

WILLOW FORK DRAINAGE DISTRICT
PARK MATTERS

November 17, 2021

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met by regular session, open to the public, on the 17th day of November, 2021 at the offices of LJA Engineering, Inc., 1904 West Grand Parkway North, Suite 100, Katy Texas 77449, outside the boundaries of the District, with supplemental access by telephone available to the public, and the roll was called of the members of the Board:

Wendy Duncan	President
Vacant	Vice President
John Savage	Secretary
Gregg Nady	Assistant Vice President
Joe Robinson	Assistant Secretary

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

Also present at the meeting were: Alec Bray, member of the public; Brendan Doran of Texas Utility Bookkeeping, LLC; Craig Kalkomey of LJA Engineering ("LJA"); Marie Newsom of Champions Hydro-Lawn, Inc. ("Champions"); Yvonne Arceneaux, District Park Manager; and Harry H. Thompson and Meagan Guilmenot of Allen Boone Humphries Robinson LLP ("ABHR").

Also present by telephone were Thomas Dunn of On Site Protection LLC; and Glenn Jarrett of TBG Partners ("TBG").

Due to the COVID-19 Virus epidemic emergency and the high threat level warnings issued by various governments and agencies, the District established a telephone option for members of the public to listen to the meeting and to address the Board. No members of the public were on the telephone.

COMMENTS FROM THE PUBLIC

Director Duncan offered any members of the public attending the meeting the opportunity to make a public comment. There being no members of the public wishing to make comments, Director Duncan moved to the next agenda item.

MINUTES

The Board next considered approving the minutes of the October 17, 2021, parks meeting, and October 19, 2021, special meeting. Director Savage moved to approve the

minutes, as discussed. Director Robinson seconded the motion, which carried unanimously.

SECURITY REPORT

Director Nady joined the meeting.

Mr. Dunn reviewed the security report with the Board, a copy of which is attached.

Director Nady inquired about hourly rates for patrol personnel in the District. Ms. Arceneaux outlined the different security programs for Central Green and the Parks. The Board discussed funding security in the District. Director Nady inquired about documenting repeat offenders at Exploration Park. Discussion ensued. Mr. Thompson stated that the Board could consider adding a Flock Safety System as an additional security measure. He stated that the cameras from Flock Safety have the capabilities of tracking license plates and logging and flagging repeat offenders, and each camera costs \$2,500 annually. After further discussion, the Board requested ABHR to reach out to Flock Safety to obtain additional information for Board's review and consideration.

FRIENDS OF THE PARK

Ms. Newsom updated the Board on the District's Butterfly Garden.

Ms. Newsom updated the Board regarding the design and delivery of an interpretive panel regarding the history of the Texas Western Narrow-Gauge Railroad in the Katy area. The Board reviewed a railroad flyer designed by Friends of the Park, promoting the unveiling of the train exhibit that will take place on December 4, 2021.

Ms. Newsom updated the Board on the status of Patti's Patch. Mr. Thompson requested that TBG create a schematic for Patti's Patch to preserve the flowers. Mr. Jarrett stated that TBG would coordinate with Champions on a path forward.

ADOPT RESOLUTION CASTING BALLOT FOR THE ELECTION OF A PERSON TO THE BOARD OF DIRECTORS OF THE HARRIS COUNTY APPRAISAL DISTRICT ("HCAD")

The Board considered adopting a Resolution Casting Ballot for the Election of a Person to the Board of Directors for HCAD. Mr. Thompson advised the Board that the District may cast a vote for a person to fill the position of director on the Board of Directors of HCAD. He explained that the director will serve as a representative of the conservation and reclamation districts within HCAD's jurisdiction. After discussion, Director Savage moved to adopt a Resolution Casting Ballot for the Election of a Person to the Board of Directors for HCAD, reflecting the District's vote for Shantai Magee, and

direct that the Resolution be filed appropriately and retained in the District's official records. Director Robinson seconded the motion, which carried unanimously.

BOOKKEEPER'S REPORT

Mr. Doran reviewed the bookkeeper's report for parks, a copy of which is attached.

Mr. Doran noted that check no. 6209 in the amount of \$3,045.76, relating to Cinco Municipal Utility District No. 10 is replacing check no. 6171 due to double payment. Mr. Thompson inquired about Cinco Municipal Utility District No. 12's ("Cinco 12") budget. The Board discussed coordinating payments for Central Green events and Cinco 12's funds for 2022.

The Board discussed upcoming events and costs associated with Central Green.

