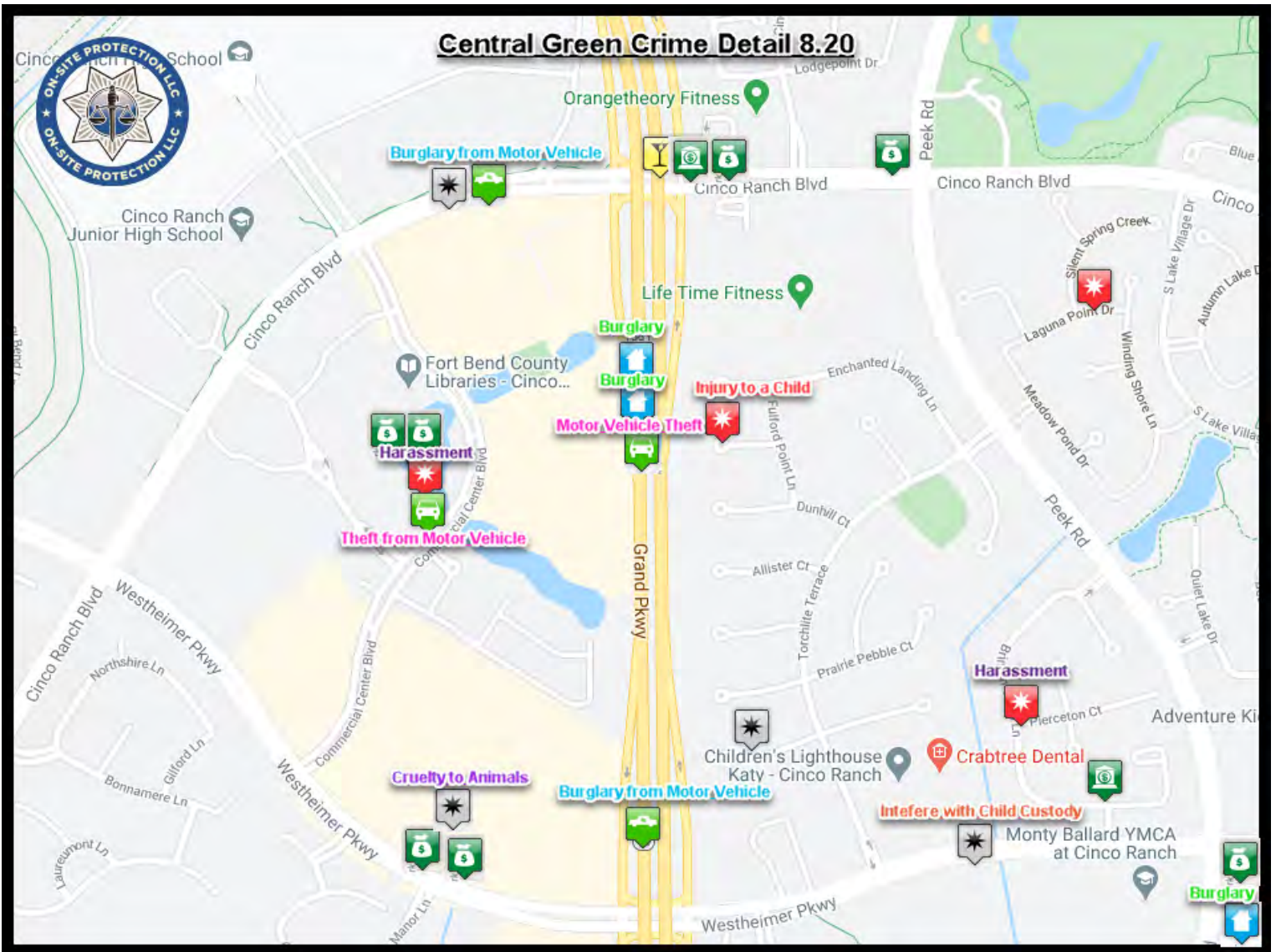
Hours and Park Activity





- ☒  Homicide
- ☒  Attempted Homicide
- ☒  Death Investigation
- ☒  Sexual Assault
- ☒  Sexual Offense - Other
- ☒  Robbery - Commercial
- ☒  Robbery - Individual
- ☒  Aggravated Assault
- ☒  Assault - Other
- ☒  Burglary - Commercial
- ☒  Burglary - Residential
- ☒  Theft
- ☒  Fraud
- ☒  Shoplifting
- ☒  Theft - Other
- ☒  Motor Vehicle Theft
- ☒  Burglary from Motor Vehicle
- ☒  Arson
- ☒  DUI
- ☒  Alcohol Violation
- ☒  Drugs / Narcotics Violation
- ☒  Disorderly Conduct
- ☒  Traffic Incident
- ☒  Vandalism
- ☒  Weapons Violation
- ☒  All Other - Non-Criminal
- ☒  All Other - Criminal













Officer Comments August 2020

Notes:

On August 27, 2020 I received a text from Sgt. Flores who advised he spoke to the security guard on duty at Willow Fork Park. Sgt. Flores stated the security guard stated that he had an unknown black male was photographing women on location on 8-26-20. The male subject was asked to leave without incident. No other description was given. This information was immediately sent out to the other Deputies who work Willow Fork so they can check the park during their shifts.

Aramis Gonzales;

On August 24, 2020, I rode the levy and had no incidents with unauthorized motor vehicles.

I first rode to and sat between Banning Point Ct and Litchfield Bend Ln. on the levee. I observed and noted several trucks and heavy tractor equipment on the levee from Fort Bend County Drainage on this date

I then rode the levee to Willow Fork Park and checked the perimeter of the park. While parked at the front near the parking lot I noted eleven cars in the adjacent park lot.

I further rode and sat for a while near the overpass on Cinco Ranch Rd. due to reports of criminal mischief under the bridge area. No incidents to report on this date.

I then rode to and sat between Stansbury Place Ln. and Summer Edge Ln. near the Grand Parkway.

I further rode to and parked near the diversion channel and the walkover bridge between Fry Rd. and Peek Rd. due to complaints of four-wheeler traffic.

I then rode to and sat for a while at Wellbrook Ln. and Arbor Stream Ln on the levee.

I rode to and sat for a while near Cassidy Park Ln. and S. Mason Rd.

I further rode to Westheimer Parkway and checked Fisherman's Trail and Bayou View Trail on the water control district levee.

I rode and sat between The Ballard House and Sue Creech Elementary towards the end of the shift. I checked Exploration Park and noted four cars parking in the lot.

I encountered no unauthorized motor vehicles on the levee on this date.

On August 25, 2020, I rode the levy and had no incidents with unauthorized motor vehicles.

I first rode the levee to Cinco Ranch High School and checked the Willow Fork Park where I sat for a while and noted three cars in the adjacent parking lot.

I observed and noted several trucks and heavy tractor equipment on the levee from Fort Bend County Drainage.

I further rode and sat for a while near the overpass on Cinco Ranch Rd. due to reports of criminal mischief under the bridge area.

I rode back to the levee and sat near Peek Rd. and the levee watching the walking trail.

I further rode to and sat by Rodger and Ellen Beck Junior High near the walking trail. I further rode to and parked near the diversion channel and the walkover bridge between Fry Rd. and Peek Rd. due to complaints of four-wheeler traffic. I then rode to the Freedom Park in the George Bush Park on the water control district levee. I then rode through and checked Camp Cinco. I further rode through and checked the YMCA camp and trail that lead to the levee. I then rode and sat between Exploration Park and the Ballard House towards the end of the shift. I noted four cars parked in the parking lot. I encountered no unauthorized motor vehicles on the levee on this date.

Chris Bronsell;

On Wednesday, August 26, 2020, I, Deputy C. Bronsell, badge #341, worked extra employment for Willow Fork Drainage District from 3pm until 7pm. I began by sitting stationary on the levee, near the 26100 block of Cinco Ranch Blvd. I patrolled around Highland Pointe pool and playground. I patrolled the levee North of Falcon Landing, towards Greenbusch Rd. I sat stationary on the levee behind Glenthorpe Ln. I patrolled around Cinco Ranch Jr. High and High School. I watched the parking lot of Willow Fork Park from a distance, which contained approximately 26 vehicles. I then traveled East, and sat stationary on the levee, near the 4200 block of S. Mason Rd. I patrolled the levee behind Fry Ct, and then worked my way to Freedom Park. I observed the parking lot to contain 2 vehicles. I patrolled around Camp Cinco and arrived at Exploration Park, which contained 3 vehicles. I then began working my way back to the Bayou North Side Trail, sitting stationary at Beck Jr. High along the way. I did not observe any motorized vehicles on the levee during my shift. I worked a total of 4 hours.

On Saturday, August 29, 2020, I worked the levee from 10am until 2pm. I began by patrolling around Cinco Ranch High School. I then traveled North to the 2400 block of Falcon Landing Blvd. I made my way back to Willow Fork Park and met with On-Site Security Officer Sam. The park was busy, with approximately 40 vehicles in the parking lot when I arrived. I worked my way South and sat stationary near Banksfield Ct. Construction workers were present in this area. I traveled East and patrolled the levee behind Heritage Grand subdivision. I continued East, and observed construction workers in this area. I continued East, crossing over SH 99 and Peek Rd. I sat stationary near the new bridge, just East of Peek Rd. I patrolled around Beck Jr High, which contained no vehicles. I sat stationary at Summer Pointe playground and soccer fields. I made my way to Exploration Park and sat stationary in the parking lot, which contained 7 vehicles. I patrolled around Camp Cinco and began to work my way back towards Willow Fork Park. Upon arrival the parking lot contained about 12 vehicles. I observed very few walkers and joggers along the levee. The weather was extremely hot today. I did not observe any motorized vehicles on the levee, except approved construction workers, during my shift. I worked a total of 4 hours.

Fernie Flores;

On August 27, 2020, I patrolled Highland Park Pool that was closed with no activity observed in the area.

Drove to Willow Fork Park with the lot containing 11 vehicles with no illegal activity observed. Spoke to the security guard on duty. He stated that he had an unknown black male was photographing women on location on 8-26-20. The male subject was asked to leave without incident. No other description was given. I stayed in the area for an extended period.

I then patrolled the area towards Freedom Park that had 2 fields in use for practice. No other activity was observed in the area.

Patrolled the area of Beck Junior High School for an extended period. Several staff and students were on location with the track and tennis courts in use.

Headed to Exploration Park that had 3 vehicles and a one person on the playground. Several people were fishing in the area. No other activity was observed.

Patrolled the area towards the YMCA without incident. The YMCA gates were closed and secured. The cattle gate opposite of the YMCA was open and the chain clasp damaged. I closed the gate with a temporary fix. I will bring tools to fix the gate for my next shift.

Patrolled my way back to Beck Jr High School without incident. I sat at Beck Jr High School for an extended period without incident. The track and tennis courts were in use. No motorized vehicles were observed.

