

WILLOW FORK DRAINAGE DISTRICT
PARK MATTERS

June 28, 2017

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in special session, open to the public, on June 28, 2017, 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
Dan Smith	Vice President
John Poulter	Secretary
Wendy Duncan	Assistant Vice President
Joe Robinson	Assistant Secretary

and all of the above were present except Directors Smith and Poulter, thus constituting a quorum.

Also present at the meeting were Ken Braden, Robert Stowe, and Gregg Nady, residents of the District; Fran Matuska of F. Matuska, Inc.; Yvonne Arceneaux, Parks Director; Andrew and Matthew Dunn of On-site Protection LLC ("On-site"); Dray Holeman, Assistant to Ms. Arceneaux; Bob Wempe of AECOM; Matt Klein of TBG Partners ("TBG"); Dawn Mouton of Champions Hydro-Lawn, Inc. ("Champions"); and Annette Stephens and Patti Hopper of Allen Boone Humphries Robinson LLP.

Director Ward updated the attendees regarding the Association of Water Board Directors conference in Corpus Christi.

MINUTES

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

COMMENTS FROM THE PUBLIC

Mr. Stowe asked if the drainage study had been released. The Board confirmed it had not been released. Mr. Braden thanked the Board for the trail construction.

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. He reported the gate arm at Willow Fork Park has been repaired and the new light has been installed.

Mr. Andrew Dunn reported to the Board the additional camera at Exploration Park will be operational as soon as CenterPoint installs the meter.

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 Duncan seconded the motion, which passed by unanimous vote. Discussion ensued regarding the District's website and updates. The Board concurred to discuss this matter in detail at the next drainage meeting.

CHAMPIONS MAINTENANCE REPORT

Ms. Mouton reviewed the maintenance report, a copy of which is attached. In response to a question from Director Ward, Ms. Mouton stated the fence modifications at Exploration Park have been completed.

PARK MANAGER REPORT

Ms. Mouton had nothing additional to report.

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 stated he had no items for approval. He updated the Board regarding the Harris-Fort Bend Counties Municipal Utility District No. 5 plantings. Ms. Stephens stated she is working with their attorney to reach an agreement regarding scope and access. Mr. Klein recommended approval of the invoice for the bridge sign in the amount of \$12,000.00.

Mr. Klein updated the Board regarding Section 1 of Phase 3 of the trail system and stated work has started.

Mr. Klein updated the Board on the status of the toddler playground at Exploration Park and recommended approval of Pay Estimate No. 6 in the amount of \$17,958.52, payable to D. L. Meacham.

Mr. Klein updated the Board regarding the pedestrian bridge.

After review and discussion, Director Robinson moved to approve the report, approve Pay Estimate No. 6 for the toddler playground at Exploration Park, and the sign invoice. Director Duncan seconded the motion, which carried unanimously.

ENGINEERING REPORT

Mr. Klein updated the Board regarding the water quality project. He stated he is working with the contractor to lower the slopes and move the trails.

REPORT FROM PARKS DIRECTOR

Ms. Arceneaux reported on Central Green matters. She updated the Board regarding upcoming events. Ms. Arceneaux updated the Board regarding the talent show.

PARKS COMMITTEE RECOMMENDATIONS

There were no additional recommendations. Director Ward requested the Parks Committee to consider staffing for the parks since there are now three open parks.

CURRENT EVENTS

Director Robinson discussed current events concerning the Association of Water Board Directors conference, the Texas Legislature, the EPA, and rollback taxes.

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

The Board concurred to have the next parks meeting on July 26, 2017, at the regular time.

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

(SEAL)




Secretary, Board of Directors

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