Mr. Doran presented and reviewed a report outlining different security activities and costs within the District. The Board considered raising the hourly rate for Central Green security.

After review and discussion, Director Nady moved to (1) approve the bookkeeper's report, payment of the bills, excluding check no. 6171; and (2) raise the hourly rate to \$40 an hour for Central Green security. Director Robinson seconded the motion, which carried unanimously.

CHAMPIONS MAINTENANCE REPORT

Ms. Newsom 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 repair.

Director Duncan reported on ongoing issues with hogs in the District. The Board discussed short-term and long-term solutions to help mitigate hog issues. Ms. Newsom stated that she would reach out to vendors specializing in feral hog trapping and present proposals to the Board for review and consideration. Discussion ensued. The Board then considered authorizing Champions to install temporary hog traps.

Ms. Newsom reviewed two proposals from Champions in the amounts of \$3,510 for tree replacement and \$13,650 for plant replacement at Central Green.

Following review and discussion, and based off of Champions' recommendation, Director Nady moved to (1) approve Champions report; (2) approve both proposals from Champions in the amounts of \$3,510 and \$13,650; and (3) authorize Champions to install temporary feral hog traps. Director Savage seconded the motion, which carried unanimously.

LANDSCAPE ARCHITECT REPORT

Mr. Jarrett reviewed the landscape architect's report, a copy of which is attached, and provided an update on the status of the Central Green Shade Structure project with Johnson Fence and Masonry ("Johnson"). Discussion ensued regarding Johnson's estimated substantial completion date for the project.

The Board discussed the quality of materials used by Johnson. Mr. Jarrett stated that TBG is monitoring Johnson's quality of work. The Board concurred to defer approval of the additional change orders from Johnson pending further consideration and review.

Mr. Jarret updated the Board on Trails Package 3.

Mr. Jarrett updated the Board on the status of the Trail Etiquette Signage and noted that Vistex Graphics is currently transitioning into RS Industrial Arts, LLC.

After review and discussion, and based on the landscape architect's recommendation, Director Nady moved to approve the landscape architect's report. Director Savage seconded the motion, which carried unanimously.

ENGINEERING REPORT

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

Mr. Kalkomey updated the Board regarding the Mid-Block Crossings project.

Mr. Kalkomey gave an update on the light placement at the SH-99.

Director Nady inquired on the status of Trails Package 4. Mr. Thompson stated the Board has approvals for X, Y, and Z, but Q is still pending. Mr. Kalkomey stated he is currently working on obtaining approval for Q through the Harris County Flood Control.

The Board discussed the status of Compact, TX's insurance provisions.

After review and discussion, and based on the engineer's recommendation, Director Savage moved to approve the engineering report. Director Nady seconded the motion, which carried unanimously.

PROJECT BARKER AND AUTHORIZE APPROPRIATE ACTION

Mr. Kalkomey updated the Board on the status of Project Barker. He then stated that Task Order No. 13 for geotechnical boring and archeological work needs Board authorization by the end of the year. Discussion ensued regarding scheduling and

timing of approval for Task Order No. 13. The Board concurred to table this matter until a later date.

Mr. Kalkomey and Mr. Thompson presented an updated spreadsheet outlining the connections, parcels, and assessed values from different Project Barker entities. The Board discussed variables and percentages from potential participants as they relate to contributions needed. After further discussion, the Board requested that ABHR obtain tax information from potential participants, and LJA gather assessed values.

REPORT FROM EVENTS DIRECTOR AND PARKS COMMITTEE RECOMMENDATIONS

Ms. Arceneaux discussed recent and upcoming Central Green events.

COMMUNICATIONS MATTERS

Mr. Thompson discussed a newsletter scheduled for publishing on November 29, 2021, with three articles promoting the upcoming town hall, additional information on Project Barker, and the unveiling of the train exhibit.

Director Duncan updated the Board on the town hall invitations.

Mr. Thompson also reported that ABHR sent a response letter to Fish City Grill relating to the unauthorized use of Central Green facilities. Discussion ensued on Central Green property boundaries.

CURRENT EVENTS

Director Robinson discussed current events.

Director Nady presented a list of additional trail projects for the Board's review and consideration. After further discussion, the Board concurred to add this item to the agenda for next month's parks meeting for Board consideration.

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

The Board concurred to hold the next drainage meeting in person on December 9, 2021, at LJA's office, and the next parks meeting in person on December 15, 2021 at LJA's office.

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 Savage

Secretary, Board of Directors

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