

MINUTES
WILLOW FORK DRAINAGE DISTRICT

December 11, 2025

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met by regular session, open to the public, on the 11th day of December 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 were: Norris Daniels of Inframark, on behalf of the Cinco Residential Property Association, Inc.; Dawn Mouton of Inframark Water & Infrastructure Services ("Inframark"); 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 November 13, 2025, regular drainage meeting. Following review and discussion, Director Nady moved to approve the minutes, as amended. Director Hubbell 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.

The Board discussed current interest rates for District investments.

Ms. Rickert reviewed the District's planned revenues and expenditures for both drainage and parks for the fiscal year ending September 30, 2026, and reviewed a comparison between actual and planned expenditures. The Board discussed planned park expenditures and potential impact on the District's finances.

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.

TRAVEL REIMBURSEMENT GUIDELINES AND DIRECTOR EXPENSES FOR ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") WINTER CONFERENCE

Ms. Carner reviewed the District's Travel Reimbursement Guidelines (the "Guidelines") and the Board discussed expenses for the upcoming AWBD winter conference (the "Conference"). Following review and discussion, Director Nady made a motion to authorize one night of lodging at the Conference rate, up to two days' fees of office, and reasonable meals for any Director attending the conference, all in accordance with the District's Guidelines. Director Hubbell seconded the motion, which carried unanimously.

ADOPT RESOLUTION VOTING FOR DIRECTOR FOR BOARD OF DIRECTORS ELECTION FOR FORT BEND CENTRAL APPRAISAL DISTRICT ("FBCAD")

The Board considered adopting a Resolution Voting for Board of Directors Election for FBCAD. Ms. Carner stated the District is eligible to cast 6 votes for its preferred nominee. The Board concurred to take no action on this agenda item.

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.

The Board discussed the Va9 outfall and potential repairs for the outfall.

The Board inquired about the sediment build-up at the Water Quality Park. The Board requested for LJA to monitor the sediment build-up.

The Board discussed hog activity in the District. Ms. Evans updated the Board on hog trapping in the District. Discussion ensued regarding ownership of property along Buffalo Bayou, in relation to hog activity. Mr. Daniels discussed hog activity in and around the Cinco Ranch community. Ms. Evans then discussed two fencing options for Exploration Park, in regard to recent hog activity,: (i) installation of an Ameristar 3-rail majestic fence in the amount of \$14,300.00; and (ii) installation of a black vinyl chain link fence in the amount of \$7,150.00. The Board concurred to move forward with the Ameristar 3-rail majestic fence proposal for Exploration Park.

Ms. Evans updated the Board on pending District projects.

Ms. Evans presented a proposal from Champions in the amount of \$500.00 for the installation of a survivor elm tree at each District park.

Ms. Evans discussed the turf located at Central Green and Exploration Park. Ms. Evans then presented the following proposals from Champions: (i) repair of the turf located in Central Green in the amount of \$3,500.00; and (ii) repair of the turf located on the hill area of Exploration Park in the amount of \$7,800.00. The Board inquired about any previous repairs or replacement of the turf located at Central Green and Exploration Park. The Board concurred to defer action on these two proposals.

Ms. Evans discussed sinkholes located in the parking lot at Exploration Park. Ms. Evans stated Champions will work with Inframark to conduct a site visit to assess the sinkholes.

Director Nady discussed an apparent tar spill located on the District trail near Peek Road. The Board requested for Champions to conduct a site visit to assess needed cleaning of the trail.

Following review and discussion, and based on the operator's recommendation, Director Hubbell moved to: (1) approve the operator's report; and (2) approve the following proposals from Champions: (i) installation of an Ameristar 3-rail majestic fence at Exploration Park in the amount of \$14,300.00; and (ii) installation of a survivor elm tree at each District park in the amount of \$500.00. Director Robinson seconded the motion, which passed unanimously.

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

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

The Board discussed the waterfall located at Willow Fork Park.

INFRAMARK REPORT

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 remaining FEMA reimbursements owed to the District. Mr. Kalkomey stated the FEMA Review Board met today to discuss potential changes to the agency. The Board requested for ABHR to send a letter to the District's Senators and Congressman requesting that the remaining FEMA reimbursements be paid to the District, regardless of any changes to the agency.

The Board inquired about a broken manhole located near the Ballard House. The Board requested for Inframark to follow up on the broken manhole.

Following review and discussion, and based on Inframark's recommendation, Director Bray 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 rehabilitation of channel Va12. Mr. Kalkomey discussed groundwater in the project area. Mr. Kalkomey stated LJA is working with AR Turnkee Construction Company ("AR Turnkee") to dry out the area for the installation of the slope paving.

Mr. Kalkomey updated the Board on the construction of Cinco Ranch Boulevard Underpass. Mr. Kalkomey discussed Change Order No. 1, previously approved by the Board, and Change Order No. 2, both submitted by Greater Houston Construction ("Greater Houston") for the project. Mr. Kalkomey requested approval of a revised Change Order No. 1, in lieu of the previously approved Change Order, to reflect the correct location of the project to be in the City of Houston's ETJ. Mr. Kalkomey stated Change Order No. 1 does not change the original contract amount of \$771,697.00. Mr. Kalkomey then requested approval of Change Order No. 2 to the contract with Greater Houston to increase the contract, in the amount of \$39,400.00, to reflect the replacement of the first 20 feet of outfall pipe for the construction of the Cinco Ranch Boulevard Underpass. The Board determined revised Change Order No. 1 and Change Order No. 2 are beneficial to the District.

