

MINUTES
WILLOW FORK DRAINAGE DISTRICT

October 9, 2025

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met by regular session, open to the public, on the 9th day of October 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 phone 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 and Millie Dunmire of Artesian Financial Services ("Artesian"); Maeve Lyman of TBG Partners ("TBG"); 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 September 11, 2025, regular meeting. Following review and discussion, Director Bray moved to approve the minutes, as presented. Director Hubbell seconded the motion, which passed unanimously.

CONDUCT PUBLIC HEARING REGARDING DISTRICT'S TAX RATE, ADOPT ORDER LEVYING TAXES, AND AUTHORIZE EXECUTION OF AMENDMENT TO INFORMATION FORM

Ms. Carner reported that notice was properly published of the public hearing to be held at today's meeting regarding the adoption of the District's 2025 tax rate.

The Board opened the public hearing regarding the proposed 2025 tax rate. There being no comments from the public, the Board closed the public hearing.

The Board reviewed an Order Levying Taxes for 2025 levying a debt service tax rate of \$0.048 per \$100 assessed valuation, and \$0.097 per \$100 assessed valuation for maintenance and operations (with \$0.055 designated for drainage and \$0.042 for parks) for a total tax rate of \$0.145 per \$100 assessed valuation.

The Board then reviewed an Amendment to Information Form reflecting the tax rate, and Ms. Carner stated that the Amendment to Information Form will be filed with the Texas Commission on Environmental Quality ("TCEQ") and recorded in the Official Public Records of Fort Bend County and Harris County.

Following review and discussion, Director Hubbell moved to: (1) adopt the Order Levying Taxes, as presented and recommended by the financial advisor; (2) authorize execution of the Amendment to Information Form; and (3) direct that the Order and Amendment to Information Form be filed appropriately and retained in the District's official records. Director Robinson seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Rickert reviewed the bookkeeper's report, including the quarterly investment report, a copy of which is attached.

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.

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. 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.

Mr. Cosco discussed a down fence and overhanging branches from a resident's property along the Va3 channel. The Board requested for ABHR to send a letter to the resident regarding the removal of the encroaching fencing debris and for Champions to monitor the overhanging of the branches.

Mr. Cosco discussed maintenance responsibilities of Harris-Fort Bend Counties Municipal Utility District No. 5 and the District for the Va3c channel.

Mr. Cosco discussed the outfall located at the Va10 channel.

The Board discussed property located on the west side of SH 99 north of Westheimer Parkway commercial plaza. The Board requested for Champions to add this property to the District's maintenance schedule on a quarterly basis.

Ms. Carner updated the Board on letters sent to residents regarding tree debris and unauthorized pool drains. Mr. Kalkomey stated one of the drains located along Peyton Chase Lane is not a pool drain. Discussion ensued regarding potential impact of the drain located on District property. The Board then discussed potential guidelines for non-pool residential drains. The Board requested for LJA to prepare guidelines for residential drains draining onto District property and bring to the next drainage Board meeting.

Ms. Evans presented a proposal from Champions in the amount of \$520.00 for the treatment of tent caterpillars.

Following review and discussion, and based on the operator's recommendation, Director Nady moved to: (1) approve the operator's report; and (2) approve the proposal from Champions in the amount of \$520.00 for the treatment of tent caterpillars. Director Bray seconded the motion, which passed unanimously.

Mr. Cosco updated the Board on hog activity in the District. Ms. Evans then discussed hog activity at Exploration Park and stated Champions is preparing a proposal for the clean up of Exploration Park, in connection to recent hog activity.

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

The Board discussed the pump house at Willow Fork Park.

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 two water quality noncompliance notifications and actions taken by Inframark. Discussion ensued. The Board requested for the Cinco Municipal Utility District No. 1's operator to attend the next drainage Board meeting.

Following review and discussion, and based on Inframark's recommendation, Director Hubbell made a motion to approve the storm line maintenance report. Director Nady 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 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. Mr. Kalkomey discussed FEMA claims associated with the Diversion Channel project and potential reimbursements from the District to Grand Lakes WCID for the Diversion Channel project.

