

MINUTES
WILLOW FORK DRAINAGE DISTRICT
PARK MATTERS

September 25, 2025

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met by regular session, open to the public, on the 25th day of September 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 of the above were present, thus constituting a quorum.

Also attending the meeting were: Lisa Rickert and Millie Dunmire of Artesian Financial Services ("Artesian"); Craig Davis of On-Site Protection LLC ("On-Site"); Neil Stillman of Friends of the Park; Craig Kalkomey of LJA Engineering ("LJA"); Maeve Lyman of TBG Partners ("TBG"); Kim Cosco and Cheyenne Evans of Champions Hydro-Lawn, Inc. ("Champions"); Yvonne Arceneaux, District Park Manager; and Katie Carner and Whitney Lington of Allen Boone Humphries Robinson LLP ("ABHR").

COMMENTS FROM THE PUBLIC

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.

MINUTES

The Board next considered approving the minutes of the August 28, 2025 regular parks meeting. Following review and discussion, Director Bray moved to approve the minutes of August 28, 2025 regular parks meeting, as amended. Director Nady seconded the motion, which passed unanimously.

FRIENDS OF THE PARK

Mr. Stillman reviewed the Friends of Willow Fork Park report, a copy of which is attached.

Mr. Stillman discussed recent and upcoming programs at Willow Fork Park, including the trees of Fort Bend County program.

SECURITY REPORT

Mr. Davis reviewed the security report, a copy of which is attached.

Mr. Davis discussed disruption to the crime feed link provided by the Fort Bend County's Sheriff's Office ("FBCSO"). The Board requested for On-Site and ABHR to follow up with FBCSO regarding access to the crime feed link.

Mr. Davis discussed suspicious activity that occurred on September 16, 2025 at Willow Fork Park.

Mr. Davis discussed an after-hours unauthorized event that occurred on September 6, 2025 at Willow Fork Park. Discussion ensued regarding the motion-activated alarm system at Willow Fork Park. The Board requesting for On-Site to continue monitoring for unauthorized activities at Willow Fork Park.

The Board inquired about the installation of a motion-activated alarm system and security cameras at the barn located at Willow Fork Park.

Following review and discussion, Director Nady moved to approve the security report. Director Savage seconded the motion, which passed unanimously.

TAX ASSESSOR/COLLECTOR'S REPORT

Ms. Rickert presented the County tax collection report, a copy of which is attached.

Following review and discussion, Director Bray moved to approve the tax collection report. Director Hubbell seconded the motion, which passed unanimously.

BOOKKEEPER'S REPORT

Ms. Rickert reviewed the bookkeeper's report for parks and drainage, a copy of which is attached. Ms. Rickert requested approval of check no. 9614 payable to On-Site in the amount of \$3,979.08, not included in the bookkeeper's report. The Board discussed check no. 10356, listed as a drainage expenditure, payable to TBG in the amount of \$300.00 and requested for Artesian to pay the TBG invoice using funds from the parks account.

The Board inquired about purchased water service expenses for Cinco Municipal Utility District No. 10 ("Cinco 10"). Discussion ensued regarding water usage and associated costs on the Cinco 10 invoice. The Board requested for Artesian to follow up with Inframark regarding Cinco 10's invoice for water usage and penalties associated with the invoice and for Inframark to conduct an accuracy check on the Cinco 10 water meter. Discussion ensued regarding payment of purchased water service expenses for Cinco Municipal Utility District No. 7 ("Cinco 7"), Cinco Municipal Utility District No. 8 ("Cinco 8") and Cinco 10. The Board concurred for Artesian to use ADP for payment of purchased water service expenses for Cinco 7, Cinco 8 and Cinco 10.

The Board inquired about the impact of declining interest rates on the District's budget.

Ms. Rickert reviewed the District's planned revenues and expenditures for both parks and drainage for the fiscal year ending September 30, 2025, and reviewed a comparison between actual and planned expenditures.

Ms. Rickert discussed payment of Reliant Energy and Just Energy bills and requested Board approval for Artesian to use ADP to pay the District's Reliant Energy and Just Energy bills. Ms. Rickert stated each payment would be listed in the next bookkeeper's report. Discussion ensued.

Following review and discussion, and based on the bookkeeper's recommendation, Director Robinson moved to: (1) approve the bookkeeper's report and payment of the bills, including check no. 9614; and (2) authorize Artesian to use ADP to pay the following bills: (i) Cinco 7 purchased water service expenses; (ii) Cinco 8 purchased water service expenses; (iii) Cinco 10 purchased water service expenses; (iv) Reliant Energy; and (v) Just Energy. Director Nady seconded the motion, which passed unanimously.