Drove toward Willow Fork Park where the pedestrian traffic increased as the day started to cool. There were 54 vehicles at Willow Fork Park with the security guard in a high visibility location. I sat in the area for an extended period.

Patrolled towards Highland Park Pool and spoke to a few people on the way.

No motorized vehicles were observed during my tour. The construction employees possibly had the day off due to the threatening weather. The foot traffic was mild for the day possibly due to the heat.

Tanner Eddleblute;

On August 28, 2020, I began riding the levee at Kilpatrick Elementary School. From there, I rode the levee to Exploration Park. While at Exploration Park, I counted 3 vehicles in the parking lot. After that, I made my way to the section of the levee that runs behind Freedom Park and to the tractor bridge. I then rode the section of the levee that goes behind Willow Fork Country Club, before I headed to Willow Fork Park. While at Willow Fork Park, I counted 25 vehicles and made contact with Angel from OnSite Security. From 6:30 to about 7:10 I parked at Willow Fork Park and observed the pedestrian traffic coming in and out. After that, I rode the levee down to where it crosses Falcon Landing Blvd. and double backed and made my way to the section of the levee that runs behind Ginter Ln. I observed no motorized vehicle during my shift on the levee.

Brian Schmitt;

On August 30, 2020, I checked Highland Community Park.

I then patrolled by the Falcon Landing bridge and behind Woodlake Estates.

I checked the viewing platforms and nature trails.

I then went to Freedom Park. While at Freedom Park I checked the baseball fields and concession/restrooms. Well today did not go as planned. I usually check the restroom to make sure no one is washing their dishes or clothes in the sink or taking an afternoon nap in the restroom since they are air conditioned. The restrooms were clear of all mischievous activity. However, after I returned to my buggy/UTV it would not start. Realizing that I was stranded I started to try to contact someone to rescue me. Today of course was probably the hottest day of the year on record, so it was a great day to break down. On a positive note it was a good thing I was stranded next to the air conditioned bathroom.

Approximately an hour and half later I was able to get some assistance via a friend who brought a battery jump box.

In order not to get stranded again, I drove back to my residence and ended the shift.

No motorized vehicles were observed during the shift.

Notes:

On September 3rd, Sgt. Flores took a photograph of the culvert at Bayou North Side Trail.(photograph attached)

On September 6th, I took a photograph of the same culvert. (photograph and map attached) The timeline of the photographs show how much the graffiti vandalism grew from the 3rd to the 6th.

Aramis Gonzales;

On August 31, 2020, I rode the levy and had no incidents with unauthorized motor vehicles.

I first rode to and sat between Banning Point Ct and Litchfield Bend Ln. on the levee.

I then rode the levee to Willow Fork Park and checked the perimeter of the park. While parked at the front near the parking lot I noted five cars in the adjacent park lot.

I further rode and sat for a while near the overpass on Cinco Ranch Rd. due to reports of criminal mischief under the bridge area. No incidents to report on this date.

I then rode to and sat between Stansbury Place Ln. and Summer Edge Ln. near the Grand Parkway.

I observed and noted several trucks and heavy tractor equipment on the levee from Fort Bend County Drainage.

I further rode to and parked near the diversion channel and the walkover bridge between Fry Rd. and Peek Rd. due to complaints of four-wheeler traffic.

I then rode to and sat for a while at Wellbrook Ln. and Arbor Stream Ln on the levee.

I rode to and sat for a while near Cassidy Park Ln. and S. Mason Rd.

I further rode to Westheimer Parkway and checked Fisherman's Trail and Bayou View Trail on the water control district levee.

I rode and sat between The Ballard House and Sue Creech Elementary towards the end of the shift. I checked Exploration Park and noted four cars parking in the lot.

I encountered no unauthorized motor vehicles on the levee on this date.

On September 1, 2020, I rode the levy and had no incidents with unauthorized motor vehicles.

I first rode the levee to Cinco Ranch High School and checked the Willow Fork Park where I sat for a while and noted three cars in the adjacent parking lot.

I further rode and sat for a while near the overpass on Cinco Ranch Rd. due to reports of criminal mischief under the bridge area.

I observed and noted several trucks and heavy tractor equipment on the levee from Fort Bend County Drainage.

I further rode to and parked near the diversion channel and the walkover bridge between Fry Rd. and Peek Rd. due to complaints of four-wheeler traffic.

I rode back to the levee and sat near Peek Rd. and the levee watching the walking trail.

I further rode to and sat by Rodger and Ellen Beck Junior High near the walking trail.

I then rode to the Freedom Park in the George Bush Park on the water control district levee.

I then rode through and checked Camp Cinco. I further rode through and checked the YMCA camp and trail that lead to the levee.

I then rode and sat between Exploration Park and the Ballard House towards the end of the shift. I noted six cars parked in the parking lot.

I encountered no unauthorized motor vehicles on the levee on this date.

Chris Bronsell;

On Wednesday, September 02, 2020, I, Deputy C. Bronsell, badge #341, worked extra employment for Willow Fork Drainage District from 3pm until 7pm. I began by patrolling around Cinco Ranch High School and Jr. High. I patrolled around Willow Fork Park and sat stationary in the parking lot, which contained 28 vehicles. I met with On-Site Security Officer Jorge Roldan. I then patrolled the Bayou North Side Trail and sat stationary behind Glenthorne Ln. I then patrolled the levee to the 3300 block of Falcon Landing. I patrolled in a Southeast direction, stopping at Beck Jr. High, Summer Pointe playground, and Exploration Park. I observed the parking lot to contain 8 vehicles. I observed 4 wheeler tracks down in the ditch area, just across from Exploration Park. Working my way back, I patrolled around Williams Elementary School, near the 3900 block of Peek Rd. I worked a total of 4 hours. I did not observe any motorized vehicles on the levee during my shift.

On Saturday, September 05, 2020, I patrolled the levee from 3:30pm until 7:30pm. I began by sitting stationary on the levee near the Highland Pointe pool and playground. I then patrolled the levee to the cul-de-sac of Banksfield Ct. and sat stationary. I worked my way to Exploration Park, which contained 16 vehicles, and sat stationary in the parking lot. I met with On-Site Security Officer Joey and patrolled around the park. While patrolling the levee, there were very few walkers and joggers probably due to scattered showers in the area. I patrolled the parking lot of Exploration Park, which contained 10 vehicles. I patrolled through YMCA Camp Cinco. I patrolled the walking trails towards Freedom Park, as well as the Fisherman's Trail. I observed

what appeared to be side-by-side tire tracks in the sand & dirt, located in the ditch just West of S. Mason Rd. I worked a total of 4 hours. I did not observe any motorized vehicles on the levee during my shift.

Fernie Flores;

On September 3, 2020, I patrolled Highland Park Pool that was full with team practice being conducted.

Drove to Willow Fork Park with the lot containing 11 vehicles with no illegal activity observed. Stayed for an extended period due to recent complaints.

I then patrolled the area towards Freedom Park that had several fields in use for practice. The concession stands were closed and secure. No other activity was observed in the area.

Patrolled towards the area of Beck Junior High School for an extended period. Several staff and students were on location with the track and tennis courts in use. No activity observed.

Headed to Exploration Park that had 3 vehicles. No other activity was observed. During my patrol I spoke to some bicyclists that were lost. Gave the two directions and continued my patrol.

Patrolled the area towards the YMCA without incident. The YMCA gates were closed and secured.

Patrolled my way back to Beck Jr High School without incident. I sat at Beck Jr High School for an extended period without incident. The track and tennis courts were in use. No motorized vehicles were observed.

Drove toward Willow Fork Park when the rain and lightning threatened. There were 47 vehicles at Willow Fork Park with the security guard on location. I sat in the area for an extended period.

Patrolled towards Highland Park Pool and discovered some graffiti in the area of Sandi Lane and Lisburn Drive [see att].

No motorized vehicles were observed during my tour. Several construction employees were in the area.

The foot traffic was light due to the threat of thunderstorms.

Tanner Eddleblute;

On September 4, 2020, I started riding the Willow Fork Levee at Kilpatrick Elementary School, from there I rode down to Blackwood Bridge Ln to check on Wellington Grove Park. After there, I made my way on the levee over to the tractor bridge and to the backside of Freedom Park.

From 5:00 pm till 5:30 pm I parked on the levee and watched the pedestrian traffic. From there I made my way on the levee to Beck Junior High and then to Exploration Park. While I was at Exploration Park, I counted about 5 vehicles in the parking lot.

From 6:10 pm till 6:40 pm I sat on the levee next to the park. Before I left Exploration Park, I rode over and checked the gates at Cinco YMCA park which were closed and locked. From there I rode the levee by Cinco Ranch High School to Willow Fork Park and from 7:10 pm till 7:40 pm I sat in the parking lot. While I was there, I counted about 40 vehicles in the parking lot. I did not observe any motorized vehicles during my shift on the levee.

Brian Schmitt;

On September 6, 2020, I checked Highland Community Park.

I then patrolled under the Falcon Landing bridge and behind Woodlake Estates.

I checked the viewing platforms and nature trails throughout the shift.

I then went to Freedom Park. While at Freedom Park I checked the concession stand/restroom and the baseball fields while at the park. There was an adult baseball game in progress.

I then went to the tractor bridge on the Army Corp. of Engineers Section. I observed dirt bike tracks in the area. They appeared to be a couple days old, they definitely were not fresh tracks.

I went and sat by the pedestrian bridge near Westbrook Cinco Lane for a while.

I then checked Exploration Park. There were not any vehicles in the parking lot and the park was empty.

I checked the YMCA Campgrounds. The gate still appeared to be chained closed.

I then went and sat by Beck Jr. High on Fry Rd. because of past complaints.

I then sat by the Renberg pedestrian bridge for a while. No activity was observed.

I then sat by the water treatment plant by Peek Road for a while. Lots of foot traffic and bike riders were in the area.

I then went back to Exploration Park. I counted 4 vehicles in the parking lot.

I then went to Willow Fork Park. I counted 18 vehicles in the parking lot. I spoke with Joey for a short time while sitting in the parking lot.

I then went and sat behind Cinco Ranch Jr. High school. While sitting behind the school a woman in a white Honda stopped and inquired how to get to the park. I provided her directions and she stated that she could not find the park. I advised her to follow me and I drove around to the front of the schools and to the drive that leads to the park. I showed her how to get to the park from that location. She seemed really appreciative.

I went back behind Cinco Ranch Jr. High school and sat for a while.

I then went and sat behind Glenthorpe Lane for a while. No activity was observed.

I then noticed the graffiti on the culvert of the Bayou North Side Trail. (see attachment)

I went and sat in the treeline behind the King Lakes subdivision.

No motorized vehicles were observed during the shift.

This is Fernando Flores weekly.