Mr. Kalkomey updated the Board on the rehabilitation of channel Va12. Mr. Kalkomey stated a preconstruction meeting with AR Turnkee Construction Company ("AR Turnkee") is scheduled for October 13, 2025. The Board concurred for Directors Hubbell and Bray to attend the preconstruction meeting with AR Turnkee. Mr. Kalkomey then presented Task Order No. 18 from LJA in the amount of \$158,158.00 for construction phase services and construction materials testing for the rehabilitation of channel Va12.

Mr. Kalkomey updated the Board on the construction of Cinco Ranch Boulevard Underpass and stated Greater Houston Construction ("Greater Houston") has started cutting slope and grades for the project. The Board inquired about the Storm Water Pollution Prevention Plan for the project. The Board requested for LJA to follow up with Greater Houston regarding keeping the construction entrances clean.

Mr. Kalkomey discussed the outfall pipe associated with the Cinco Ranch Boulevard Underpass for the outfall pipe. Mr. Kalkomey then presented three options for Change Order No. 1 submitted by Greater Houston: (i) replacement of one segment of the outfall pipe in the amount of \$39,400.00; (ii) replacement of the outfall pipe through the existing slope paving in the amount of \$92,680.00; and (iii) full replacement of the outfall, including the existing manhole in the amount of \$118,230.00, with an additional \$25,000.00 for landscaping restoration following the manhole replacement. Discussion ensued. The Board concurred to proceed with the replacement of one segment of the outfall pipe in the amount of \$39,400.00, as recommended by LJA, and

determined that Change Order No. 1 is beneficial to the District. Mr. Kalkomey then recommended approval of Pay Estimate No. 1 submitted by Greater Houston in the amount of \$53,347.50.

Mr. Kalkomey reviewed a summary of cost for the rehabilitation of channels Va12 and Va3, in relation to the proposed drainage bond application. Mr. Kalkomey then presented Task Order No. 20 from LJA in the amount of \$45,000.00 for the preparation of the drainage bond application. Discussion ensued regarding the rehabilitation of District channels and prioritization of the repairs. The Board requested for LJA to prepare a revised summary of cost to include the rehabilitation of the following channels: (i) Va12; (ii) Va10; and (iii) Va3b. Discussion ensued regarding funds in the desilting reserve. The Board requested for Artesian to prepare a 5-year cash flow analysis for the District.

Following review and discussion, and based off the engineer's recommendation, Director Bray moved to: (1) approve the engineer's report; (2) approve Task Order No. 18 from LJA in the amount of \$158,158.00 for construction phase services and construction materials testing for the rehabilitation of channel Va12; (3) approve Change Order No. 1 to the contract with Greater Houston to increase the contract in the amount of \$39,400.00 for the replacement of one segment of the outfall pipe in connection with the construction of the Cinco Ranch Boulevard Underpass; and (4) approve Pay Estimate No. 1 submitted by Greater Houston in the amount of \$53,347.50 for the construction of Cinco Ranch Boulevard Underpass. Director Nady seconded the motion, which passed unanimously.

CONSIDER MATTERS REGARDING ENTERING INTO A CONTRACT FOR
GENERAL AND BOND COUNSEL LEGAL SERVICES AND ADOPT RESOLUTION
REGARDING APPROVAL OF LEGAL SERVICES CONTRACT

The Board considered amending the contract with ABHR to provide general counsel and bond counsel legal services to the District. Ms. Carner presented an amended contract with ABHR to provide general counsel and bond counsel legal services to the District. Ms. Carner discussed the general counsel legal services that ABHR would perform for the District and stated ABHR would continue to bill hourly for these services. Ms. Carner stated that ABHR also would continue to act as bond counsel for the District and the firm would be paid a lump sum fee based on a percentage of the District's bonds, if and when issued. Ms. Carner discussed requirements related to contracts for legal services entered into by governmental entities, including contingent fee contracts for bond counsel legal services by the District. The Board reviewed the public notice that was provided regarding consideration of ABHR's amended contract for today's meeting, pursuant to Section 2254.1036, Texas Government Code. Ms. Carner reviewed a written Resolution Regarding Approval of Legal Services Contract (the "Resolution").

