

WILLOW FORK DRAINAGE DISTRICT
PARK MATTERS

November 1, 2017

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in special session, open to the public, on November 1, 2017, 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 Smith, thus constituting a quorum.

Also present at the meeting were Bob Wempe of AECOM; Robert Stowe, Gregg Nady, Tim Schauer, and Mike Price, resident of the District; Fran Matuska of F. Matuska, Inc.; Dray Holeman; Andrew and Matthew Dunn of On-site Protection LLC ("On-site"); Sean Hewitt of TBG Partners ("TBG"); Shea Walker, Jerry Schroeder, and Dawn Mouton of Champions Hydro-Lawn, Inc. ("Champions"); and Stephen M. Robinson and Patti Hopper of Allen Boone Humphries Robinson LLP.

MINUTES

The Board first reviewed the minutes of the previous Parks Board meeting. After review and discussion, Director Poulter moved to approve the minutes. Director Duncan seconded the motion, which carried unanimously.

COMMENTS FROM THE PUBLIC

Mr. Schauer discussed the District's trail system connections to the Cinco Ranch Property Owner Association trails and expressed concern regarding maintenance and "Cinco standards". Director Ward requested a copy of the "Cinco standards" be provided to the District. Mr. Robinson discussed the difficulty of compliance with undefined standards which are subject to change and requested the CRPA provide the standards in writing to avoid confusion.

Mr. Nady discussed the proposed sound wall TxDOT may build along the Grand Parkway for noise abatement. Mr. Schauer discussed diamond surface testing added sound walls will only redirect the noise.

SECURITY SERVICES

Mr. Matthew Dunn reported on security matters, including contacts with off-duty Sheriff's deputies.

Mr. Andrew Dunn reported on security incidents at all parks and the surrounding area.

BOOKKEEPER'S REPORT

Ms. Matuska reviewed the bookkeeper's report, a copy of which is attached, including the checks presented for payment. After review and discussion, Director Poulter moved to approve the bookkeeper's report and payment of the bills. Director Duncan seconded the motion, which passed by unanimous vote.

CHAMPIONS MAINTENANCE REPORT

Mr. Schroeder reviewed the maintenance report, a copy of which is attached. Mr. Schroeder reviewed proposals for remediation and replanting at Exploration Park in the amount of \$83,092.00, repair of sinkholes in Areas 3 and 4 at Willow Fork Park in the amount of p\$20,854.00, and repair of sinkholes in Area 5 at Willow Fork Park. Ms. Mouton stated the surfaces at Exploration Park are being disinfected and testing of the soil and hard surfaces have been completed and the results are good.

Discussion ensued regarding the Willow Fork of Buffalo Bayou and the Diversion Channel. Director Ward stated Fort Bend County maintains the Willow Fork, and the District maintains the Diversion Channel. In response to a question from Mr. Price, Mr. Robinson stated the District has requested Fort Bend County to desilt and maintain the Willow Fork, but the County does not have the funds to maintain its channels to the level the District maintains its channels. He stated the Willow Fork may be on the Governor's list of mitigation projects eligible for funding which should allow the County to desilt the channel.

Mr. Schroeder reviewed proposals for Phases 1 and 2 for rehabilitating the Diversion Channel south of the Fry Road Bridge in the amounts of \$24,000.00 and \$194,251.50, respectively.

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

REPORT FROM TBG PARTNERS

Mr. Hewitt updated the Board regarding Section 1 of Phase 3 of the trail system and recommended approval of Pay Estimate No. 3 in the amount of \$59,548.50, payable to D. L. Meacham.

Mr. Hewitt updated the Board regarding the Pedestrian Bridge and recommended approval of Pay Estimate No. 1 in the amount of \$14,400.00, payable to Division III Constructors.

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

ENGINEERING REPORT

Mr. Hewitt stated Mr. Wempe had no new information to report.

REPORT FROM PARKS DIRECTOR

The Board did not receive a report.

PARKS COMMITTEE RECOMMENDATIONS

There were no Parks Committee recommendations.

CURRENT EVENTS

Director Robinson discussed current events concerning the Federal funding for mitigation projects. He stated he received his required Public Funds Investment Act training and presented his certificate to Ms. Hopper for the District's permanent records.

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

The Board concurred to have the next parks meeting on November 22, 2017, at the regular time at the offices of AECOM.

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



Asst. 
Secretary, Board of Directors