

MINUTES
WILLOW FORK DRAINAGE DISTRICT

January 22, 2014

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in special session, open to the public, on January 22, 2014, 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, thus constituting a quorum.

Also present at the meeting were Eric Webb, District resident; Robert Serrett of the Falcon Ranch HOA; Yvonne Arceneaux, Parks Director; Fran Matuska of F. Matuska, Inc.; Matt Klein of TBG Partners ("TBG"); Lou Triche and Dennis Tiff of Champions Hydro-Lawn, Inc. ("Champions"); Robert Wempe of AECOM Technical Services, Inc. ("AECOM"); and Annette F. Stephens and Patti Porter Hopper of Allen Boone Humphries Robinson LLP.

MINUTES

The Board first reviewed the minutes of the December 18, 2013, Board meeting. After review and discussion, Director Poulter moved to approve the minutes. Director Renberg seconded the motion, which carried unanimously.

REPORT FROM PARKS DIRECTOR

Ms. Arceneaux updated the Board regarding Central Green matters, including a calendar of upcoming events, the budget, and a to-do list. She stated La Centerra has requested a link to their site be added to the District's website. She requested authorization to join the Katy Business Association for a cost of \$125.00 annually. Ms. Arceneaux stated La Centerra may allow her to office next to Francesca's and is waiting on approval from Woody Man. Ms. Arceneaux requested authorization to host the Central Green Birthday Party during the Memorial Day weekend. The Board concurred to join the Katy Business Association and to consider the best date for the Central Green Birthday Party.

COMMENTS FROM DISTRICT RESIDENTS

Mr. Serrett updated the Board regarding a meeting with the Katy Independent School District School Board and reviewed pictures of children crossing the gabion to get across the ditch. The discussed participation in a bridge project and holding a meeting of all parties to determine the funds available for such a project. The Board concurred to discuss this matter in detail at the next Parks Committee meeting. Mr. Serrett stated the residents along the trail would like to plant trees. The Board requested the residents submit their request in writing.

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. Tiff reviewed pictures of Central Green.

Mr. Tiff requested authorization to re-stake a tree on the Falcon Landing Trail, repair and bury the irrigation lines, and add additional mulch for a cost of \$500.00. Director Poulter moved to approve the report and the repairs. Director Renberg seconded the motion, which carried unanimously.

REPORT FROM TBG PARTNERS

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

Mr. Klein reviewed the Master Parks Plan and the items completed in the first bond issue and items proposed in the second and subsequent bond issues. Mr. Klein then reviewed the plans for the 32-acre park.

Mr. Klein reviewed the bid tabulation for the tree location for the 32-acre park access road and stated the low bid was received from Environmental Design in the amount of \$154,952.00 and recommended award of the contract to same.

Mr. Klein updated the Board on the relocation of the Cinco Ranch High discus practice area relocation and presented and recommended approval of Pay Estimate No. 1 in the amount of \$15,537.60, payable to Stewart Builders.

Mr. Klein updated the Board regarding the design of Exploration Park and stated a meeting with neighboring residents is scheduled for January 29.

Mr. Klein updated the Board regarding the design of the Exploration Park access road and stated no action was necessary.

Mr. Klein updated the Board regarding the replacement of the decomposed granite at Central Green and reviewed and recommended approval of Pay Estimate No. 3 in the amount of \$5,790.00 and Pay Estimate No. 4 and Final in the amount of \$5,940.00, payable to Tribble & Stevens, and Change Order No. 2 in the amount of \$6,434.00.

Mr. Klein next updated the Board regarding the butterfly sculpture and stated no action was necessary.

Mr. Klein next updated the Board regarding installation of the kiosk and stated no action was necessary.

Mr. Klein next reviewed a proposal from Tribble & Stevens for the Central Green Lighting for a cost of \$24,975.00.

Mr. Klein then reviewed a proposal for moisture control in the electrical closet at Central Green and stated Tribble & Stevens submitted a proposal for \$9,890.00.

Mr. Klein stated a quote was received from ICS for installation of security cameras at Central Green for a cost of \$14,850.82.

Mr. Klein reviewed proposals for graphics and signage for the 32-acre park and trails in the amount of \$27,900.00 and \$18,000.00.

After review and discussion, Director Smith moved, based on Mr. Klein's recommendation, to approve award of the tree relocation project for the 32-acre park access road; approve Pay Estimate No. 1 for the discus cage relocation; approve Pay Estimate Nos. 3 and 4 and Final and Change Order No. 1 for the decomposed granite project at Central Green; approve the proposal for Central Green lighting; and approve the proposals for the 32-acre park and trails graphics and signage. Director Renberg seconded the motion, which carried unanimously.

REPORT FROM AECOM

Mr. Wempe reviewed with the Board the traffic impact analysis for the 32-acre park and stated County comments have been received and are being addressed.

Mr. Wempe updated the Board regarding park bond application no. 2.

REPORT REGARDING PUBLIC RELATIONS MATTERS

The Board did not receive a report.

AMENDED RESOLUTION CLARIFYING BOARD POLICY REGARDING PARKS COMMITTEE

Ms. Stephens next reviewed an Amended Resolution Clarifying Board Policy Regarding Parks Committee. After review and discussion, Director Renberg moved to adopt the Amended Resolution Clarifying Board Policy Regarding Parks Committee. Director Smith seconded the motion, which carried unanimously.

PUBLIC PARTICIPATION MATERS

The Board discussed future projects and public participation.

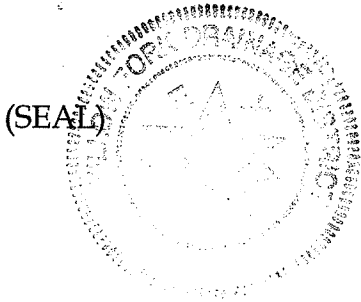
NEW PROJECTS

No new projects were presented for consideration.

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

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