September 10, 2020

3pm- 8pm - 5 hours

On September 10, 2020, I patrolled to Highland Park Pool that was full with team practice being conducted.

Drove to Willow Fork Park with 11 vehicles parked on the lot. No illegal activity was observed. I stayed in the area for an extended period without incident. The security guard was observed on location.

Due to threatening rain I drove back to Highland Park and trailered my UTV. I then moved to Beck Jr High School.

I then patrolled the area towards Freedom Park that had one field in use for practice. The concession stands were closed and secure. The soccer field was also being used. No activity was observed in the parking lot.

Headed to Exploration Park that had 8 vehicles parked on the lot. A few fishermen were in the area. No other activity was observed.

Patrolled the area towards the YMCA without incident. The YMCA gates were closed and secured.

Patrolled my way back to Beck Jr High School without incident. The track and tennis courts were in use.

No motorized vehicles were observed in the area.

Drove toward Willow Fork Park and observed 57 vehicles parked on the lot. Patrolled for an extended period without incident. The security guard was on location and in a highly visible area.

Patrolled by Beck Jr High School towards Exploration Park that had 3 vehicles on location.

The threat of rain slowed my patrol. No motorized vehicles were observed during my tour. Pedestrian foot traffic was medium.

Aramis Gonzales;

On September 14, 2020, I rode the levee and encountered no unauthorized motor vehicles on the levee.

I first rode to and patrolled the area behind Cinco Ranch High School. I parked for a while at Willow Fork Park and watched the parking lot and park area. I noted twelve cars in the adjacent parking lot on this date.

I then rode and sat for a while near the overpass on Cinco Ranch Rd. due to reports of criminal mischief under the bridge area. No incidents to report on this date.

I further rode to and sat at NorthSide Trail at Bankside Court where I also sat for a while.

I observed and noted heavy tractor equipment and earthmovers near Grand Parkway all the way past Cinco Ranch Dr. and the levee.

I then rode and sat on the levee near the Grand Parkway and Summits Edge Ln. on the levee.

I further rode to and parked near the diversion channel and the walkover bridge between Fry Rd. and Peek Rd. due to complaints of four-wheeler traffic.

I rode the levee to Freedom Park in the George Bush Park where I checked the baseball fields, concession stands and parking lot.

I continued riding to Fisherman's Trail all the way to Westheimer Parkway checking the levee system.

I further rode on the levee and sat between the Ballard House and Exploration Park near Sue Creech Elementary. I noted ten cars in the parking lot on this date.

I finished the shift by sitting near Exploration Park and checking the nearby parking lot and walking trail.

I encountered only authorized vehicles or workers on the levee system this date.

On September 15, 2020, I rode the levee and encountered only authorized vehicles and equipment.

I first rode by Exploration Park and into Camp Cinco where I sat for a while checking the waterway.

I rode to Freedom Park and checked the baseball fields, concession stands and parking lot while in this area. I noted no vehicles in the parking lot on this date.

I also rode and sat for a while near the overpass on Cinco Ranch Rd. due to reports of criminal mischief under the bridge area. No incidents to report on this date.

I observed and noted several trucks and trailers near the Grand Parkway and the levee. Also noted working on the levee were heavy tractor equipment, dump trucks and earth movers.

I then rode to Willow Fork Park where I rode for a while around the perimeter park grounds and parked near the parking lot. I noted fourteen cars in the parking lot on this date.

I then rode to Grand Parkway and Summits Ridge where I sat for a while on the levee system.

I further rode to and parked near the diversion channel and the walkover bridge between Fry Rd. and Peek Rd. due to complaints of four-wheeler traffic.

While riding I encountered a green Kawasaki mule with two workers on Peek Rd. who were trimming the median grass and spraying for weeds near the levee system.

I then rode to and sat for a while near Kelliwood Greens Dr. and Orchard Chase Ct. on the levee.

I further rode to and sat near the Exploration Park and the Ballard House towards the end of my shift. I noted twelve cars in the parking lot on this date.

I encountered only authorized vehicles and personnel who were working on the levee this date.

Chris Bronsell;

On Wednesday, September 16, 2020, I, Deputy C. Bronsell, badge #341, worked extra employment for Willow Fork Drainage District from 4pm until 7pm. I began by patrolling the levee around Exploration Park. I sat stationary in the parking lot which contained 5 vehicles. I patrolled through Camp Cinco and around Creech Elementary. I worked my way to Beck Jr. High and sat stationary near the tennis courts. I continued West and sat stationary near S.H. 99. Due to scattered showers in the area, I patrolled back towards Exploration Park, stopping at Summer Pointe playground on the way. There were only a few walkers and joggers due to the weather. I did not observe any motorized vehicles on the levee during my shift.

Fernie Flores;

On September 17, 2020, I patrolled Highland Park Pool that was closed. No activity was observed.

Drove to Willow Fork Park with 9 vehicles parked on the lot. The landscaping crews were on location with light civilian foot traffic. Security was on location. No illegal activity was observed. I stayed in the area for an extended period without incident. Several students were walking the paths surrounding Cinco Ranch High School.

I then patrolled the area towards Freedom Park. At Freedom Park I observed damage to the grounds surrounding the fields. This was possibly caused by wild hogs. The concession stands were closed and secure. No activity was observed in the parking lot.

Patrolled towards the area of Beck Jr High School without incident. The area was busy at Beck Jr High School with student pickup. Street traffic around the school was heavy. No illegal activity was observed.

Headed to Exploration Park that had 6 vehicles parked on the lot. The playground had medium traffic. No other activity was observed.

Patrolled the area towards the YMCA where I observed a small Honda passenger car stuck on the shoulder. The vehicle became high centered while the driver left the roadway looking for Exploration Park. The driver had two children in the backseat that were vocal about finding the park. I was able to crawl under the vehicle and hook a tow rope to the rear axle. The vehicle was pulled out without incident.

Patrolled my way back to Beck Jr High School where the lot was still full with staff vehicles. The track was empty and the tennis courts were in use. No motorized vehicles were observed in the area.

Patrolled back to Freedom Park that had landscapers on location. No illegal activity was observed in the area.

Drove toward Willow Fork Park and observed 27 vehicles parked on the lot. Patrolled for an extended period without incident. The security guard was on location and I spoke briefly with him.

Construction in the area made it difficult for travel in some areas. I was stopped by two homeowners that were glad to see patrols on the paths. Civilian traffic was medium on the paths with the traffic increasing as the sun went down. No other activity observed.

Tanner Eddleblute;

On September 18, 2020, I started riding the Willow Fork Levee at

Kilpatrick Elementary School, I rode down and checked on

Wellington Grove Park located off of Blackwood Bridge Ln. From

there I made a long ride on the levee to the section that is located

behind Freedom Park, and while I was in the area I rode down to

the tractor bridge. After I left there I made my way to Exploration

Park where I counted 22 vehicles in the parking lot, and from 5:45

pm till 6:15 pm I parked on the levee next to Exploration Park. I

then made my way on the levee over to Willow Fork Park where I counted about 54 vehicles in the parking lot. While at Willow Fork Park I did observe the security guard make rounds in the park and in the parking lot. After that made a pass on the levee between Cinco Ranch Blvd and Falcon Landing Blvd and checked the area where they are working on the levee. I did not observe any motorized vehicles during my shift on the levee.

On September 19, 2020, I started riding the Willow Fork Levee at Kilpatrick Elementary School, I rode over to Willow Fork Park where I counted about 55 vehicles in the parking lot pass through Willow Fork Park and while I was there.

I then rode the levee down to Roesner Rd, but while I was waiting to cross Falcon Landing Blvd. an elderly couple stopped me and wanted to know if anything bad was happening on the walking paths because they have never seen any sheriff's deputy out here before. I told them everything was ok and that I am out here for people riding motorized vehicles on the levee. From there I rode out to Exploration Park and I counted about 12 vehicles in the parking lot. From 4:10 pm till 4:30 pm I sat at the park and observed the park and parking lot. I then double backed on the levee and took the section of the levee that runs behind Willow Fork Country Club and Kelliwood subdivision. I rode all the way to the tractor bridge and back to behind Freedom Park. I crossed over the pedestrian bridge and I rode down the levee and checked the back gate to the Cinco YMCA camp which was closed. While I was down that far I just made my way down to the point and headed back towards Exploration Park. As I passed Exploration Park I counted about 19 vehicles in the parking lot.

While at Exploration Park a male stopped me to let let me know, the levee is the most patrolled levee he has seen and that he was grateful. Well sense I checked Exploration Park a second time, it is only right if I check on Willow Fork Park again. So I made my way along the levee back over Willow Fork Park, where I counted 64 vehicles in the parking lot. I did not see any motorized vehicles on the levee during my shift.

Brian Schmitt;

On September 20, 2020 I checked the nature and viewing platforms during the shift. I checked the Highland Community Park. I then went to Freedom Park. While at Freedom Park I checked the baseball fields and the concession/restrooms. I then patrolled to the tractor bridge on the Army Corp. of Engineers Section and checked the area. I then sat by the Renberg pedestrian bridge for a while. I then sat by the water treatment plant by Peek Road for a while. It started to drizzle slightly so I moved to the west side of Cinco Ranch Blvd. Once it started to rain and after checking the weather radar I concluded the shift. The rest of the day was ruined by tropical storm Beta. No motorized vehicles were observed during the shift.

