

WILLOW FORK DRAINAGE DISTRICT
PARK MATTERS

March 28, 2018

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on March 28, 2018, at the regular meeting place, 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, thus constituting a quorum.

Also present at the meeting were Gregg Nady, John Bauwstrows, Bill Rischan, Jack Moller, and Ken Braden, residents of the District; Neil Stillman, Friends of the Park; Bob Wempe of AECOM; Fran Matuska of F. Matuska, Inc.; Yvonne Arceneaux and Dray Holeman; Andrew, and Matthew Dunn, and Josh Lugo of On-site Protection LLC ("On-site"); Matt Klein and Sean Hewitt of TBG Partners ("TBG"); Jerry Schroeder and Dawn Mouton of Champions Hydro-Lawn, Inc. ("Champions"); and Annette F. Stephens and Patti Hopper of Allen Boone Humphries Robinson LLP.

APPROVAL OF MINUTES

The Board considered approving the minutes of the previous parks meeting. After discussion, Director Poulter moved to approve the minutes. Director Smith seconded the motion, which passed by unanimous vote.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

FRIENDS OF THE PARK

Mr. Stillman updated the Board regarding upcoming events.

HAWK SIGNAL FOR TRAIL CROSSING ON FALCON LANDING

Mr. Bauwstrows requested financial assistance for a Hawk signal on one of the District's trails at Falcon Landing. He stated the total estimated cost is \$150,000. He stated Fort Bend County has agreed to take over maintenance after completion. Mr.

Bauwstrous stated Fort Bend County Municipal Utility District No. 124 has committed \$50,000 to the project and requested the District to contribute the remaining \$150,000 needed. He stated if Katy Independent School District or Fort Bend County contribute funds, the District will be refunded those amounts. The Board requested TBG to determine how this fits into the District's trail system and determine if the location is in the District. The Board also requested the Parks Committee to review the request and make a recommendation to the Board.

CINCO RANCH HIGH SCHOOL BIOLOGY CLUB PROJECT

Ms. Stephens stated Lake Management concurred with the Biology Club's recommendation, and the Parks Committee recommends authorizing Champions to purchase the alum and invite the Biology Club to watch the application.

SECURITY SERVICES

Mr. Matthew Dunn reported on security matters, including contacts with off-duty Sheriff's deputies.

BOOKKEEPER'S REPORT

Ms. Matuska reviewed the bookkeeper's report, a copy of which is attached, including the checks presented for payment. Ms. Matuska requested a rate increase for additional park work being performed by her office. After review and discussion, Director Poulter moved to approve the bookkeeper's report and payment of the bills. Director Duncan seconded the motion, which passed by unanimous vote.

ANNUAL CONTINUING DISCLOSURE REPORT

The Board reviewed the District's Annual Continuing Disclosure Report for the fiscal year ended September 30, 2017. After review and discussion, Director Poulter moved to approve the report and authorize filing with all required entities, subject to ABHR's final approval of Exhibit C.

CHAMPIONS MAINTENANCE REPORT

Ms. Mouton reviewed the maintenance report, a copy of which is attached, and updated the Board regarding the status of facilities and ongoing maintenance and repairs.

REPORT FROM TBG PARTNERS

The Board did not receive a report on park matters. Discussion ensued regarding the trail connections at locations owned by the Cinco Ranch Property Owners Association (the "Association"). The Board requested Ms. Stephens to send a letter to the Association notifying them the District plans to proceed with construction of its trail

systems, and if the necessary authorization is not received from the Association to construct the trail connections on their property prior to commencement of construction, those sections will not be constructed by the District.

ENGINEERING REPORT

Mr. Wempe updated the Board regarding engineering matters, including the proposed midblock crossings for the trails. He stated will bring cost estimates to the next meeting.

Mr. Wempe stated bids were taken for hauling off the silt removed from the Diversion Channel, and Texan Dirt appears to be the low bidder with a bid of \$982,000. He stated he would bring the bid tabulation to the next meeting for formal award of the contract.

Mr. Wempe updated the Board regarding the meeting with the U. S. Army Corps of Engineers. He stated the Corps indicated they would assist in expediting the permit for the removal of the silt.

HURRICANE HARVEY MATTERS

Messrs. Wempe and Schroeder updated the Board regarding the status of the FEMA claim for assistance and the repairs to facilities. Mr. Wempe stated he continues work with the Corps of Engineers regarding access to Corps property on the east side of Mason Road. Ms. Stephens stated the U. S. Department of Justice has served the District with a subpoena to provide documents and participate in depositions regarding claims filed against the Corps. She stated ABHR recommends engagement of an attorney, Fred Junkins, to represent the District in this matter. She stated several other Districts were served as well, and would participate in the costs. After discussion, Director Duncan moved to engage an attorney to represent the District in this matter. Director Smith seconded the motion, which carried unanimously.

Director Duncan reviewed a letter of support and participation for the Corps of Engineers' regional watershed flood risk management study. After discussion, Director Duncan moved to authorize execution of the letter of support. Director Smith seconded the motion, which carried unanimously.

REPORT FROM PARKS DIRECTOR

Ms. Arceneaux updated the Board regarding upcoming events.

PARKS COMMITTEE RECOMMENDATIONS

There were no Parks Committee 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 hold the next meeting on April 25, 2018, at the regular time at the Willow Fork Country Club.

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


Secretary, Board of Directors

(SEAL)



ACTION LIST

1. The Board will hold the next parks meeting on April 25, 2018.
2. Champions will invite the Cinco Ranch High School Biology Club to watch the alum application at the lakes.
3. Ms. Stephens will write a letter to the Cinco Ranch Property Owner Association.

LIST OF ATTACHMENTS TO MINUTES

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