

MINUTES
WILLOW FORK DRAINAGE DISTRICT

December 12, 2024

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met by regular session, open to the public, on the 12th day of December 2024, at the offices of LJA Engineering, Inc., 1904 West Grand Parkway North, Suite 100, Katy Texas 77449, outside the boundaries of the District, and the roll was called of the members of the Board:

John Savage	President
Gregg Nady	Vice President
Sarah Hubbell	Secretary
Alexander "Alec" Bray	Assistant Vice President
Joseph S. Robinson	Assistant Secretary

and all the above were present except Director Hubbell, thus constituting a quorum.

Also attending the meeting in person or by teleconference were: Dawn Mouton of Inframark Water & Infrastructure Services ("Inframark"); Kim Cosco of Champions Hydro-Lawn ("Champions"); Craig Kalkomey of LJA Engineering ("LJA"); Cara Sliva of Artesian Financial Services ("Artesian"); Yvonne Arceneaux, District Park Manager; and Katie Carner and Whitney Lington of Allen Boone Humphries Robinson LLP ("ABHR").

COMMENTS FROM DISTRICT RESIDENTS

Director Savage offered any members of the public attending the meeting the opportunity to make public comment.

There being no members of the public wishing to make comments, Director Savage moved to the next agenda item.

APPROVE MINUTES

The Board reviewed the minutes of the November 14, 2024, regular meeting. Following review and discussion, Director Nady moved to approve the minutes, as amended. Director Bray seconded the motion, which passed unanimously.

TRAVEL REIMBURSEMENT GUIDELINES AND DIRECTOR EXPENSES FOR BOARD OF DIRECTORS WINTER CONFERENCE

Ms. Carner reviewed the District's Travel Reimbursement Guidelines (the "Guidelines") and the Board discussed expenses for the upcoming Association of Water

Board Directors winter conference (the "Conference"). Following review and discussion, Director Bray made a motion to authorize up to two nights of lodging at the Conference rate, up to three days' fees of office, and up to six meals for any Director attending the conference, all in accordance with the District's Guidelines. Director Nady seconded the motion, which carried unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Sliva reviewed the bookkeeper's report, a copy of which is attached.

Ms. Sliva reviewed the District's budgets for both parks and drainage for the fiscal year ending September 30, 2025, and reviewed a comparison of actual expenditures against the original budget adopted.

Following review and discussion, and based off of the bookkeeper's recommendation, Director Robinson moved to approve the bookkeeper's report and payment of the bills. Director Bray seconded the motion, which passed unanimously.

LAKE MANAGEMENT AND MAINTENANCE MATTERS, INCLUDING REVIEW PROPOSALS AND AUTHORIZE APPROPRIATE ACTION

The Board discussed a leak at the Willow Fork Park lake.

UPDATE ON FEDERAL EMERGENCY MANAGEMENT AGENCY ("FEMA") CLAIM AND MAINTENANCE OF STORM SEWER LINES

Ms. Mouton reviewed a storm line maintenance report, a copy of which is attached.

Ms. Mouton discussed the FEMA report and updated the Board on the total reimbursements received from FEMA for the Diversion Channel project, a copy of which is attached to the storm line maintenance report. The Board inquired about the timeline for remaining payments.

Following review and discussion, and based on Inframark's recommendation, Director Bray made a motion to approve the storm line maintenance report. Director Robinson seconded the motion, which passed unanimously.

ENGINEER'S REPORT

Mr. Kalkomey reviewed the engineer's report, a copy of which is attached.

Mr. Kalkomey updated the Board on the proposed federal Water Resources Development Act and stated the revised bill requires completion of a study to evaluate potential increased storage of the Addicks and Barker reservoirs.

Mr. Kalkomey updated the Board on inspections of District channels and outfalls. Mr. Kalkomey then presented Task Order No. 18 in the amount of \$116,700.00 for the rehabilitation of Va12 from Gaston Road to Buffalo Bayou. The Board concurred to further discuss Task Order No. 18 at the next Board meeting, pending further review.

Mr. Kalkomey updated the Board on the silt removal and channel repair of channel Va3b and stated LJA is working with AR Turnkee Construction Company, Inc. ("AR Turnkee") to complete punch list items for the project.

Mr. Kalkomey updated the Board on the Va14-20 storm water outfall repairs and the Va14-21W interceptor pipe replacement and stated three outfalls have been replaced. Mr. Kalkomey stated Landmark Construction Co. is scheduling the repair for the Mason Road outfall.

Mr. Kalkomey stated LJA is monitoring federal and state legislation related to flood and infrastructure funding.

Mr. Kalkomey discussed rainfall data collected during the National Oceanic and Atmospheric Administration ("NOAA") Atlas 15 study.

Mr. Kalkomey reviewed information collected by the Technical Mapping Advisory Council.

Following review and discussion, and based off the engineer's recommendation, Director Bray moved to approve the engineer's report. Director Nady seconded the motion, which passed unanimously.

OPERATOR'S REPORT, INCLUDING AUTHORIZING DITCH MAINTENANCE

Mr. Cosco presented a proposal from Champions in the amount of \$1,850.00 for the removal of two solar light poles along Westheimer Parkway. Discussion ensued regarding ownership of the solar lights. The Board requested for LJA to follow up with Fort Bend County regarding the potential relocation of the solar lights.

