

MINUTES
WILLOW FORK DRAINAGE DISTRICT

July 10, 2025

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met by regular session, open to the public, on the 10th day of July 2025, 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, thus constituting a quorum.

Also attending the meeting in person or by teleconference were: Dawn Mouton of Inframark Water & Infrastructure Services ("Inframark"); Cheyenne Evans of Champions Hydro-Lawn ("Champions"); Shanna O'Hara of LJA Engineering ("LJA"); Lisa Rickert and Millie Dunmire of Artesian Financial Services ("Artesian"); Yvonne Arceneaux, District Park Manager; and Katie Carner and Whitney Lington of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENTS

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 June 12, 2025, regular meeting. Following review and discussion, Director Bray moved to approve the minutes, as amended. Director Hubbell seconded the motion, which passed unanimously.

ADOPT RESOLUTION(S) VOTING FOR WATER DISTRICT NOMINEE FOR THE BOARD OF DIRECTORS ELECTIONS FOR FORT BEND CENTRAL APPRAISAL DISTRICT ("FBCAD") AND HARRIS CENTRAL APPRAISAL DISTRICT ("HCAD")

Ms. Carner stated that the District does not have a voting entitlement this year for the HCAD Board of Directors election.

The Board considered adopting a Resolution Voting for Board of Directors Elections for FBCAD. Following review and discussion, the Board concurred to defer action until the next Board meeting.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Rickert reviewed the bookkeeper's report, a copy of which is attached. Ms. Rickert requested approval of check no. 9499 payable to Astound in the amount of \$235.89, not included in the bookkeeper's report.

Ms. Rickert 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 adopted budgets. The Board inquired about the Engineering Fees for the Capital Outlay line item in the drainage budget.

The Board discussed the upcoming winter Association of Water Board Directors ("AWBD") winter conference and reimbursements associated with attendance to the winter AWBD conference. The Board concurred to reimburse eligible hotel expenses for the 2026 winter AWBD conference.

Following review and discussion, and based off of the bookkeeper's recommendation, Director Nady moved to approve the bookkeeper's report and payment of the bills, including check no. 9499. Director Hubbell seconded the motion, which passed unanimously.

CHAMPION'S REPORT, INCLUDING AUTHORIZING DITCH MAINTENANCE

Ms. Evans 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.

Ms. Evans discussed an outfall located along channel Va1c. Ms. Evans stated Champions is monitoring the rust build up on the outfall pipe.

Ms. Evans discussed the weir wall located along channel Va1. Ms. Evans stated Champions is monitoring erosion along the weir wall. The Board then discussed erosion along channel Va1 and potentially including concrete bank apron repairs and two washouts along channel Va1 in the channel Va12 rehabilitation project.

Ms. Evans discussed a rusted outfall pipe located along channel Va9b. The Board requested for Champions to prepare a proposal for repairs to the rusted outfall pipe located along channel Va9b for the next drainage meeting.

Following review and discussion, and based on the operator's recommendation, Director Bray moved to approve the operator's report. Director Hubbell seconded the motion, which passed unanimously.

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

The Board discussed the lake fill system at Willow Fork Park.

The Board reviewed a lake management and maintenance report prepared by Lake Management Services, L.P. ("Lake Management"), a copy of which is attached.

INFRAMARK REPORT

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.

Ms. Mouton reviewed a storm line maintenance report, a copy of which is attached. Ms. Mouton discussed one water quality noncompliance notification and actions taken by Inframark. Discussion ensued.

Ms. Mouton updated the Board on the ownership of manholes and inlets in relation to the proposal Inframark previously presented for the inspection of storm sewer manholes and inlets.

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

ENGINEER'S REPORT

Ms. O'Hara reviewed the engineer's report, a copy of which is attached.

Ms. O'Hara updated the Board on the outfall inspections and rehabilitation plan for the District. The Board inquired about ownership of outfalls located at Mason Road and Buffalo Bayou and maintenance of the channels surrounding the outfalls located at Mason Road and Buffalo Bayou.

Ms. O'Hara stated LJA is preparing an updated exhibit for the maintenance agreement between the District and Grand Lakes Water Control and Improvement

District ("Grand Lakes WCID") to identify property to be maintained by the District and by Grand Lakes WCID, in relation to the Diversion Channel.

Ms. O'Hara updated the Board on the rehabilitation of channel Va12 and stated LJA is finalizing the design and bid package for the project. The Board continued discussion about the potential inclusion of concrete bank apron repairs and two washouts along Va1 in the rehabilitation of channel Va12.

The Board inquired about the execution of the contract for the Cinco Ranch Boulevard Underpass project.

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

PHASE II SMALL MS4 GENERAL PERMIT AND STORM WATER MANAGEMENT PLAN ("SWMP")

There was no discussion on this agenda item.

PARK MATTERS

The Board reviewed an update on District projects provided by TBG Partners.

The Board discussed the potential installation of bollards at Central Green. Discussion ensued regarding District proposals sent for review by LaCenterra and the new owners of LaCenterra, Brixmor Operating Partnership LP.

The Board inquired about the potential installation of an electric message board at Central Green.

Ms. Arceneaux updated the Board on events at Central Green.

REPORT REGARDING LEGISLATIVE MATTERS

Ms. Carner reviewed a report prepared by ABHR regarding legislative matters pertaining to the 89th Regular Session of the Texas Legislature.

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

Directors Hubbell and Bray discussed potential topics for the next newsletter.

The Board discussed alert systems used by surrounding municipal utility districts.

Director Nady updated the Board on TxDOT's installation of 8-foot-wide sidewalk along the south side of Highland Knolls/Bay Hill, on the north side of the bridge piers, and the potential for the District to install a 9-foot-wide sidewalk on the south side of the bridge piers.

Director Nady updated the Board on the sidewalk installation at State Highway 99 ("SH 99") and Buffalo Bayou.

The Board discussed TxDOT's *de minimis* determination for TxDOT's proposed use of the District trail located along SH 99, in relation to the proposed SH 99 frontage road project. The Board requested for a representative from TxDOT to attend the next Board meeting.

The Board discussed drone video footage of Willow Fork Park to be posted to the District's website.

Director Robinson discussed current events.

The Board discussed the upcoming 5K sponsored by the Cinco Ranch High School Band Boosters Club.

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

The Board concurred to hold the next drainage meeting on August 14, 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 July 24, 2025, 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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