

MINUTES  
WILLOW FORK DRAINAGE DISTRICT

June 24, 2015

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in special session, open to the public, on June 24, 2015, at the Willow Fork Country Club, 21055 Westheimer Parkway, Katy, Texas, inside the boundaries of the District, and the roll was called of the members of the Board:

Richard Ward	President
April Renberg	Vice President
Joe Robinson	Secretary
Dan Smith	Assistant Vice President
John Poulter	Assistant Secretary

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

Also present at the meeting were Mike Price and Tim Schauer, residents of the District; Yvonne Arceneaux, Parks Director; Dray Holeman, Assistant Parks Director; Fran Matuska of F. Matuska, Inc.; Bob Wempe of AECOM; Matt Klein of TBG Partners ("TBG"); Lou Triche, Shay Walker, and Joe Mattingly of Champions Hydro-Lawn, Inc. ("Champions"); and Stephen M. Robinson and Patti Porter Hopper of Allen Boone Humphries Robinson LLP.

MINUTES

The Board first reviewed the minutes of the May 27, 2015, Board meeting. After review and discussion, Director Poulter moved to approve the minutes. Director Smith seconded the motion, which carried unanimously.

COMMENTS FROM DISTRICT RESIDENTS

There were no comments from District residents.

SECURITY SERVICES

Director Poulter stated the event specific security contract has been executed. Director Renberg reported a resident notified her that teenagers were playing the chimes at Exploration Park after dark. The Board concurred to add additional signage with the Sheriff Department's phone number for citizens to report incidents.

## 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 Robinson moved to approve the bookkeeper's report and payment of the bills. Director Poulter seconded the motion, which passed by unanimous vote.

## REPORT FROM CHAMPIONS HYDRO-LAWN

Mr. Mattingly discussed maintenance of Central Green and Falcon Landing Trail. The Board discussed additional signs at Central Green requesting visitors to stay out of the flower beds and off the butterfly. The Board asked Mr. Mattingly to order additional signs.

## REPORT FROM TBG PARTNERS

Mr. Klein reviewed the landscape architect's report, a copy of which is attached.

Mr. Klein updated the Board regarding Willow Fork Park and stated the contractor has mobilized.

Mr. Klein updated the Board regarding Exploration Park and reviewed and recommended approval of Pay Estimate No. 12 in the amount of \$131,356.08, payable to DL Meacham.

Mr. Klein updated the Board regarding design of the access road and parking for Exploration Park and stated TBG and ABHR are coordinating agreements with Fort Bend County.

Mr. Klein updated the Board regarding the pedestrian bridges at Cinco Ranch High School and stated the final pay estimate is being held pending the final walk.

Mr. Klein updated the Board regarding preparation of the third parks bond application.

Mr. Klein updated the Board regarding the pilot park and trail signage and reviewed and recommended approval of Pay Estimate No. 2 in the amount of \$12,425.20, payable to ProWorx, Inc.

Director Smith then moved to approve the report, and based on Mr. Klein's recommendation, approve the pay estimates. Director Poulter seconded the motion, which carried unanimously.

## ENGINEERING REPORT

Mr. Wempe updated the Board regarding engineering matters. A copy of the engineer's report is attached.

Mr. Wempe updated the Board regarding Willow Fork Park and reviewed and recommended approval of Pay Estimate No. 1 in the amount of \$194,006.61 and a three-day time extension.

Mr. Wempe updated the Board regarding the Willow Fork Park Access Road and stated the contracts have been sent to the contractor for execution.

Director Smith then moved to approve the engineer's report, the pay estimate, and the time extension.

## REPORT FROM PARKS DIRECTOR

Ms. Arceneaux updated the Board regarding Central Green matters, including a calendar of upcoming events and the budget. She also presented contracts for School of Rock, Houston Family Magazine, Tai Chi, and NFL Play 60. After review and discussion, Director Renberg moved to approve the report and the event contracts, subject to attorney review. Director Poulter seconded the motion, which carried unanimously.

## PARKS COMMITTEE RECOMMENDATIONS

Mr. Schauer entered the meeting and introduced himself to the Board. He thanked the Board for Exploration Park. He stated the park is a huge success and requested the Board to consider adding restrooms to the park. The Board requested Mr. Klein to prepare an estimate of costs for restrooms.

## NEW PROJECTS

No new projects were presented for consideration.

## CURRENT EVENTS

Director Robinson updated the Board regarding the Legislative Session, Environmental Protection agency matters, and a new Presidential Executive Order regarding building standards.

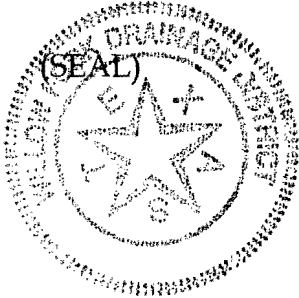
## LEASES, EASEMENTS, AND OTHER REAL ESTATE MATTERS

There was no discussion on this item.

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



Secretary, Board of Directors



LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Bookkeeper's report.....	2
Landscape architect's report.....	2