Mr. Cosco presented a proposal from Champions in the amount of \$2,268.20 for the removal of a tree located adjacent to Camden Downs.

Mr. Cosco reviewed the operator's report, a copy of which is attached, and reviewed the status of the ditches and channels, as well as certain trails.

Mr. Cosco discussed the broken manhole located along Arbor Stream Drive and drainage in the area of the manhole.

The Board discussed the Va3 outfall.

The Board inquired about ownership and maintenance of trails in relation to Harris-Fort Bend Counties Municipal Utility District No. 1 ("HFBC MUD 1"). The Board requested for ABHR to follow up with HFBC MUD 1 regarding maintenance of the ditch adjacent to the District.

Following review and discussion, and based on the operator's recommendation, Director Nady moved to: (1) approve the operator's report; (2) approve the proposal from Champions in the amount of \$2,268.20 for the removal of a tree located adjacent to Camden Downs; and (3) approve the proposal from Champions in the amount of \$1,850.00 for the removal of two solar light poles along Westheimer Parkway, subject to approval from Fort Bend County and to be stored for future use for the Cinco Ranch Boulevard Underpass project. Director Bray seconded the motion, which passed unanimously.

PHASE II SMALL MS4 GENERAL PERMIT AND STORM WATER MANAGEMENT PLAN

Ms. Carner stated a termination letter has been sent to AECOM for the storm water management services they previously provided to the District, on behalf of the District and the Cinco Municipal Utility Districts.

Ms. Carner stated LJA notified her that a draft Storm Water Management Plan will be finalized by next week.

PARK MATTERS

The Board reviewed a contract for Central Green for Samantha Walker.

Following review and discussion, and upon Ms. Arceneaux's recommendation, Director Bray moved to approve the Central Green contract and direct that the contract be filed appropriately and retained in the District's official records. Director Nady seconded the motion, which passed unanimously.

The Board inquired about the painting of bathroom doors located at Central Green.

The Board discussed the benches located at Willow Fork Park.

Ms. Carner updated the Board on the relocation of an AT&T pedestal located within the potential construction area of the Mason Road sidewalk improvements. Ms. Carner stated the utility relocation agreement with AT&T related to the pedestal relocation in the amount of \$3,542.42 is ready for submission.

Ms. Carner updated the Board on the funding agreement with Cinco Residential Property Association for the Cinco Ranch Boulevard Underpass project.

Ms. Carner reviewed a Right of Way Easement Encroachment Agreement ("Encroachment Agreement") between the District and Fort Bend County Drainage District ("FBCDD"), in relation to the Cinco Ranch Boulevard Underpass.

Ms. Carner updated the Board on agreements in relation to Segment X, Y, and Z.

Ms. Carner updated the Board on the railing installation at Central Green.

Ms. Carner updated the Board on the Temporary Construction Easement for Trail Segment Q, Portions of Segments 2 and 3 Easement.

Ms. Carner updated the Board on the land believed to be owned by KB Home, in conjunction with Segment Q.

The Board discussed Segment Q and associated agreements and permits.

Mr. Kalkomey updated the Board on the Cinco Ranch Boulevard Underpass project. Director Nady stated Grand Lakes Municipal Utility District No. 2 and Grand Lakes Municipal Utility District No. 4 have agreed to financially contribute to the Cinco Ranch Boulevard Underpass project.

REVIEW AND UPDATE EMINENT DOMAIN REPORT TO THE TEXAS COMPTROLLER

Ms. Carner reported on filing of the District's Eminent Domain Authority Annual Report with the Comptroller of the State of Texas pursuant to Section 2206.154, Texas Government Code.

REPORTS FROM DIRECTORS AND COMMITTEES REGARDING CORRESPONDENCE AND/OR REPORTS RECEIVED DURING THE MONTH AND EVENTS AND ACTIVITIES ATTENDED DURING THE MONTH

The Board discussed a potential grant opportunity with the Texas Department of Transportation ("TxDOT") for the construction of bike and pedestrian infrastructures.

The Board discussed security cameras at Willow Fork Park.

Director Robinson discussed current events.

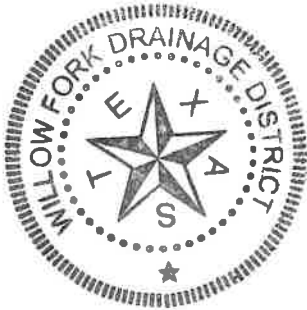
The Board discussed scheduling a joint meeting with Cinco Municipal Utility District No. 12 and concurred to schedule a meeting on January 23rd at 10 a.m.

MEETING MATTERS, INCLUDING SPECIAL MEETINGS, AGENDA ITEMS, AND SCHEDULING

The Board concurred to hold the next drainage meeting on January 9, 2025, at LJA's office located at 1904 West Grand Parkway North, Suite 100, Katy, Texas 77449, and to hold the next parks meeting on December 19, 2024, at the same location mentioned above.

There being no further business to come before the Board, the Board concurred to adjourn the meeting.

(SEAL)




Secretary, Board of Directors

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