

MINUTES
WILLOW FORK DRAINAGE DISTRICT

March 13, 2025

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met by regular session, open to the public, on the 13th day of March 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"); Kim Cosco and Cheyenne Evans of Champions Hydro-Lawn ("Champions"); Craig Kalkomey of LJA Engineering ("LJA"); Lisa Rickert of Artesian Financial Services ("Artesian"); Yvonne Arceneaux, District Park Manager; and Sandra Staine 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 January 23, 2025, special meeting and February 13, 2025, regular meeting. Following review and discussion, Director Nady moved to approve the minutes, as presented. Director Robinson seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Rickert reviewed the bookkeeper's report, a copy of which is attached. Ms. Rickert requested approval of check no. 10303 in the amount of \$4,339.95, payable to LP

Printing, not included in the bookkeeper's report. The Board requested for Artesian to send check no. 10303 by courier for payment to LP Printing.

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.

Ms. Staine reviewed an Annual Report containing updated financial and operating data to be filed in accordance with the continuing disclosure provisions contained in the bond resolutions. She stated that the District is required to file certain financial and operating data with the Municipal Securities Rulemaking Board through the Electronic Municipal Market Access ("EMMA") system in compliance with SEC Rule 15c12-12.

The Board reviewed the District's procedures for continuing disclosure compliance and determined that no changes are required at this time.

Following review and discussion, and based off of the bookkeeper's recommendation, Director Nady moved to: (1) approve the bookkeeper's report and payment of the bills, including check no. 10303; and (2) approve the Annual Report, authorize the attorney to submit the District's updated financial and operating data to EMMA in compliance with the continuing disclosure provisions contained in the bond resolutions and direct that the Report be filed appropriately and retained in the District's official records. Director Hubbell seconded the motion, which passed unanimously.

CHAMPION'S REPORT, INCLUDING AUTHORIZING DITCH MAINTENANCE

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.

The Board discussed erosion concerns around the interceptor located at Sumners Creek Court. The Board requested for Champions to address the erosion concerns of the interceptor located at Sumners Creek Court.

The Board inquired about the Texas Department of Transportation's ("TxDOT")'s request for a temporary construction easement for pipe and material storage related to the SH 99 Frontage Road project.

The Board discussed erosion along the channel by Peek Road. The Board requested for LJA to include erosion repairs for the channel by Peek Road in the next channel rehabilitation project.

The Board discussed graffiti located along Buffalo Bayou and under SH 99. The Board requested for LJA to follow up with Fort Bend County regarding the removal of graffiti.

Ms. Evans updated the Board on the following projects: (i) staining of the stage located at Central Green; (ii) parking lot improvements at Exploration Park; (iii) restroom repairs at Willow Fork Park; (iv) installation of DogiPot pet waste stations; and (v) electrical work at District facilities.

The Board discussed the timers for the lights located at Willow Fork Park. The Board requested for ABHR to review the warranty associated with the installation of the lights at Willow Fork Park.

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

The Board discussed the leaks along the retaining wall of the Willow Fork Park lake. Mr. Kalkomey discussed potential causes for the leaks and repair options for the leaks.

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

There was no discussion on this agenda item.

INFRAMARK REPORT

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

Ms. Mouton stated she will be bringing a proposal to the next Board meeting for the assessment of stormwater inlets in the District.

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.

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

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

Mr. Kalkomey updated the Board on floodplain administration for the District.

Mr. Kalkomey updated the Board on the rehabilitation of Va12 from Gaston Road to Buffalo Bayou.

Mr. Kalkomey updated the Board on the silt removal and channel repair of channel Va3b. Discussion ensued regarding rip rap coverage of the channel slope. The Board requested for LJA to follow up with ABHR regarding contractual obligations of AR Turnkey Construction Company, Inc. for the installation of rip rap coverage meeting the 6-inch guidelines, as specified in the construction contract.

Mr. Kalkomey updated the Board on the Va14-20 storm water outfall repairs and the Va14-21W interceptor pipe replacement and stated a final walk through will be scheduled for next week.

Mr. Kalkomey updated the Board on the resident's concern over excessive ponding of water at Beachwater Drive and Ravens Lake during rain events. Mr. Kalkomey stated LJA is working with Inframark to televisite the storm sewer channel along Peek Road and Grand Harbor Drive to check for debris.

The Board inquired about the Interlocal Agreement between the District and Fort Bend County for the Cinco Ranch Boulevard Underpass project.

The Board inquired about the pedestrian bridge in connection with Segment Q.

Mr. Kalkomey updated the Board on United States Army Corps of Engineers ("USACE") permit associated with Segment X, Y, and Z.

Following review and discussion, and based off the engineer's recommendation, Director Nady 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")

Mr. Kalkomey updated the Board on the Year 6 Report associated with the prior MS4 permit.

PARK MATTERS

The Board reviewed two contracts for Central Green: (i) No Where But Up; and (ii) NRex.

Ms. Arceneaux discussed the Community Impact marketing renewal contract.

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

The Board discussed the land owned by the YMCA, located off Westheimer Parkway and potential development options for the land, in conjunction with Cinco Municipal Utility District No. 12 ("MUD 12"). Ms. Staine reminded the Board that ABHR also represents MUD 12. She presented and reviewed a legal conflicts waiver in connection with the development of the land located off Westheimer Parkway. Discussion ensued. Ms. Staine then presented a letter agreement from Cinco 12 for a \$5,000.00 contribution for the preparation of an estimate of probable costs and concept plan for the land owned by the YMCA, located off Westheimer Parkway. Additional discussion ensued. The Board concurred to defer action on the letter agreement until the next Parks meeting.

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

Director Bray updated the Board on the distribution of flood insurance postcards to residents.

Director Hubbell updated the Board on the newsletter.

Director Nady discussed a proposed City of Katy ("Katy") trails project for a proposed Katy Boardwalk to Town Square hike and bike trail. Director Nady then requested the Board consider submitting a letter of support for the Katy trails project.

Director Nady discussed a potential joint trails project between the District and Harris-Fort Bend Counties Municipal Utility District No. 1 to connect to the Katy Boardwalk. Discussion ensued.

Following review and discussion, Director Nady made a motion to authorize ABHR to prepare a letter of support, on behalf of the District, to Katy regarding the proposed trail project. Director Hubbell seconded the motion, which passed unanimously.

Director Robinson discussed current events.

CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.071, TEXAS GOVERNMENT CODE, TO CONDUCT A PRIVATE CONSULTATION WITH ATTORNEY TO DISCUSS PENDING OR CONTEMPLATED LITIGATION, OR A SETTLEMENT OFFER

At 12:49 p.m., the Board convened in executive session pursuant to Section 551.071, Texas Government Code. Present for the executive session were the members of the Board, Ms. Arceneaux, Ms. Staine and Ms. Lington.

RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTION REGARDING PENDING OR CONTEMPLATED LITIGATION, OR A SETTLEMENT OFFER

At 1:01 p.m., the Board reconvened in open session.

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

The Board concurred to hold the next drainage meeting on April 10, 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 March 27, 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

LIST OF ATTACHMENTS TO MINUTES

	<u>Minutes</u> <u>Page</u>
Bookkeeper's report.....	1
Operator's report	2
Storm line maintenance report	3
Engineer's report.....	3