CHAMPIONS MAINTENANCE REPORT

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

Ms. Evans discussed the wooden planters at Central Green. Ms. Evans then presented a proposal from Champions in the amount of \$4,355.00 for the replacement of the wooden planters at Central Green with composite planters, to include new plant material.

Ms. Evans updated the Board on the assessment of the rocks currently within Willow Fork Park for potential relocation.

The Board inquired about the pressure washing of District facilities.

The Board discussed repairs for the pipe railing fence along the entrance to Willow Fork Park. The Board requested for Champions to perform necessary welding repairs for the pipe railing fence along the entrance to Willow Fork Park in an amount not to exceed \$500.00.

Ms. Evans and Mr. Cosco discussed hog activity at Exploration Park and potential options for addressing the hog activity. Ms. Evans then presented a proposal from Champions in the amount of \$480.00 for the installation of hog deterrent devices.

Ms. Evans discussed concrete joint caulking needs at Central Green. Ms. Evans then presented a proposal from Champions in the amount of \$2,080.00 for concrete joint caulking replacement at Central Green. Discussion ensued regarding the installation of backer rods for the concrete joints at Central Green. The Board took no action on the proposal and requested for Champions to follow up on the installation of backer rods for the concrete joints at Central Green.

Ms. Evans discussed mirrors located in the restrooms at Central Green. Ms. Evans then presented a proposal from Champions in the amount of \$1,880.00 for the replacement of four mirrors located in the restrooms at Central Green. The Board concurred to take no action on the proposal.

Ms. Evans discussed a hole located at Willow Fork Park. Ms. Evans then presented a proposal from Champions in the amount of \$320.00 for remediation and ground stabilization of a hole located at Willow Fork Park.

Ms. Evans discussed the electrical lighting at Central Green and needed repairs for the lights at Central Green. Ms. Evans then presented a proposal from Champions in the amount of \$54,428.92 for electrical work at Central Green. Discussion ensued regarding lights located in the grated areas of Central Green. The Board requested for Champions to remove the lights located in the grated areas of Central Green and replace with tree up lights.

Following review and discussion, and based off Champions' recommendation, Director Hubbell moved to: (1) approve Champions' report; (2) authorize Champions to complete welding repairs for the pipe railing fence along the entrance to Willow Fork Park in an amount not to exceed \$500.00; and (3) approve the following proposals from Champions: (i) replacement of the wooden planters at Central Green with composite planters, to include new plant material in the amount of \$4,355.00; (ii) installation of hog deterrent devices at Exploration Park in the amount of \$480.00; (iii) remediation and ground stabilization of a hole located at Willow Fork Park in the amount of \$320.00; and (iv) electrical work at Central Green in the amount of \$54,428.92, as discussed. Director Bray seconded the motion, which passed unanimously.

Ms. Evans updated the Board on the completion status of projects in the District.

Ms. Evans discussed the potential removal of the pump house at Willow Fork Park and needed relocation of certain controllers in connection with the same.

Ms. Evans stated the signs are ready to be posted at Va12 and Gaston Road and requested for the Board to provide the locations for the installation of the signs.

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

There was no discussion on this agenda item.

INFRAMARK REPORT

There was no discussion on this agenda item.

LANDSCAPE ARCHITECT REPORT

Ms. Lyman reviewed the landscape architect's report prepared by TBG, a copy of which is attached.

Ms. Lyman updated the Board on the alligator warning signs and presented a proposal from RS Industrial Arts, LLC ("RS") in the amount of \$18,560.00 for the installation of 8 alligator warning signs at District facilities. Ms. Lyman discussed the mobilization costs included in the proposal. Discussion ensued regarding the number of signs and placement of the signs. The Board requested for TBG to obtain a revised proposal from RS for 3 alligator warning signs to be posted at District facilities.

Ms. Lyman and Ms. Arceneaux updated the Board on the installation of a climate controlled green room and storage room at Central Green. Discussion ensued regarding the request from LaCenterra for a rendering design of the project. The Board requested for TBG to prepare a proposal for a rendering design for the installation of a climate controlled green room and storage room at Central Green. Discussion ensued regarding new management at LaCenterra.

The Board inquired about the potential installation of an electronic sign at Central Green. The Board requested for Ms. Arceneaux to follow up with LaCenterra regarding the potential installation of an electronic sign at Central Green.

Ms. Lyman updated the Board on the potential installation of bollards at Central Green.

Ms. Lyman updated the Board on Segment X, Y and Z.

Ms. Lyman updated the Board on Segment Q, Section 1, for the installation of the trail from Mason Road to Fry Road.

Ms. Lyman and Mr. Kalkomey updated the Board on Segment Q, Section 2, for the installation of the trail east of Fry Road and construction of pedestrian bridge and underpass. Mr. Kalkomey stated TBG and LJA are reviewing comments from Harris County and Harris County Flood Control District ("HCFCD") for the project.

