

WILLOW FORK DRAINAGE DISTRICT  
PARK MATTERS

April 26, 2017

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in special session, open to the public, on April 26, 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
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 Beth Donaldson, Robert Stowe, Wendy Duncan, and Jeannie Z, residents of the District; Fran Matuska of F. Matuska, Inc.; Yvonne Arceneaux, Parks Director; 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"); Lou Triche, Dawn Mouton, and Jerry Schroeder of Champions Hydro-Lawn, Inc. ("Champions"); and Stephen M. Robinson and Patti Hopper of Allen Boone Humphries Robinson LLP.

Director Ward made a motion to recognize Director Renberg on her birthday. Director Poulter seconded the motion, and the Board voted unanimously to approve.

#### 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

Mr. Donaldson requested the Board to consider planting wildflowers on VA10. Director Ward reviewed a report from Champions regarding wildflower planting and routine mowing. The Board stated they would place an item on a future agenda to consider.

Director Ward reviewed a request from a District resident to add small pavers next to the back gate at Willow Fork Park to allow joggers access after rains. The Board requested Mr. Klein to look into this matter.

## SECURITY SERVICES

Mr. Dunn reported on security matters, including car burglaries at Willow Fork Park, Exploration Park, and crime in the general vicinity.

Director Poulter moved to approve the report and payment of the security invoice. 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 and payment of the bills. Director Renberg 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 before and after pictures of the plantings at Exploration Park and Central Green.

## PARK MANAGER REPORT

Ms. Mouton discussed a comment she received regarding overgrown weeds along fence lines. Mr. Schroeder stated Champions mows up to six inches of the fence line every other month.

## 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.

Mr. Klein updated the Board regarding Section 1 of Phase 3 of the trail system and presented a contract for execution.

Mr. Klein discussed the estimated costs for screening Harris-Fort Bend Counties Municipal Utility District No. 5's (HFC5) wastewater treatment plant. Discussion ensued regarding ongoing maintenance. The Board requested Mr. Wempe and Mr. Klein to notify HFC5 the District will install the screening but HFC5 will need to maintain it.

Mr. Klein updated the Board on the status of the toddler playground at Exploration Park and recommended approval of Pay Estimate No. 4 in the amount of \$89,057.06, payable to D. L. Meacham.

After review and discussion, Director Smith moved to approve the report and approve Pay Estimate No. 4 for the toddler playground at Exploration Park. Director Renberg seconded the motion, which carried unanimously.

ENGINEERING REPORT

Mr. Wempe reported on engineering matters.

REPORT FROM PARKS DIRECTOR

Ms. Arceneaux reported on Central Green matters. She updated the Board regarding upcoming events and requested approval of contracts. Ms. Arceneaux stated La Centerra requested the Board to consider installing an ATM machine. The Board concurred the District could not install an ATM machine. Director Renberg reviewed a report from Mr. Stillman. Director Renberg then moved to approve the contracts and budget. Director Smith seconded the motion, which passed by unanimous vote.

PARKS COMMITTEE RECOMMENDATIONS

There were no additional recommendations.

CURRENT EVENTS

Director Robinson discussed current events concerning the Association of Water Board Directors Spring meeting, flooding, the Texas Legislature, 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 May 24, 2017, at the regular time.

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

(SEAL)



  
Secretary, Board of Directors