Following review and consideration of matters related thereto, including the matters listed in Section 2254.1036(a)(1), Texas Government Code, Director Hubbell moved to: (1) adopt the Resolution reflecting: (i) approval of the public notice provided pursuant to Section 2254.1036, Texas Government Code; (ii) adoption of the findings and determinations provided in the public notice as the findings and determinations of the Board; (iii) the Board's findings that the contents of the public notice and the timing and manner of the provision of the notice are in full compliance with Subchapter C, Chapter 2254, Texas Government Code; (iv) the Board's finding that ABHR is a well-qualified law firm on the basis of demonstrated competence, qualifications, and experience; and (v) approval of the amended contract with ABHR for general counsel and bond counsel legal services; and (2) direct that the Resolution and the contract be filed appropriately and retained in the District's official records. 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

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

Ms. Lyman updated the Board on the installation of additional alligator warning signage at District facilities and presented a proposal from RS Industrial Arts in the amount of \$5,805.00 for the installation of three alligator warning signs.

Ms. Lyman updated the Board on the installation of a climate controlled green room and storage room at Central Green. Ms. Lyman stated TBG is working to preparing a proposal for the design of a 3D rendering for the green room. Ms. Lyman stated she will provide an update on the project to Cinco Municipal Utility District No. 12 ("Cinco 12") next week. Discussion ensued regarding the as-built plans for Central Green.

Ms. Lyman updated the Board on the installation of bollards at Central Green and stated TBG will present the plans to Cinco 12 for review next week.

Ms. Lyman and Mr. Kalkomey updated the Board on Segment X, Y, and Z and the needed United States Army Corps of Engineers ("USACE") permits for the project.

Ms. Lyman updated the Board on Segment Q, Section 1, installation of the trail from Mason Road to Fry Road. Ms. Lyman stated TBG has resubmitted the plans to the County.

Ms. Lyman updated the Board on the Mason Road sidewalk project and timeline for the bidding of the project. Ms. Lyman stated LJA is working to obtain permits from Fort Bend County.

Ms. Lyman updated the Board on the removal and replacement of portions of the sidewalk located along Va3 trail, in relation to the North Fort Bend Water Authority's ("NFBWA") waterline project. The Board then discussed trucks parking along Westheimer Parkway in connection with the project.

Ms. Lyman discussed potential park development of land owned by the YMCA, located off Westheimer Parkway. Ms. Lyman discussed access points to the property and park development options for the land.

Following review and discussion, and as recommended by the landscape architect, Director Bray moved to: (1) approve the landscape architect's report; and (2) approve the proposal from RS Industrial Arts in the amount of \$5,805.00 for the installation of three alligator warning signs at District facilities. Director Nady seconded the motion, which passed unanimously.

The Board reviewed two contracts for Central Green: (i) Legia Mais Urbana concert; and (ii) Gathered Spirits. The Board inquired about the upcoming Native American Festival. Ms. Arceneaux discussed clothing and artifacts associated with the upcoming Native American Festival. Following review and discussion, and upon Ms. Arceneaux's recommendation, Director Bray moved to: (1) approve the Central Green contracts and direct that the contracts be filed appropriately and retained in the District's official records; and (2) approve the exhibit containing clothing and artifacts for the Native American Festival, as discussed. Director Hubbell seconded the motion, which passed unanimously.

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 next newsletter.

Director Bray updated the Board on the maintenance of the Harris County Flood Control District ("HCFCD") T-103 channel south of Highland Knolls. Director Bray stated he will follow up on the work order he submitted to HCFCD regarding maintenance of the T-103-01-01 channel.

The Board discussed the closure of District trail crossings and crosswalks in relation to the Texas Department of Transportation's ("TxDOT") SH-99 project.

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

Directors Nady and Bray updated the Board on the potential partnership with Harris-Fort Bend Counties Municipal Utility District No. 1 ("HFBC MUD No. 1") for a proposed hike and bike trail along channel Va3e and HFBC MUD No. 1's associated bond election.

Director Robinson discussed current events.

Ms. Carner reported the Association of Water Board Directors ("AWBD") has requested all member districts to appoint a Voting Member Representative to vote in the upcoming AWBD bylaws election. The Board concurred to appoint Director Robinson as the District's Voting Member Representative.

Director Nady discussed an upcoming construction project along channel T-103. The Board requested for ABHR to follow up and inquire about the location for the upcoming construction project along channel T-103.

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

The Board concurred to hold the next drainage meeting on November 13, 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 further business to come before the Board, the Board concurred to adjourn the meeting.


Secretary, Board of Directors

(SEAL)

LIST OF ATTACHMENTS TO MINUTES

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