WILLOW FORK DRAINAGE DISTRICT
SUMMARY OF CASH TRANSACTIONS
FOR THE PERIOD AUGUST 1, 2020 - SEPTEMBER 23, 2020
(Unaudited)

	GENERAL FUND PARKS =====	CAPITAL PROJECTS FUND - PARKS =====
BALANCE, JULY 31, 2020	\$22,963.32	\$0.00
RECEIPTS	6,777.45	0.00
DISBURSEMENTS	(154,324.20)	(74,308.01)
INVEST PROCEEDS	225,000.00	74,308.01
INVEST PURCHASES	(81,073.82)	0.00
TRANSFERS	0.00	0.00
	-----	-----
BALANCE, AUGUST 31, 2020	19,342.75	(0.00)
CURRENT MONTHS ACTIVITY:		
RECEIPTS	3,576.76	0.00
DISBURSEMENTS	(142,390.38)	(22,442.91)
INVEST PROCEEDS	25,000.00	0.00
INVEST PURCHASES	(3,576.76)	0.00
TRANSFERS	0.00	0.00
	-----	-----
CURRENT CASH BALANCE	(98,047.63)	(22,442.91)
CURRENT INVESTMENTS	4,686,912.11	5,202,745.99
	-----	-----
CASH BALANCES, SEPTEMBER 23, 2020	\$4,588,864.48	\$5,180,303.08
	=====	=====

**WILLOW FORK DRAINAGE DISTRICT
CASH TRANSACTIONS
FOR THE MONTH ENDED AUGUST 31, 2020**

Document Date	Number	Vendor / Customer Name	Description	Receipts	Disbursements
GENERAL FUND - PARKS					
8/13/20	4595	YVONNE J. ARCENEUX	GF PARK - AUG 3-AUG 15		2,419.34
8/13/20	4596	KENNETH R. JOHNSON	GF PARK- JULY 19 - AUG 8		424.66
8/13/20	4597	CRISTEN WIATR	GF PARK-16 HRS(7/20;7/27;8/3)		400.00
8/13/20	4598	CYNTHIA STUBBINS	GF PARK-HEARTSINE 450P AED		1,250.00
8/13/20	4599	HOUSTON TENTS & EVENTS LLC	GF PARK- TENT RENTAL		4,722.68
8/13/20	4600	JADE MOUNTAIN MARTIAL ARTS	GF PARK-7/18 TAI CHI CLASS		85.00
8/13/20	4601	JJPR	GF PARK-TENT;FAN;CHAIR RENTAL		1,823.57
8/13/20	4602	TEXAS COUNTIES DIVISION PATROL	GF PARK- JUNE 2020		1,660.00
8/13/20	4603	TRINA MAXWELL	GF PARK-TAI CHI 7/11-7/28		340.00
8/19/20	4588	RELIANT	GF PARK-SERVICE: 7/7-8/5		2,819.49
8/26/20	4604	WENDY L. DUNCAN	DIR FEES 7/15;7/22;8/18		415.57
8/26/20	4605	JOHN C. POULTER	DIR FEE 7/22		93.52
8/26/20	4606	JOSEPH S. ROBINSON	DIR FEE 7/22		138.52
8/26/20	4607	DANIEL W. SMITH	DIR FEES 7/22;8/18		202.05
8/26/20	4608	YVONNE J. ARCENEUX	GF PARK - AUG 15-AUG 31		2,533.13
8/26/20	4609	KENNETH R. JOHNSON	GF PARK- AUG 9 - AUG 23		282.82
8/26/20	4610	CRISTEN WIATR	GF PARK- 18 HOURS (8/10;8/17)		450.00
8/26/20	4611	ALLEN BOONE HUMPHRIES ROBINSON	GF PARK-LEGAL THRU 7/31		14,998.75
8/26/20	4612	MARIA ASHWORTH	GF PARK- STORYTIME (6/15;7/20)		250.00
8/26/20	4613	CHAMPIONS HYDRO-LAWN INC	GF PARK-JUNE-JULY MAINT;REPAIR		84,983.36
8/26/20	4614	CINCO MUD 7	GF PARK- SERVICE: 6/9-7/8		702.28
8/26/20	4615	CINCO MUD #8	GF PARK- SERVICE: 6/9-7/8		36.02
8/26/20	4616	EN-TOUCH SYSTEMS	GF PARK- AUGUST 2020		50.90
8/26/20	4617	ESITEFUL	GF PARK- SEPTEMBER 2020		500.00
8/26/20	4618	F MATUSKA INC	GF PARK- JULY 2020		1,478.73
8/26/20	4619	JJPR	GF PARK- TENT;CHAIR RENTALS		312.09
8/26/20	4620	JUST ENERGY	GF PARK- SERVICE: 7/7-8/5		17.91
8/26/20	4621	LJA ENGINEERING	GF PARK- SERVICES THRU 7/31		800.96
8/26/20	4622	ON-SITE PROTECTION INC	GF PARK- AUGUST 2020		18,001.92
8/26/20	4623	PR II LACENTERRA LP (RETAIL)	GF PARK- AUGUST 2020		700.00
8/26/20	4624	SAMANTHA WALKER-WENDT	GF PARK- YOGA 8/12		150.00
8/26/20	4625	TBG PARTNERS	GF PARK-GEN;RESTROOM THRU 7/31		11,269.29
8/11/20	J11-3	TSFR JUNE MAINT TAX - PARK		6,765.81	
8/3/20	J11-9	BBVA INTEREST		11.64	
8/17/20	J11-10	BBVA SC			11.64
TOTALS - GENERAL FUND - PARKS				6,777.45	154,324.20
CAPITAL PROJECTS FUND - PARKS					
8/26/20	4627	LJA ENGINEERING	PARK-MID-BLOCK;TRAIL CROSSINGS		30,470.80
8/26/20	4628	MOBILL CONTRACTORS INC	PARK - EST#13 PHASE 3 PKG 3		18,620.64
8/26/20	4629	TBG PARTNERS	PARK- PHASE 3 TRAILS & PARKS		20,716.57
8/26/20	4630	INTEX UNITED INC	PARK - EST#5 SIGNAGE		4,500.00
TOTALS - CAPITAL PROJECTS FUND - PARKS				0.00	74,308.01

**WILLOW FORK DRAINAGE DISTRICT
CASH TRANSACTIONS
FOR THE PERIOD ENDED SEPTEMBER 23, 2020**

Document Date	Number	Vendor / Customer Name	Description	Receipts	Disbursements
GENERAL FUND - PARKS					
9/10/20	4631	YVONNE J. ARCENEUX	GF PARK- 9/1 - 9/15		2,419.34
9/10/20	4632	KENNETH R. JOHNSON	GF PARK- 8/24 - 9/4		288.59
9/10/20	4633	CRISTEN WIATR	GF PARK- 8/23;8/30 (19 HOURS)		475.00
9/10/20	4634	HOUSTON TENTS & EVENTS LLC	GF PARK- TENT & BARRELL RENTAL		3,015.00
9/10/20	4635	JADE MOUNTAIN MARTIAL ARTS	GF PARK- TAI CHI 8/1;8/15		85.00
9/10/20	4636	TEXAS COUNTIES DIVISION PATROL	GF PARK- JULY - AUGUST		5,580.00
9/10/20	4637	TRINA MAXWELL	GF PARK- TAI CHI AUGUST		595.00
9/10/20	4638	ALEX ARCENEUX	GF PARK- CPR TRAINING		30.00
9/10/20	4639	CHERI KNIGHT	GF PARK-CPR TRAIN;BLOOD DRIVE		63.75
9/10/20	4640	MICHAEL D LAWSON	GF PARK- CPR TRAINING		30.00
9/23/20	4641	JOHN C. POULTER	DIR FEE 8/26		93.52
9/23/20	4642	JOSEPH S. ROBINSON	DIR FEE 8/26		138.52
9/23/20	4643	DANIEL W. SMITH	DIR FEE 8/26, 9/16		127.05
9/23/20	4645	YVONNE J. ARCENEUX	GF PARK- 9/1 6- 9/30		2,519.34
9/23/20	4646	KENNETH R. JOHNSON	GF PARK- 9/5 - 9/18		259.73
9/23/20	4647	CRISTEN WIATR	SEP 7 - SEP 14		450.00
9/23/20	4648	CHERI KNIGHT	SEP 4 CPR TRAINING		60.00
9/23/20	4649	K & M ART PROGRAMS LLC	SEP 2020 ART CAMP		2,000.00
9/23/20	4650	MARIA ASHWORTH	AUG 17 STORYTIME		125.00
9/23/20	4651	CHAMPIONS HYDRO-LAWN INC	AUG - SEP 2020		84,555.16
9/23/20	4652	CINCO MUD 7	SERVICE 7/9 - 8/6		703.20
9/23/20	4653	CINCO MUD #8	SERVICE 7/9 - 8/6		47.46
9/23/20	4654	ESITEFUL	MARKETING PRE PAY		500.00
9/23/20	4655	F MATUSKA INC	AUG 2020		1,519.49
9/23/20	4656	HOUSE + PARTNERS ARCHITECTURE	JULY - AUG 2020		6,450.00
9/23/20	4657	LJA ENGINEERING	SERVICES THROUGH 8/28		1,183.52
9/23/20	4658	ON-SITE PROTECTION INC	AUG - SEP 2020		19,705.59
9/23/20	4659	PR II LACENTERRA LP (RETAIL)	SEP 2020		700.00
9/23/20	4660	TBG PARTNERS	AUG 2020		8,671.12
9/8/20	J12-3	TSFR JULY MAINT TAX - PARK		3,576.76	

TOTALS - GENERAL FUND - PARKS

3,576.76 142,390.38

CAPITAL PROJECTS FUND - PARKS

9/23/20	4661	LJA ENGINEERING	CPF AUG 2020		15,878.52
9/23/20	4662	TBG PARTNERS	CPF AUG 2020		6,564.39

TOTALS - CAPITAL PROJECTS FUND - PARKS

0.00 22,442.91

SUMMARY OF INVESTMENTS

BANK	ACCT #	RATE	AMOUNT
GENERAL FUND - PARKS			
TEXPOOL	1010600008	0.1768%	\$4,686,912.11
CAPITAL PROJECTS FUND - PARKS			
TEXPOOL	1010600009	0.1768%	\$5,202,745.99

WILLOW FORK DRAINAGE DISTRICT
STATEMENT OF REVENUES AND EXPENDITURES
PARK - GENERAL FUND, ACTUAL AND BUDGET
FOR THE ONE AND TEN MONTHS ENDED JULY 31, 2020