Mr. Kalkomey updated the Board the Capital Improvement Plan ("CIP"), to include Va3b repairs and rehabilitation of District outfalls. Mr. Kalkomey discussed

partial versus full replacement of outfalls, in connection to the rehabilitation of District outfalls. Discussion ensued. The Board requested for LJA to update the CIP to reflect the cost of partial replacement of District outfalls, where possible, in connection with the rehabilitation of District outfalls.

Mr. Kalkomey reviewed a map reflecting current and planned projects in the District. Ms. Lyman discussed the resubmission of plans to Harris County and the Harris County Flood Control District regarding Segment Q, Section 1, installation of the trail from Mason Road to Fry Road and Segment Q, Section 2, installation of trail east of Fry Road and construction of pedestrian bridge and underpass.

Mr. Kalkomey updated the Board on the Mason Road sidewalk project.

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.

Following review and discussion, and based off the engineer's recommendation, Director Nady moved to: (1) approve the engineer's report; (2) rescind Change Order No. 1 submitted by Greater Houston, previously approved at the October 9, 2025 meeting; (3) approve the revised Change Order No. 1 submitted by Greater Houston reflecting the correct location of the project to be in the City of Houston's ETJ for the construction of Cinco Ranch Boulevard Underpass; and (3) approve Change Order No. 2 to the contract with Greater Houston to increase the contract, in the amount of \$39,400.00, to reflect the replacement of the first 20 feet of outfall pipe. Director Bray seconded the motion, which passed unanimously.

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

Mr. Kalkomey presented and reviewed the Year 7 Report associated with the prior MS4 permit.

Following review and discussion, and based on the engineer's recommendation, Director Bray moved to approve the Year 7 Report and direct that the report be filed appropriately and retained in the District's official records. Director Nady seconded the motion, which passed unanimously.

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 stated the signs were installed on December 11, 2025.

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 prepare a proposal for the design of a 3D rendering for the green room.

Ms. Lyman updated the Board on the installation of bollards at Central Green. Ms. Carner stated the project is pending Cinco Municipal Utility District No. 12's ("Cinco 12") approval of the proposal prepared by LJA for structural engineering and design services for the bollards at Central Green.

Ms. Lyman updated the Board on Segment Q, Section 1, installation of the trail from Mason Road to Fry Road. Ms. Lyman stated TBG is working with LJA to resubmit the plans to Harris County. Ms. Lyman requested approval of Pay Estimate No. 1 submitted by A Group Construction ("A Group") in the amount of \$11,362.68 for construction of Segment Q, Section 1. Ms. Carner reminded the Board that this project will be funded from the District's capital project funds.

Ms. Lyman updated the Board on the Mason Road sidewalk project. Ms. Lyman discussed potential bidders for the project and reviewed the timeline for rebidding of the project. Discussion ensued regarding bids and budgeted costs for the project. Ms. Lyman then presented a request from TBG for additional services associated with the Mason Road sidewalk project in the amount of \$3,500.00.

Ms. Lyman updated the Board on the Cinco Ranch High School area sidewalk improvements, as part of the LaCenterra access trails project. Ms. Lyman stated TBG will be conducting a site visit of the area in January.

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. Director Nady updated the Board on the trash can located at Westheimer Parkway and channel Va3.

Ms. Carner updated the Board on the draft term sheet for the potential park development of land owned by the YMCA, located off Westheimer Parkway. Ms. Carner discussed the potential impact of Cinco 12's Strategic Partnership Agreement with the City of Houston on contributions for the project. Discussion ensued regarding ownership and maintenance of the land currently owned by the YMCA, located off Westheimer Parkway. The Board then discussed the potential installation of glass fencing around the proposed pickleball courts for the project. The Board requested for TBG and LJA to review costs for the installation of glass fencing around the proposed pickleball courts for the project.

Ms. Lyman discussed the poor condition of the map of Willow Fork Park located at the entrance of Willow Fork Park. Ms. Lyman stated TBG will prepare a proposal for the replacement of the Willow Fork Park map for the next Board meeting.

Following review and discussion, and as recommended by the landscape architect, Director Nady moved to: (1) approve the landscape architect's report; (2) approve Pay Estimate No. 1 submitted by A Group in the amount of \$11,362.68 for Segment Q, Section 1, installation of the trail from Mason Road to Fry Road; and (3) approve the proposal from TBG for additional services associated with the Mason Road sidewalk project in the amount of \$3,500.00. Director Hubbell seconded the motion, which passed unanimously.

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

Ms. Arceneaux discussed December events at Central Green.

Director Nady discussed the AED box located at Central Green. Discussion ensued regarding access to and locking of the AED box.

Ms. Carner updated the Board on property located on the west side of SH 99 north of the Westheimer Parkway commercial plaza and maintenance of the property.

Director Hubbell discussed a waterline leak located on property owned by Target.

Director Bray updated the Board on Houston Stronger.

Director Nady discussed the Buffalo Bayou Tributary Study.

Director Robinson discussed current events.

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

The Board concurred to hold the next drainage meeting on January 8, 2026, 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 17, 2025, at the same location mentioned above.

CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.074, TEXAS GOVERNMENT CODE, TO DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF A PUBLIC OFFICER OR EMPLOYEE

The Board convened in executive session at 1:18 p.m. pursuant to Section 551.074 of the Texas Government Code to deliberate the duties, appointment, and evaluation of an employee. Ms. Rickert, Ms. Dunmire, Ms. Carner and Ms. Lington were also present.

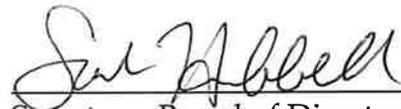
RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTION

The Board reconvened in open session at 1:29 p.m.

Director Nady made a motion to approve increased compensation for staff, as discussed. Director Bray seconded the motion, which passed unanimously.

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




Secretary, Board of Directors

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