

WILLOW FORK DRAINAGE DISTRICT
PARK MATTERS

January 24, 2018

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met in regular session, open to the public, on January 24, 2018, at the regular meeting place outside 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 Director Poulter, thus constituting a quorum.

Also present at the meeting were Gregg Nady and Tonda Sellers, residents of the District; Neil Stillman, Friends of the Park; Bob Wempe of AECOM; Rich Rankin of Inframark Water & Infrastructure Services; Fran Matuska of F. Matuska, Inc.; Yvonne Arceneaux and Dray Holeman; Andrew and Matthew Dunn of On-site Protection LLC ("On-site"); Matt Klein of TBG Partners ("TBG"); Lou Triche, Shea Walker, Jerry Schroeder, and Dawn Mouton of Champions Hydro-Lawn, Inc. ("Champions"); and Annette F. Stephens and Patti Hopper of Allen Boone Humphries Robinson LLP.

COMMENTS FROM THE PUBLIC

Ms. Sellers thanked the Board for the parks and trails and encouraged the Board to continue construction of community improvements.

Director Ward stated the Cinco Ranch High School Biology Club has been in contact regarding a presentation to the Board of Directors regarding their study on sediment in the lakes at Willow Fork Park.

SECURITY SERVICES

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

Mr. Andrew Dunn reported on the status of security cameras at Exploration Park. He stated On-site continues to work with CenterPoint to provide power to the camera cross the street from Exploration Park.

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 Smith 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 three bids to haul off the spoils in the Diversion Channel east of Mason Road near the Corps property and stated Champions would like to proceed with the low bid of \$203,140.00. The Board concurred to proceed with this project on an emergency basis and add the project to the FEMA claim. Director Robinson requested that language be added to the contract ensuring the contractor assumes all liability for the quality of the soil. Director Smith moved to approve the report and to proceed with repairs. Director Robinson seconded the motion, which carried unanimously.

Ms. Mouton stated the artificial turf has torn at La Centerra and Champions will proceed with obtaining proposals for repairs.

REPORT FROM TBG PARTNERS

Mr. Klein updated the Board regarding Section 1 of Phase 3 of the trail system and stated he had no items for approval.

Mr. Klein updated the Board regarding the Pedestrian Bridge and reviewed and recommended approval of Pay Estimate No. 1 in the amount of \$14,400.00, payable to Division III Contractors.

Mr. Klein updated the Board regarding the repairs to Litchfield Bridge. He stated the Cinco Ranch Property Owner Association mistakenly made repairs in the amount of \$6,323.70, and would like to be reimbursed. He stated the amount will be deducted from the Meacham repair contract. After discussion, Director Smith moved to approve reimbursement of no more than \$6,323.70. Director Duncan seconded the motion, which carried unanimously.

Mr. Nady discussed trails along T-103. Mr. Klein stated Harris County will not entertain trail construction along that ditch until they are finished with their rehabilitation project. The Board concurred to write a letter of support for the trail project.

After review and discussion, Director Robinson moved to approve the report and pay estimate. Director Duncan seconded the motion, which carried unanimously.

ENGINEERING REPORT

Mr. Wempe updated the Board regarding engineering matters.

HURRICANE HARVEY MATTERS

Mr. Rankin updated the Board regarding the status of the FEMA claim for assistance. Mr. Wempe updated the Board regarding the USDA claim. He stated he met with representatives of USDA, and the representatives indicated they have not received funding from Congress, and the desilting cannot be funded by the USDA. He stated he has requested written confirmation of the USDA's decision.

Mr. Wempe stated he is working with the Corps of Engineers regarding access on Corps property on the side of Mason Road. He stated Richard Long has verbally indicated approval, and his office is still researching Nationwide Permit options for the pitch and haul segment of the cleanup.

REPORT FROM PARKS DIRECTOR

Ms. Arceneaux updated the Board regarding upcoming events. She requested the Board to consider increasing Mr. Holeman's hours to 80 per month (an approximate increase of 15 hours more per month). Director Smith stated the Parks Committee is in favor of the increase, and requested Ms. Stephens to prepare an amendment to his contract.

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 February 28, 2018, at the regular time at the offices of AECOM.

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

(SEAL)



John C. Foulter
Secretary, Board of Directors

ACTION LIST

1. The Board will hold the next parks meeting on February 28, 2018.
2. ABHR will prepare a letter of support for the T-103 trail.
3. ABHR will prepare a contract amendment for Dray Holeman.

LIST OF ATTACHMENTS TO MINUTES

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