	Current Period Actual	----- Year-to-Date -----			----- Annual -----	
		Actual	Budget	Variance	Budget	Variance
REVENUES						
MAINTENANCE TAX REVENUE	\$ 4,677.57	\$ 1,455,629.31	\$ 1,410,000.00	45,629.31	\$ 1,464,660.00	(9,030.69)
INTEREST ON INVESTMENTS	895.80	41,078.79	66,665.00	(25,586.21)	80,000.00	(38,921.21)
MISCELLANEOUS REVENUE	0.00	199,197.82	0.00	199,197.82	0.00	199,197.82
CINCO 12 CONTRIBUTION	50,000.00	300,000.00	300,000.00	0.00	300,000.00	0.00
TOTAL REVENUES	55,573.37	1,995,905.92	1,776,665.00	219,240.92	1,844,660.00	151,245.92
EXPENDITURES						
DIRECTOR FEES	1,050.00	9,825.00	12,500.00	(2,675.00)	15,000.00	(5,175.00)
LEGAL FEES-PARK	14,998.75	55,513.85	83,335.00	(27,821.15)	100,000.00	(44,486.15)
ENGINEERING FEES-PARK	800.96	11,973.23	41,665.00	(29,691.77)	50,000.00	(38,026.77)
PAYROLL TAXES	922.25	8,367.77	7,665.00	702.77	9,200.00	(832.23)
BOOKKEEPING-PARK	1,340.00	15,240.00	16,665.00	(1,425.00)	20,000.00	(4,760.00)
PARK MANAGEMENT SERVICES	3,000.00	26,510.14	30,000.00	(3,489.86)	36,000.00	(9,489.86)
EXPLORATION PARK MAINTENANCE	10,242.59	98,376.40	76,705.00	21,671.40	92,050.00	6,326.40
PRINTING & OFFICE SUPPLIES	146.18	1,544.39	3,000.00	(1,455.61)	3,600.00	(2,055.61)
EXPLORATION PARK-CAPITAL OUTLA	81,387.41	209,618.60	300,000.00	(90,381.40)	325,000.00	(115,381.40)
WILLOW FORK PARK MAINTENANCE	31,099.20	338,905.23	262,205.00	76,700.23	314,650.00	24,255.23
WILLOW FORK CAPITAL OUTLAY	0.00	0.00	37,500.00	(37,500.00)	45,000.00	(45,000.00)
TRAILS MAINTENANCE	15,161.00	214,559.19	149,035.00	65,524.19	178,835.00	35,724.19
UTILITIES	207.48	2,938.39	7,085.00	(4,146.61)	8,500.00	(5,561.61)
INSURANCE	0.00	12,207.58	15,000.00	(2,792.42)	15,000.00	(2,792.42)
TRAVEL & EXPENSES	0.00	326.35	1,165.00	(838.65)	1,400.00	(1,073.65)
MISCELLANEOUS EXPENSES	50.90	2,074.06	5,000.00	(2,925.94)	6,000.00	(3,925.94)
EVENT COSTS	21,153.23	224,536.68	333,335.00	(108,798.32)	400,000.00	(175,463.32)
MEMBERSHIP DUES	0.00	150.00	1,000.00	(850.00)	1,000.00	(850.00)
EVENT DIRECTOR	6,283.34	63,163.40	62,500.00	663.40	75,000.00	(11,836.60)
EVENT DIRECTOR ASSISTANT	1,175.00	18,280.00	25,000.00	(6,720.00)	30,000.00	(11,720.00)
EVENT DIRECTOR EXPENSES	0.00	245.37	5,835.00	(5,589.63)	7,000.00	(6,754.63)
MARKETING	500.00	15,606.50	25,000.00	(9,393.50)	30,000.00	(14,393.50)
SECURITY SERVICE-CENTRAL GREEN	2,920.00	41,925.00	50,000.00	(8,075.00)	60,000.00	(18,075.00)
PARK SECURITY SERVICE	20,371.84	170,262.00	250,000.00	(79,738.00)	300,000.00	(129,738.00)
PARK-MAJOR REPAIR & MAINT	0.00	17,544.25	187,500.00	(169,955.75)	225,000.00	(207,455.75)
REPAIRS & MAINT-CENTRAL GREEN	3,615.01	43,438.12	79,165.00	(35,726.88)	95,000.00	(51,561.88)
MAJOR R&M-CENTRAL GREEN	0.00	36,550.00	208,335.00	(171,785.00)	250,000.00	(213,450.00)
RENT-LA CENTERRA	700.00	7,000.00	7,000.00	0.00	8,400.00	(1,400.00)
LANDSCAPE ARCHITECT-GENERAL	8,540.63	53,850.37	50,000.00	3,850.37	60,000.00	(6,149.63)
LANDSCAPE ARCHITECT-DESIGN	0.00	15,871.06	62,500.00	(46,628.94)	75,000.00	(59,128.94)
TRAIL CONNECTIONS	0.00	0.00	29,165.00	(29,165.00)	35,000.00	(35,000.00)
FRIENDS OF THE PARK	0.00	1,258.25	20,000.00	(18,741.75)	24,000.00	(22,741.75)
TOTAL EXPENDITURES	225,665.77	1,717,661.18	2,444,860.00	(727,198.82)	2,895,635.00	(1,177,973.82)
EXCESS REVENUES (EXPENDITURES)	(\$ 170,092.40)	\$ 278,244.74	(\$ 668,195.00)	946,439.74	(\$ 1,050,975.00)	1,329,219.74

WILLOW FORK DRAINAGE DISTRICT
STATEMENT OF REVENUES AND EXPENDITURES
PARK - CENTRAL GREEN GENERAL FUND, ACTUAL AND BUDGET
FOR THE ONE AND TEN MONTHS ENDED JULY 31, 2020

	Current Period	----- Year-to-Date -----			----- Annual -----	
	Actual	Actual	Budget	Variance	Budget	Variance
REVENUES						
CINCO 12 CONTRIBUTION	50,000.00	300,000.00	300,000.00	0.00	300,000.00	0.00
TOTAL REVENUES	50,000.00	300,000.00	300,000.00	0.00	300,000.00	0.00
EXPENDITURES						
UTILITIES	207.48	2,938.39	7,085.00	(4,146.61)	8,500.00	(5,561.61)
EVENT COSTS	21,153.23	224,536.68	333,335.00	(108,798.32)	400,000.00	(175,463.32)
EVENT DIRECTOR	6,283.34	63,163.40	62,500.00	663.40	75,000.00	(11,836.60)
EVENT DIRECTOR ASSISTANT	1,175.00	18,280.00	25,000.00	(6,720.00)	30,000.00	(11,720.00)
EVENT DIRECTOR EXPENSES	0.00	245.37	5,835.00	(5,589.63)	7,000.00	(6,754.63)
MARKETING	500.00	15,606.50	25,000.00	(9,393.50)	30,000.00	(14,393.50)
SECURITY SERVICE-CENTRAL GREEN	2,920.00	41,925.00	50,000.00	(8,075.00)	60,000.00	(18,075.00)
REPAIRS & MAINT-CENTRAL GREEN	3,615.01	43,438.12	79,165.00	(35,726.88)	95,000.00	(51,561.88)
MAJOR R&M-CENTRAL GREEN	0.00	36,550.00	208,335.00	(171,785.00)	250,000.00	(213,450.00)
RENT-LA CENTERRA	700.00	7,000.00	7,000.00	0.00	8,400.00	(1,400.00)
TOTAL EXPENDITURES	36,554.06	453,683.46	803,255.00	(349,571.54)	963,900.00	(510,216.54)
EXCESS REVENUES (EXPENDITURES)	\$ 13,445.94	(\$ 153,683.46)	(\$ 503,255.00)	349,571.54	(\$ 663,900.00)	510,216.54

WILLOW FORK DRAINAGE DISTRICT

Check Register

For the Period From Sep 23, 2020 to Sep 23, 2020

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
7962	9/23/20	CHRISTOPHER T. BRONSEL	1102-1	454.71
7963	9/23/20	TANNER J. EDDLEBLUTE	1102-1	604.01
7964	9/23/20	FERNANDO P. FLORES	1102-1	414.75
7965	9/23/20	ARAMIS A. GONZALEZ	1102-1	878.08
7966	9/23/20	BRIAN E. SCHMITT	1102-1	439.04
Total				<u>2,790.59</u>

WILLOW FORK DRAINAGE DISTRICT
PARK GENERAL FUND, BUDGET
FOR THE YEAR ENDED SEPTEMBER 30, 2021

	ADOPTED 9/30/2020 FYE (0.035 M&O)	PROPOSED 9/30/2021 FYE (0.030 M&O)
REVENUES		
MAINTENANCE TAX [2019 CV 4,227,024,061 x .035 x .99] [2020 CV 4,315,939,240 x .030 x .99]	1,464,660	1,281,830
CINCO 12 CONTRIBUTION	300,000	300,000
INTEREST EARNED	80,000	40,000
TOTAL REVENUES	1,844,660	1,621,830
EXPENDITURES		
PARK LEGAL [per H Thompson]	100,000	100,000
LANDSCAPE ARCHITECT-GENERAL [per M Klein]	60,000	60,000
ENGINEER FEES-PARK [per C Kalkomey]	50,000	50,000
BOOKKEEPING-PARK	20,000	20,000
INSURANCE	15,000	15,000
DIRECTOR FEES	15,000	15,000
PAYROLL TAXES	9,200	9,200
TRAVEL/EXPENSES	1,400	1,400
PRINTING/OFFICE SUPPLIES	3,600	3,600
MEMBERSHIP DUES	1,000	1,000
MISCELLANEOUS EXPENSES	6,000	6,000
PARK MANAGEMENT SERVICES [CHL]	36,000	37,800
EXPLORATION PARK MAINTENANCE [CHL]	92,050	106,450
WILLOW FORK PARK MAINTENANCE [CHL]	314,650	340,020
TRAILS MAINTENANCE [CHL]	178,835	301,930
EXPLORATION/WILLOW FORK PARK SECURITY	300,000	300,000
FRIENDS OF THE PARK	24,000	24,000
** LANDSCAPE ARCHITECT/ARCHITECT DESIGN [per M Klein]	75,000	75,000
** EXPLORATION PARK CAPITAL OUTLAY-RESTROOMS	325,000	0
** PARK-MAJOR REPAIR & MAINTENANCE [per M Klein]	225,000	150,000
** WILLOW FORK PARK CAPITAL OUTLAY [UTILITY LINE RELOCATION]	45,000	0
** TRAIL CONNECTIONS [per M Klein]	35,000	120,000
**** DIVERSION CHANNEL LANDSCAPE/IRRIGATION REPAIR [per M Klein]	0	150,000
CENTRAL GREEN	963,900	677,600
***** EVENTS(REGULAR/SIGNATURE) [per Y Arceneaux]	400,000	350,000
EVENT DIRECTOR	75,000	75,000
EVENT DIRECTOR ASSISTANT [per Y Arceneaux]	30,000	30,000
EVENT DIRECTOR-EXPENSES [per Y Arceneaux]	7,000	7,000
MARKETING	30,000	30,000
RENT (LA CENTERRA)	8,400	10,000
UTILITIES (ELECTRIC & ENTOUCH)	8,500	6,000
CENTRAL GREEN MAINTENANCE	95,000	84,600
SECURITY [Texas Counties Division Patrol]	60,000	60,000
CENTRAL GREEN MAJOR R&M	250,000	25,000
TOTAL EXPENDITURES	2,895,635	2,564,000
EXCESS REVENUES/(EXPENDITURES)	(1,050,975) ***	(942,170) ***