Ms. Lyman updated the Board on the Mason Road sidewalk connection to Segment Q and the Temporary Construction Easements obtained for the project. Ms. Lyman then updated the Board on the timeline for the bidding of the project.

The Board discussed the widening of the trail located along Cinco Ranch Boulevard and Commercial Center Boulevard, by Cinco Ranch High School.

Ms. Lyman updated the Board on the input received from Cinco Municipal Utility District No. 12 ("MUD 12") and the District for potential park development of land owned by the YMCA, located off Westheimer Parkway. Discussion ensued regarding the potential installation of a pavilion and restrooms on the land. Ms. Lyman stated TBG will prepare a functional use diagram for potential park development of the land.

Director Bray updated the Board on the September Communications Committee meeting. Discussion ensued regarding updating the District map and the District master plan to reflect upcoming projects in the District.

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

ENGINEERING REPORT

Ms. Kalkomey reviewed the engineering report, a copy of which is attached.

Mr. Kalkomey updated the Board on the rehabilitation of Va12 from near Gaston Road to Buffalo Bayou. Mr. Kalkomey stated the contract has been executed and LJA is setting up a preconstruction meeting for the project.

Mr. Kalkomey updated the Board on the Fry Road Underpass project and stated LJA is waiting on comments from HCFCD.

Mr. Kalkomey updated the Board on the Cinco Ranch Boulevard Underpass project and stated the contractor received approval from Fort Bend County and the Cinco Residential Property Association to relocate the construction entrance for the project to Twinmont Lane. The Board inquired about slope paving for the project.

Mr. Kalkomey discussed the District's Capital Improvement Plan ("CIP") and stated the drainage CIP has been updated to include improvements to drainage facilities. Mr. Kalkomey discussed clean out options for the Diversion Channel. Discussion ensued

regarding prioritization of the listed projects in the CIP and associated costs. The Board requested for LJA to prepare a summary of cost for the rehabilitation of channels Va3 and Va12.

Mr. Kalkomey updated the Board on the Phase II Small MS4 General Permit renewal and stated LJA has prepared educational materials, as outlined in the permit guidelines. Discussion ensued regarding distribution of the educational materials.

Following review and discussion, and as recommended by the engineer, Director Bray moved to approve engineer's report. Director Robinson seconded the motion, which passed unanimously.

DISCUSS ADDITIONAL TRAIL, PARK, AND SAFETY PROJECTS, INCLUDING TRAIL DETOUR ROUTES

Ms. Carner updated the Board on the potential installation of a sound wall adjacent to Willow Fork Park in connection to the construction of the SH-99 expansion. Ms. Carner stated the Texas Department of Transportation ("TxDOT") determined a sound wall is constructable. Ms. Carner stated TxDOT is preparing Noise Workshop materials to present to Katy Independent School District for approval, in connection to the installation of a sound wall adjacent to Willow Fork Park.

The Board discussed HCFCD mowing and maintenance of channel T-103-00-00.

COMMUNITY COMMUNICATIONS MATTERS AND AUTHORIZE APPROPRIATE ACTION

Directors Hubbell and Bray updated the Board on the upcoming newsletter.

REPORT REGARDING CENTRAL GREEN EVENTS AND PARKS COMMITTEE RECOMMENDATIONS AND APPROVE CONTRACTS FOR EVENTS, AS APPROPRIATE, AND PARK OPERATIONS AND EMPLOYMENT MATTERS

Ms. Arceneaux reviewed a report regarding recent and upcoming Central Green events, a copy of which is attached.

Ms. Arceneaux discussed the upcoming Monster Mash event at Central Green. Ms. Arceneaux requested Board approval to purchase gift cards and prizes for the event. Following review and discussion, Director Hubbell moved to authorize Ms. Arceneaux to spend \$401.00 for the purchase of gift cards and prizes for the Monster Mash event at

Central Green. Director Bray seconded the motion, which passed unanimously.

CURRENT EVENTS

Ms. Evans discussed a report of a resident dropping tree limbs and debris over the fence line onto District property behind High Desert Lane. The Board requested for AHBR to send a letter to the resident regarding the cleanup of the tree limbs and debris.

Director Nady updated the Board on TxDOT's proposed re-installation of a sidewalk along the south side of Highland Knolls/Bay Hill, on the north side of the bridge piers.

Director Robinson discussed current events.

Director Nady updated the Board on September Houston Stronger meeting.

MEETING SCHEDULE, ACTION ITEMS AND ITEMS FOR INCLUSION ON NEXT AGENDA

The Board concurred to hold the next drainage meeting on October 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 October 23, 2025, at the same location mentioned above.

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

(SEAL)



Secretary, Board of Director

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