

MINUTES
WILLOW FORK DRAINAGE DISTRICT

January 8, 2026

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met by regular session, open to the public, on the 8th day of January 2026, 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: 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"); Jennifer Hanna of Forvis Mazars, LLP ("Forvis"); 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 December 11, 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.

APPROVE AUDIT FOR FISCAL YEAR ENDING SEPTEMBER 30, 2025

Ms. Hanna reviewed a draft audit of the District's financial information for the fiscal year end September 30, 2025.

Following review and discussion Director Robinson moved to: (1) approve the audit and management letter subject to final review and comments; and (2) authorize ABHR to file the audit and filing affidavit with the Texas Commission on Environmental Quality. Director Bray seconded the motion, which passed unanimously.

2026 DIRECTORS ELECTION

Ms. Carner reviewed procedures related to the 2026 Directors Election. She reviewed a Resolution Designating an Agent of the Secretary of the Board of Directors During the 2026 Directors Election Period.

Ms. Carner reported on requirements to post a Notice of Deadline to File Applications for Place on the Ballot ("Notice of Deadlines") for the 2026 Directors Election.

Ms. Carner stated that the District may contract with Fort Bend County (the "County") to conduct the District's 2026 Directors Election.

Following review and discussion, Director Nady moved to: (1) adopt a Resolution Designating an Agent of the Secretary of the Board During the 2026 Directors Election Period appointing Whitney Lington as the agent of the Secretary of the Board of Directors to perform the duties of the District's Directors Election, authorize the agent to post the related notice as required, and direct that the Resolution be filed appropriately and retained in the District's official records; (2) authorize the Secretary's agent to post the Notice of Deadlines as required; and (3) contract with the County to administer the District's election. 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 the District's desilting reserve. The Board concurred for Artesian to open a TexPool account to transfer funds currently in the desilting reserve to a TexPool account.

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 inquired planned expenditures for drainage and parks.

Ms. Rickert and Ms. Dunmire discussed changes to electronic payments made to Inframark.

Ms. Carner reported on the District's compliance activities during the prior calendar year related to bond financings. Ms. Carner stated that no corrective action is required at this time.

In accordance with the District's Investment Policy, the Board considered the annual disclosure statements of the District's Investment Officer and Bookkeeper. Ms. Carner explained that the statements disclose any relationships with entities or individuals who are offering, have offered, or may offer to engage in an investment transaction with the District, and the disclosure statements will be filed with the Texas Ethics Commission and the District.

Following review and discussion, and based off of the bookkeeper's recommendation, Director Robinson moved to: (1) approve the bookkeeper's report and payment of the bills; and (2) accept the disclosure statements as presented and to authorize they be filed appropriately and retained in the District's official records. Director Bray seconded the motion, which passed unanimously.

CHAMPION'S REPORT, INCLUDING AUTHORIZING DITCH MAINTENANCE

Mr. Cosco discussed the status of the ditches and channels, as well as certain trails.

The Board discussed maintenance work being performed by the Harris County Flood Control District ("HCFCD") on the T103-01-01 channel. The Board requested for Champions and LJA to follow up with the HCFCD regarding the maintenance work.

Mr. Cosco discussed personnel updates at Champions.

Ms. Evans updated the Board on the potential installation of an all-inclusive swing at Willow Fork Park.

Ms. Evans discussed the grates located around the trees at Central Green. Ms. Evans then presented a proposal from Champions in the amount of \$1,350.00 for the removal of the grates around the trees at Central Green. Discussion ensued regarding the potential installation of plant material around the trees at Central Green.

Ms. Evans discussed the hose bib connection at Central Green. Ms. Evans then presented a proposal from Champions in the amount of \$455.00 for the assessment of needed repairs for the hose bib connection at Central Green. Discussion ensued regarding needed repairs of the area after the hose bib connection assessment is complete. The Board requested for Champions to follow up regarding the insulation of the area where the hose bib connection is located.