** May be reimbursed from Future Bond Issue [total of \$955,000]

*** Deficit covered by Fund Balance

***** May be eligible for FEMA or Bond Surplus

***** Includes ambassadors

DRAFT



Willow Fork Drainage District

Parks Report



September 23, 2020

13226 Kaltenbrun ~ Houston, Texas 77086 ~ Phone: 281-445-2614 ~ Fax: 281-445-2349

Account Representative: Jerry Schroeder ~ Cell: (713) 703-3516

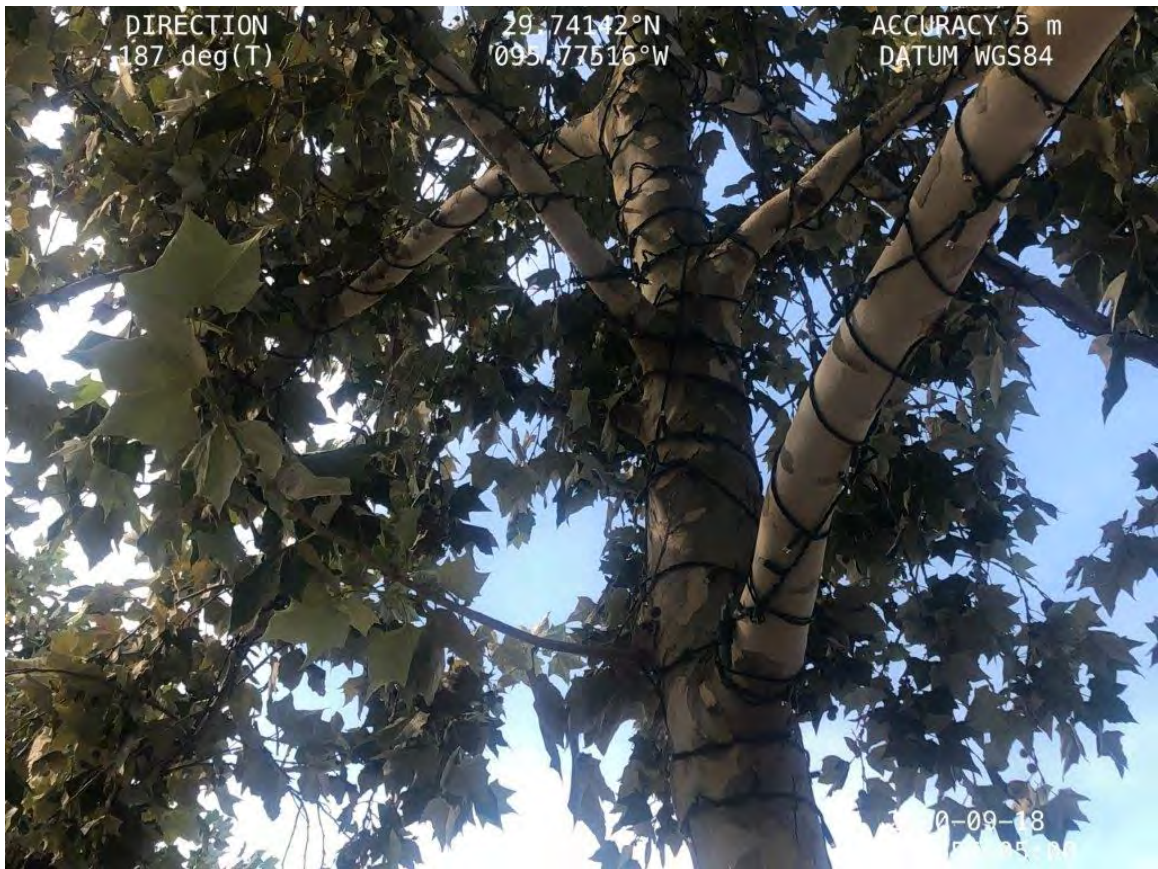
Email: jschroeder@champhydro.com

I. Central Green:

- Last serviced on 09/22/2020.







II. Exploration Park:

- Last serviced on 09/22/2020.









III. Willow Fork Park







DIRECTION
25 deg(T)
29.5068°N
095.77809°W

ACCURACY 5 m
DATUM WGS84

2020-09-18
10:17:10-05:00













TBG

Meeting Agenda

IN ATTENDANCE:

WFDD Board Members
ABHR
Consultants

DATE:

September 23, 2020

PROJECT:

Willow Fork
Drainage District

PROJECT NO.:

LOCATION:

Remote Call-in

Agenda Item:

Willow Fork Park

- No new items at this time.

Central Green Shade Structure

Schedule: Prebid July 9th

Bid opening July 21st

Bids presented at Board meeting July 22nd

Contracts: September, 2020

NTP: Tentative NTP +/- September to allow contractor to start submittals/ shop drawings, but on-site activity not starting until December or January, event schedule dependent.

Construction: 120 days

- Shop Drawings / Submittals (no on-site activities): 60 days
- On Site Construction: 75-90 Days (majority of heavy construction within 30-45 day window)
- DocuSign documents sent to District and Contractor. NTP to be issued when contracts are fully executed.

Trails Signage and Wayfinding

Intex United

Original Contract amount \$178,153.20

Current contract amount: \$178,153.20

Contract Duration: 150 days

Expected Sub. Comp.: 8/2020

Pay Applications:

1. Pay App #1 - \$68,393.88

2. Pay App #2 - \$18,000.00

3. Pay App #3 - \$18,000.00

4. Pay App #4 - \$12,744.00

5. Pay App #5 - \$4,500.00

Project Status Update

- Ongoing fabrication and installation of trail signs.



TBG

Exploration Park

Bathroom Addition:

Contractor D.L.Meacham, L.P.

Original Contract amount \$322,800.00

Current contract amount: \$347,637.00

Contract Duration: 90 days

Expected Sub. Comp.: TBD

Pay Applications:

1. Pay App #1 - \$44,639.10

2. Pay App #2 - \$53,874.90

3. Pay App #3 - \$70,792.87

Geotech Invoice: \$1,149.00 (All-Terra)

Change Orders:

Change Order #1 - \$24,837.00

Project Status Update

- Building substantially complete, landscape is in.
- Anticipated final walk early next week, weather permitting.

PHASE 3 TRAILS

Trails Package 1:

Contractor D.L.Meacham, L.P.

Original Contract amount \$1,193,700.00

Current contract amount: \$1,299,364.00

Pay Applications:

1. Pay App #1 - \$239,262.75

2. Pay App #2 - \$89,865.00

3. Pay App #3 - \$59,548.50

4. Pay App #4 - \$10,800.00

5. Pay App #5 - \$900.00

6. Pay App #6 - \$7,965.00

7. Pay App #7- \$5,653.80

8. Pay App #8- \$2,250.00

9. Pay App #9 - \$25,393.50

10. Pay App #10 - \$6,435.00

11. Pay App #11 - \$153,497.25

12. Pay App #12 - \$54,623.25

13. Pay App #13 - \$12,780.00

14. Pay App #14 - \$67,252.02

15. Pay App #15 - \$36,600.75

16. Pay App #16 - \$159,755.17

17. Pay App #17 - \$67,011.08

18. Pay App #18 - \$63,540.00



TBG

- 19. Pay App #19 - \$23,490.00
- 20. Pay App #20 - \$7,650.00
- 21. Pay App #21 - \$2,079.45
- 22. Pay App #22 - \$73,075.05

Change Orders:

- Change Order #1 - \$14,992.00*
- Change Order #2 - \$ 89,817.00*
- Change Order #3 - \$ 855.00*

Project Status Update

- o All segments complete. Waiting on final pay application and as-built plans.*

Trails Package 2:

Contractor Division III + Constructors Inc
Original Contract amount \$1,236,067.50

Pay Applications:

- 1. Pay App #1 - \$42,607.80*
- 2. Pay App #2 - 109,470.60*
- 3. Pay App #3 - 152,078.40*
- 4. Pay App #4 - 62,848.35*
- 5. Pay App #5 - \$92,250.00*
- 6. Pay App #6 - \$79,110.00*
- 7. Pay App #7 - \$41,719.50*
- 8. Pay App #8 - \$58,743.00*
- 9. Pay App #9 - \$185,534.10*
- 10. Pay App #10 - \$20,610.90*
- 11. Pay App #11 - \$56,754.00*

Allowance:

- o Additional sidewalk due to silt removal damages. Field adjustment per ADA at tie-in to existing walks/trails.*

Project Status Update

- o Contractor has addressed about half of the punch items. Waiting to remobilize until they are released to continue on mid block crossings.*



TBG

Trails Package 3:

Contractor MoBill Contractors

Original Contract amount: \$1,188,148.00

Current contract amount: \$1,188,148.00

Pay Applications:

- 1. Pay App #1 - \$42,300.00*
- 2. Pay App #2 - \$44,051.00*
- 3. Pay App #3 - \$38,372.40*
- 4. Pay App #4 - \$24,953.76*
- 5. Pay App #5 - \$50,750.64*
- 6. Pay App #6 - \$83,296.80*
- 7. Pay App #7 - \$48,675.00*
- 8. Pay App #8 - \$47,062.00*
- 9. Pay App #9 - \$145,577.34*
- 10. Pay App #10 - \$104,856.07*
- 11. Pay App #11 - \$20,782.26*
- 12. Pay App #12 - \$30,965.99*
- 13. Pay App #13 - \$18,620.64*

Project Status Update

- Failure to Man letter sent to contractor for incomplete work and failure to meet the contract schedule. Contractor schedule update reflects completion of segment R, S, and T, by September 30th, weather permitting.
- Segment 'T' Concrete trail complete. Contractor working on planting and irrigation. Contractor
- Segment 'S' Concrete trail complete. Contractor working on planting and irrigation.
- Segment 'V': Concrete trail complete. Contractor working on planting and irrigation.
- Segment 'R' Concrete trail complete. Contractor working on planting and irrigation
- Segment 'U' Approved shop drawings returned to contractor. Segment to start when T,V,and,S are complete.
- Segment 'O', 'P', and 'U' to be started when others are complete
Start date TBD.

