

MINUTES
WILLOW FORK DRAINAGE DISTRICT
PARK MATTERS

October 26, 2016

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in special session, open to the public, on October 26, 2016, 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
John Poulter	Secretary
Dan Smith	Assistant Vice President
Joe Robinson	Assistant Secretary

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

Also present at the meeting were Anna Agnew, Robert Stowe, Neil Stillman, Mike Price, and Ken Braden, residents of the District; Yvonne Arceneaux, Parks Director; Andrew and Matthew Dunn of On-site Protection LLC; Dray Holeman, Assistant to Ms. Arceneaux; Fran Matuska of F. Matuska, Inc.; Matt Klein of TBG Partners ("TBG"); Bob Wempe of AECOM; Lou Triche, Dawn Mouton, and Jerry Schroeder of Champions Hydro-Lawn, Inc. ("Champions"); and Annette F. Stephens and Jordan Hayes 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 Renberg seconded the motion, which carried unanimously.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

SECURITY SERVICES

Mr. Andrew Dunn reviewed a security report. He stated he will provide a capacity assessment at next week's meeting. Director Poulter then moved to approve the report and security payments. Director Smith seconded the motion, which carried unanimously.

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, payment of the bills, and adoption of the budget. Director Smith seconded the motion, which passed by unanimous vote.

CHAMPIONS MAINTENANCE REPORT

Mr. Schroeder reviewed the maintenance report, a copy of which is attached.

In response to a question from the Board, Mr. Schroeder stated he will look into pressure washing and oil staining the Central Green stage.

Mr. Shroeder stated an oak tree in Central Green is losing its leaves. He stated Champions will have a tree preservation company look at the oak tree.

Discussion ensued regarding alligators in the area. The Board requested Champions will look into placing more warning signs around the parking lot.

PARK MANAGER REPORT

Ms. Mouton discussed parks management issues. Director Renberg requested that Ms. Mouton's number be added to the park website. Director Smith then moved to approve the report. Director Renberg seconded the motion, which carried unanimously.

REPORT FROM TBG PARTNERS

Mr. Klein reported on landscape architect matters. A copy of the report is attached.

Mr. Klein updated the Board regarding Willow Fork Park and reviewed and recommended approval of Pay Estimate No. 11 in the amount of \$230,827.19, payable to The Millis Group, Inc. He stated Entouch will begin work on relocating an existing line soon, and stated he is waiting on easement documents from Comcast and CenterPoint.

Mr. Klein updated the Board on the status of the construction contracts with D. L. Meacham for the toddler playground at Exploration Park.

Mr. Klein updated the Board on matters concerning Phase 3 Trails. Discussion ensued regarding the type of grass used on the channel slopes to prevent erosion. Director Renberg requested that a trailer be removed from the area.

Director Renberg then moved to approve the report, the pay estimate for Willow Fork Park, and the action items. Director Smith seconded the motion, which carried unanimously.

ENGINEERING REPORT

Mr. Wempe reported on engineering matters. He stated Central Green is experiencing electrical issues. He stated he will forward information regarding the problem to Champions, so that they can bid the needed electrical work.

REPORT FROM PARKS DIRECTOR

Ms. Arceneaux presented a year-end report for Central Green.

PARKS COMMITTEE RECOMMENDATIONS

There were no additional recommendations.

CURRENT EVENTS

Director Robinson discussed current events.

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 30, 2016, at the regular time.

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


Secretary, Board of Directors

(SEAL)



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