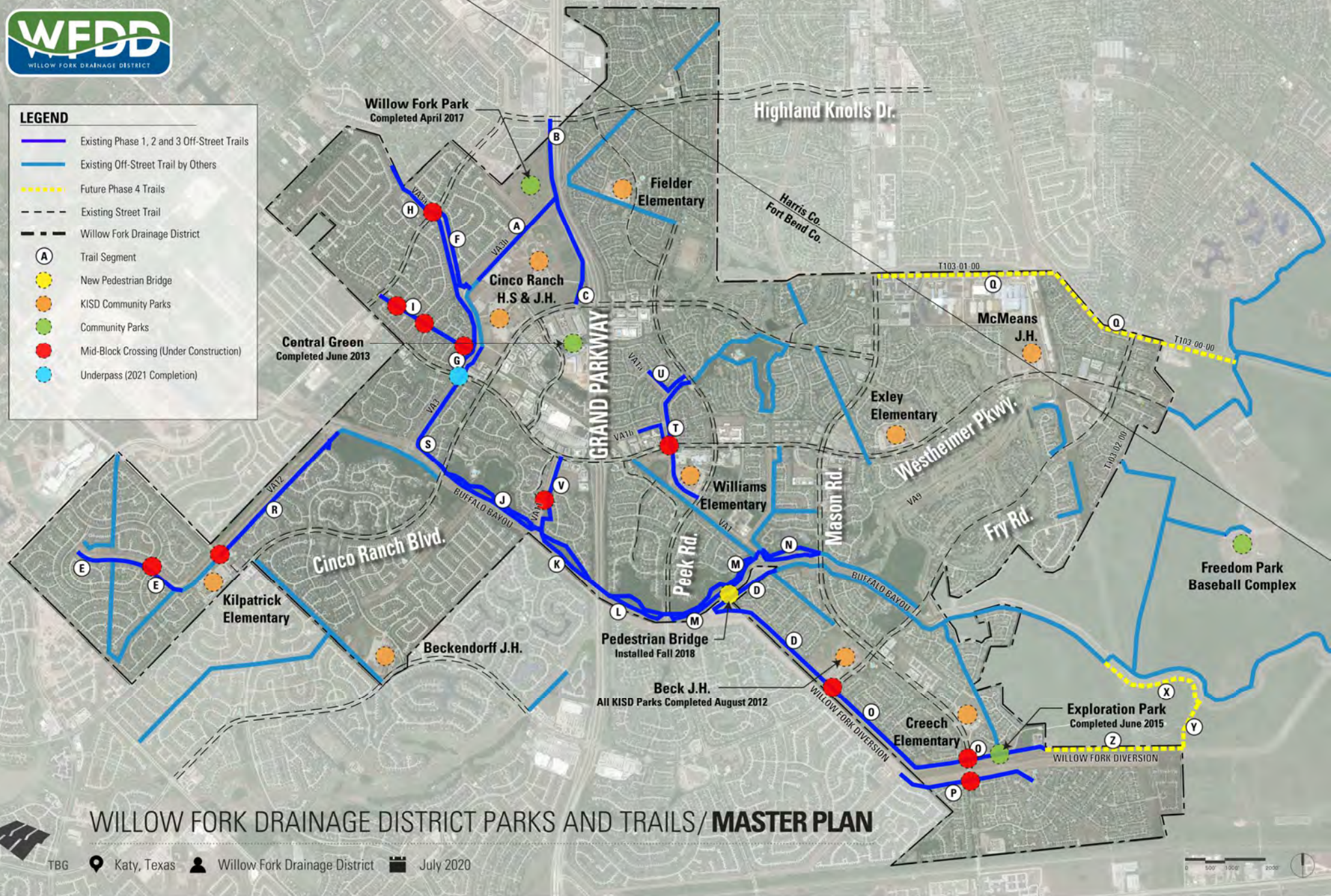
OTHER ITEMS

No other items

BOARD ACTION ITEMS:

LEGEND

- Existing Phase 1, 2 and 3 Off-Street Trails
- Existing Off-Street Trail by Others
- - - - - Future Phase 4 Trails
- - - - - Existing Street Trail
- - - - - Willow Fork Drainage District
- A Trail Segment
- New Pedestrian Bridge
- KISD Community Parks
- Community Parks
- Mid-Block Crossing (Under Construction)
- Underpass (2021 Completion)



WILLOW FORK DRAINAGE DISTRICT PARKS AND TRAILS/MASTER PLAN

TBG

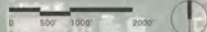
Katy, Texas



Willow Fork Drainage District



July 2020



**WILLOW FORK DRAINAGE DISTRICT
PARKS MEETING ENGINEERING REPORT
September 23, 2020
LJA Job No. 2642-0001P (12.3)**

Agenda Item No. 9 - Engineering matters

a) Mid-Block Crossings:

LJA is working with Division III to adjust the various ramps widths. After discussions with TBG, ABHR, and Parks Committee, LJA has submitted the attached summary to Division III and has requested they proceed with these crossings as noted. LJA will discuss this document in more detail during the meeting.

b) Discuss and authorize appropriate action regarding desilting of final 8200 linear feet of Diversion Channel:

LJA has nothing new to report since the September Drainage Board Meeting.

c) Authorize appropriate action regarding pilot project in the Barker Reservoir with U.S. Army Corps of engineers, including approval of plans and specifications and obtaining Corps approval:

LJA has nothing new to report since the September Drainage Board Meeting.

d) Deeds, easements, and real estate documents:

LJA has nothing new to report since the September Drainage Board Meeting.

e) Design of District Facilities:

a) Westheimer Parkway Underpass:

LJA has received initial comments from Fort Bend County Engineering and Cinco MUD 10. Comments have been addressed, but LJA is waiting for a Letter of No Objection for Cinco MUD 10 before Fort Bend County will approve the plans.

f) Status of ongoing repairs to facilities:

LJA has nothing new to report since the September Drainage Board Meeting.

Summary of Proposed Board Action Items:

Nothing Requested at the Time of this Report.

Items requiring Board Signatures:

Nothing Requested at the Time of this Report.

Items for next month's Agenda:

Nothing Requested at the Time of this Report.

Per Crossing Breakdown for Sidewalk, Curb, and Ramps

		CONTRACT				ADJUSTED QUANTITIES				WFDD Determination on Crossing	Division III Action Items	INCREASED QUANTITIES AND/OR INCREASED RAMP COSTS FOR WIDER RAMP					
		Unit	Contract Quantity	Unit Price	Scheduled Value	Unit	Revised Quantity	Unit Price	Value			Unit	Revised Quantity	Unit Price	Value		
Item #	Description of Work																
A	CAT 1 #1 - BARTON MEADOW									District acknowledges Division III adjusting this Ramp from 5' to 6' without additional cost for the Ramp. Quantities of removed and replaced sidewalk and removed curb will be adjusted based actual quantities.	Proceed with completion of this crossings based on a 6' wide ramp. It is our understanding that Division III has remobilized at this crossigs and should be complete soon.	SY	125	\$	30.00	\$	3,750.00
1	REMOVE EXISTING SIDEWALK	SY	10	\$	30.00	\$	300.00	SY	125			\$	30.00	\$	3,750.00		
2	REMOVE EXISTING CONCRETE CURB	LF	34	\$	6.00	\$	204.00	LF	30			\$	6.00	\$	180.00		
3	4" THICK CONCRETE WALK	SY	5	\$	72.00	\$	360.00	SY	125			\$	72.00	\$	9,000.00		
4	PERPENDICULAR WHEEL CHAIR RAMP	EA	2	\$	1,500.00	\$	3,000.00	EA	2			\$	1,500.00	\$	3,000.00		
					\$	3,864.00						\$	15,930.00				
B	CAT 1 #2 - NICKS RUN									District acknowledges Division III adjusting this Ramp from 5' to 6' without additional cost for the Ramp. Quantities of removed and replaced sidewalk and removed curb will be adjusted based actual quantities.	Proceed with completion of this crossings based on a 6' wide ramp. It is our understanding that Division III has remobilized at this crossigs and should be complete soon.	SY	120	\$	30.00	\$	3,600.00
5	REMOVE EXISTING SIDEWALK	SY	10	\$	30.00	\$	300.00	SY	120			\$	30.00	\$	3,600.00		
6	REMOVE EXISTING CONCRETE CURB	LF	34	\$	6.00	\$	204.00	LF	30			\$	6.00	\$	180.00		
7	4" THICK CONCRETE WALK	SY	5	\$	72.00	\$	360.00	SY	120			\$	72.00	\$	8,640.00		
8	PERPENDICULAR WHEEL CHAIR RAMP	EA	2	\$	1,500.00	\$	3,000.00	EA	2			\$	1,500.00	\$	3,000.00		
					\$	3,864.00						\$	15,420.00				
C	CAT 1 #3 - FINBURY									Trails were not constructed at the time of bid; however, trail was installed at the time of construction. District will consider the additional costs for the wider ramp. Division III should have notified District of Ramp and Trail width discrepancies prior to pouring; therefore, the District will not consider demolition of already poured ramps or sidewalks/trails.	Provide Quantities and the new unit price for a 10' wide ramp. Quantity shown are from our previous discussion; however, provide a cost for the ramp not including the demolition.	SY	15	\$	30.00	\$	450.00
9	REMOVE EXISTING SIDEWALK	SY	10	\$	30.00	\$	300.00	SY	15			\$	30.00	\$	450.00		
10	REMOVE EXISTING CONCRETE CURB	LF	34	\$	6.00	\$	204.00	LF	20			\$	6.00	\$	120.00		
11	4" THICK CONCRETE WALK	SY	7	\$	72.00	\$	504.00	SY	15			\$	72.00	\$	1,080.00		
12	PERPENDICULAR WHEEL CHAIR RAMP	EA	2	\$	1,500.00	\$	3,000.00	EA	2			\$	1,500.00	\$	3,000.00		
					\$	4,008.00						\$	4,650.00				
D	CAT 2 #1 - ZACHARY BEND									District acknowledges Division III adjusting this Ramp from 5' to 6' without additional cost for the Ramp. Quantities of removed and replaced sidewalk and removed curb will be adjusted based actual quantities.	Proceed with completion of this crossings based on a 6' wide ramp. It is our understanding that Division III has remobilized at this crossigs and should be complete soon.	SY	90	\$	30.00	\$	2,700.00
13	REMOVE EXISTING SIDEWALK	SY	10	\$	30.00	\$	300.00	SY	90			\$	30.00	\$	2,700.00		
14	REMOVE EXISTING CONCRETE CURB	LF	34	\$	6.00	\$	204.00	LF	20			\$	6.00	\$	120.00		
15	4" THICK CONCRETE WALK	SY	5	\$	72.00	\$	360.00	SY	90			\$	72.00	\$	6,480.00		
16	PERPENDICULAR WHEEL CHAIR RAMP	EA	2	\$	1,500.00	\$	3,000.00	EA	2			\$	1,500.00	\$	3,000.00		
					\$	3,864.00						\$	12,300.00				
E	CAT 2 #2 - ENCHANTED MEADOW									Trails were constructed at the time of bid. Per the plans, Division III should have assumed an 8' wide trail.	Per the plans, proceed with the construction of 8' wide ramps. Quantity shown are from our previous discussion; however, please review and update.	SY	90	\$	30.00	\$	2,700.00
17	REMOVE EXISTING SIDEWALK	SY	10	\$	30.00	\$	300.00	SY	70			\$	30.00	\$	2,100.00		
18	REMOVE EXISTING CONCRETE CURB	LF	34	\$	6.00	\$	204.00	LF	20			\$	6.00	\$	120.00		
19	4" THICK CONCRETE WALK	SY	6	\$	72.00	\$	432.00	SY	70			\$	72.00	\$	5,040.00		
20	PERPENDICULAR WHEEL CHAIR RAMP	EA	2	\$	1,500.00	\$	3,000.00	EA	2			\$	1,500.00	\$	3,700.00		
					\$	3,936.00						\$	10,960.00				
F	CAT 3 #1 - GASTON @ POOL									Trails were not constructed at the time of bid; however, trail was installed at the time of construction. District will consider the additional costs for the wider ramp. Division III should have notified District of Ramp and Trail width discrepancies prior to pouring; therefore, the District will not consider demolition of already poured ramps or sidewalks/trails.	Provide Quantities and the new unit prive for a 10' wide ramp. Quantity shown are from our previous discussion; however, provide a cost for the ramp not including the demolition.	SY	20	\$	30.00	\$	600.00
21	REMOVE EXISTING SIDEWALK	SY	10	\$	30.00	\$	300.00	SY	20			\$	30.00	\$	600.00		
22	REMOVE EXISTING CONCRETE CURB	LF	34	\$	6.00	\$	204.00	LF	20			\$	6.00	\$	120.00		
23	4" THICK CONCRETE WALK	SY	6	\$	72.00	\$	432.00	SY	20			\$	72.00	\$	1,440.00		
24	PERPENDICULAR WHEEL CHAIR RAMP	EA	2	\$	1,500.00	\$	3,000.00	EA	2			\$	1,500.00	\$	3,000.00		
					\$	3,936.00						\$	5,160.00				
G	CAT 4 #1 - FALCON LANDING									Trails were constructed at the time of bid. Per the plans, Division III should have assumed an 10' wide trail.	Per the plans, proceed with the construction of 10' wide ramps. Quantity shown are from our previous discussion; however, please review and update.	SY	26	\$	30.00	\$	780.00
25	REMOVE EXISTING SIDEWALK	SY	20	\$	30.00	\$	600.00	SY	26			\$	30.00	\$	780.00		
26	REMOVE EXISTING CONCRETE CURB	LF	68	\$	6.00	\$	408.00	LF	60			\$	6.00	\$	360.00		
27	4" THICK CONCRETE WALK	SY	11	\$	72.00	\$	792.00	SY	26			\$	72.00	\$	1,872.00		
28	PERPENDICULAR WHEEL CHAIR RAMP	EA	2	\$	1,500.00	\$	3,000.00	EA	2			\$	1,500.00	\$	3,000.00		
29	MEDIAN WHEEL CHAIR RAMPS	EA	1	\$	1,500.00	\$	1,500.00	EA	1	\$	1,500.00	\$	1,500.00				
					\$	6,300.00						\$	7,512.00				
H	CAT 6 #1 - WESTHEIMER @ YMCA									Trails were constructed at the time of bid. Per the plans, Division III should have assumed an 8' wide trail.	Per the plans, proceed with the construction of 8' wide ramps. Quantity shown are from our previous discussion; however, please review and update.	SY	40	\$	30.00	\$	1,200.00
30	REMOVE EXISTING SIDEWALK	SY	10	\$	30.00	\$	300.00	SY	20			\$	30.00	\$	600.00		
31	REMOVE EXISTING CONCRETE CURB	LF	68	\$	6.00	\$	408.00	LF	68			\$	6.00	\$	408.00		
32	4" THICK CONCRETE WALK	SY	11	\$	72.00	\$	792.00	SY	20			\$	72.00	\$	1,440.00		
33	PERPENDICULAR WHEEL CHAIR RAMP	EA	2	\$	1,500.00	\$	3,000.00	EA	2			\$	1,500.00	\$	3,000.00		
34	MEDIAN WHEEL CHAIR RAMPS	EA	1	\$	1,500.00	\$	1,500.00	EA	1	\$	1,500.00	\$	1,500.00				
					\$	6,000.00						\$	6,948.00				
I	CAT 6 #2 S FRY RD @ BECK JH									Trails were constructed at the time of bid. Per the plans, Division III should have assumed an 10' wide trail.	Per the plans, proceed with the construction of 10' wide ramps. Quantity shown are from our previous discussion; however, please review and update.	SY	55	\$	30.00	\$	1,650.00
35	REMOVE EXISTING SIDEWALK	SY	10	\$	30.00	\$	300.00	SY	38			\$	30.00	\$	1,140.00		
36	REMOVE EXISTING CONCRETE CURB	LF	68	\$	6.00	\$	408.00	LF	60			\$	6.00	\$	360.00		
37	4" THICK CONCRETE WALK	SY	11	\$	72.00	\$	792.00	SY	38			\$	72.00	\$	2,736.00		
38	PERPENDICULAR WHEEL CHAIR RAMP	EA	2	\$	1,500.00	\$	3,000.00	EA	2			\$	1,500.00	\$	3,000.00		
39	MEDIAN WHEEL CHAIR RAMPS	EA	1	\$	1,500.00	\$	1,500.00	EA	1	\$	1,500.00	\$	1,500.00				
					\$	6,000.00						\$	8,736.00				
J	CAT 6 #3 - S MASON @ BALLARD HOUSE N									Trails were constructed at the time of bid. Per the plans, Division III should have assumed an 10' wide trail.	Per the plans, proceed with the construction of 10' wide ramps. Quantity shown are from our previous discussion; however, please review and update.	SY	38	\$	30.00	\$	1,140.00
40	REMOVE EXISTING SIDEWALK	SY	10	\$	30.00	\$	300.00	SY	38			\$	30.00	\$	1,140.00		
41	REMOVE EXISTING CONCRETE CURB	LF	68	\$	6.00	\$	408.00	LF	60			\$	6.00	\$	360.00		
42	4" THICK CONCRETE WALK	SY	11	\$	72.00	\$	792.00	SY	38			\$	72.00	\$	2,736.00		
43	PERPENDICULAR WHEEL CHAIR RAMP	EA	2	\$	1,500.00	\$	3,000.00	EA	2			\$	1,500.00	\$	3,000.00		
44	MEDIAN WHEEL CHAIR RAMPS	EA	1	\$	1,500.00	\$	1,500.00	EA	1	\$	1,500.00	\$	1,500.00				
					\$	6,000.00						\$	8,736.00				
K	CAT 6 #4 - S MASON @ BALLARD HOUSE S									Trails were constructed at the time of bid. Per the plans, Division III should have assumed an 10' wide trail.	Per the plans, proceed with the construction of 10' wide ramps. Quantity shown are from our previous discussion; however, please review and update.	SY	20	\$	30.00	\$	600.00
45	REMOVE EXISTING SIDEWALK	SY	10	\$	30.00	\$	300.00	SY	12			\$	30.00	\$	360.00		
46	REMOVE EXISTING CONCRETE CURB	LF	68	\$	6.00	\$	408.00	LF	60			\$	6.00	\$	360.00		
47	4" THICK CONCRETE WALK	SY	11	\$	72.00	\$	792.00	SY	21			\$	72.00	\$	1,512.00		
48	PERPENDICULAR WHEEL CHAIR RAMP	EA	2	\$	1,500.00	\$	3,000.00	EA	2			\$	1,500.00	\$	3,000.00		
49	MEDIAN WHEEL CHAIR RAMPS	EA	1	\$	1,500.00	\$	1,500.00	EA	1	\$	1,500.00	\$	1,500.00				
					\$	6,000.00						\$	6,732.00				

WFDD Central Green

September 23, 2020 Parks Board Meeting

Yvonne Arceneaux

Parks GM

Calendar and Budget

- Social Distancing is going very well
- Classes are going very well. The public is very appreciative
- Art Camp- Moved to September 28- October 1
- Governor Abbott
 - o Fort Bend mass gathering request
 - o Discussion and Approval- November
 - Saturday 21, 2020- Live Music
 - Saturday 28,2020- Live Music
- October Calendar
 - o The items in Green are cancellations.

	October	
10/2/2020	Fall Concert series continues	
10/3/2020	Tai Chi-jade Mountain	85.00
10/3/2020	Conversational Spanish	200.00
10/3/2020	The Fab Five	0.00
10/6/2020	Tai Chi-TM	85.00
10/7/2020	Yoga- Samantha Walker	150.00
10/10/2020	Art Walk in Conjunction with LaCenterra	0.00
10/11/2020	Day 2 Art Walk	
10/12-10/13	Art Camp	2,000.00
10/13/2020	Tai Chi-TM	85.00
0/14/2020	Yoga	150.00
10/16/2020	Movie	0.00
10/17/2020	Tai Chi-Jade Mountain	85.00
10/17/2020	Face this Way-Live Music	0.00
10/19/2020	Story Time Maria Ashworth - Big Belly Books	150.00
10/20/2020	Tai Chi-TM	85.00
10/21/2020	Yoga	150.00
10/24/2020	CAP'S 5th Annual Howl-o-ween	0.00
10/24/2020	Loop Hole Band- Live Music	0.00
10/27/2020	Tai Chi-Tm	85.00
10/28/2020	Yoga	150.00
10/30/2020	Live Music	0.00
10/31/2020	Tai Chi-TM	85.00
10/31/2020	Shakespeare in the Park	0.00
	Total	3,545.00



Communications Report for Willow Fork Drainage District (9/23/20)

Website

Updates since last reporting include:

- Updated board list on Board & Operations page.

Ongoing Communications

The communications committee met by conference call 9/14 and discussed the following:

- Newsletter Distribution List – An update was provided on the growth of the newsletter distribution list. The list has doubled in one year, with 136 subscribers in Sept. 2019 to 277 in Sept. 2020. The committee discussed ways to increase subscribers and research is being conducted for recommendations to the committee.
- Newsletter – The Sept. newsletter is being prepared, with articles discussed for inclusion being: an update on the diversion channel desilt project, new restrooms at Exploration Park, and modified events/activities at Central Green to continue to provide valuable programming that meets COVID capacity guidelines. The newsletter is scheduled to distribute by the end of the month.

Friends of Willow Fork Park

- Developed and provided files for the following “volunteer” word art to Neil Stillman that coordinates with already developed WFDD and Willow Fork Park graphics for the back of T-shirts being made for park volunteers.



Action Item(s)

None

Proposal

Interpretive Panels - Butterfly Garden Willow Fork Park

Friends of Willow Fork Park



Proposal

Approve proposal to purchase 2 interpretive panels for installation in Butterfly Garden – Willow Fork Park

- Total budget \$4300 (includes 10% contingency)
 - 2 interpretive panels(2'x3') – includes design, manufacturing and installation hardware
 - from Friends of WFP budget
- First panel to describe life cycle of butterfly
- Second panel to welcome visitors to the pollinator garden and talk about Houston garden plants for butterflies and other pollinators
- Exact installation hardware still to be determined – budget includes more expensive installation option

Vendor Choice

- We talked to 3 vendors about this project
- We asked for bids from 2 vendors
- Our preferred vendor was the lowest total bid (\$3882 vs \$3970)
- 1-2 month project timing (design, manufacturing, installation)
- Recommended vendor is **Interpretive Insights**
 - Houston based
 - Not just a “graphics” company, but a nature based interpretive company
 - Created interpretive panels at Seabourne Park(Richmond) Butterfly Garden

Example-1 of Interpretive Panel Seabourne Park



Example-2 of Interpretive Panel - Seabourne Park



Example-3 of Interpretive Panels Seabourne Park



Optional Installation Hardware (higher cost option included in budget)



Example of more “substantial” installation hardware

WFDD Trail Map



While very appropriate for high usage trails,
not appropriate for small Butterfly Garden