Ms. Evans discussed the lighting located in the flower beds at Central Green and damages to the lighting. Ms. Evans then discussed potentially installing posts and chains around the flower beds. Ms. Evans presented a proposal from Champions with two options for the installation of posts and chains around the flower beds at Central Green: (i) installation of a metal powder coated chain in the amount of \$23,400.00; and (ii) installation of a non-metal double polymer chain in the amount of \$10,530.00. Discussion ensued regarding chain material for the two options. The Board concurred to defer action on this proposal until Directors are able to conduct a site visit to assess current status of lighting located in the flower beds at Central Green.

The Board inquired about the electrical repairs at Central Green.

Ms. Evans presented a proposal from Champions in the amount of \$3,000.00 for the installation of additional boulders along Cinco Park Road, by Exploration Park.

The Board discussed recent vandalism at Exploration Park. The Board concurred to file a formal complaint with Fort Bend County (the "County") and designated Directors Nady and Bray to sign the complaint for submission to the County. The Board requested for ABHR to follow up with On-Site Protection LLC regarding the recent vandalism.

Ms. Evans updated the Board on the installation of backer rods for the concrete joint repairs at Central Green.

Following review and discussion, and based on the operator's recommendation, Director Bray moved to: (1) approve the operator's report; (2) approve the following proposals from Champions: (i) removal of the grates around the trees at Central Green in the amount of \$1,350.00; (ii) assessment of needed repairs for the hose bib connection at Central Green in the amount of \$455.00; and (iii) installation of additional boulders along Cinco Park Road, by Exploration Park in the amount of \$3,000.00; and (3) authorize filing of complaint to the County regarding recent vandalism at Exploration Park. Director Nady seconded the motion, which passed unanimously.

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 discussed one water quality noncompliance notification and actions taken by Inframark. Discussion ensued.

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 stated FEMA completed the closeout review for the Diversion Channel project on November 21, 2025. Ms. Mouton stated the expected closeout amount for the District to receive is \$1,928,085.18.

Following review and discussion, and based on Inframark's recommendation, Director Nady made a motion to approve the storm line maintenance report. Director Hubbell 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 and the installation of the slope paving for the project. Mr. Kalkomey discussed an outfall replacement associated with the project and impact on a surrounding pine tree. Discussion ensued. The Board concurred for AR Turnkee Construction Company to proceed with the outfall replacement, as discussed.

Mr. Kalkomey updated the Board on the construction of Cinco Ranch Boulevard Underpass. Mr. Kalkomey stated the guard rail for the project is expected to be delivered mid-February. The Board discussed the potential installation of a sidewalk at the end of the cul-de-sac located at Hamptonshire Lane to connect to the District trail system. Discussion ensued regarding ownership of the land located at the end of the cul-de-sac. The Board requested for LJA to follow up with the Cinco Ranch Property Association regarding the land located at the end of the cul-de-sac at Hamptonshire Lane.

Mr. Kalkomey updated the Board the Capital Improvement Plan ("CIP"), to include Va3b repairs, rehabilitation of District outfalls and interceptor repairs. The Board inquired about the impact of the North Fort Bend Regional Water Authority waterline project on District outfall and interceptor repairs.

The Board inquired about the installation of markers on the diversion channel.

Mr. Kalkomey discussed a resident's inquiry regarding access to District trails.

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 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

Ms. Carner updated the Board on the installation of bollards at Central Green. Ms. Carner stated the proposal prepared by LJA for structural engineering and design services associated with the installation of bollards at Central Green is being presented to Cinco Municipal Utility District No. 12 (“Cinco 12”) for approval at their next Board meeting.

Mr. Kalkomey updated the Board on Segment Q, Section 1, installation of the trail from Mason Road to Fry Road.

The Board discussed the Cinco Ranch High School area sidewalk improvements, as part of the LaCenterra access trails project and the upcoming site visit scheduled for January 29, 2026.

Ms. Arceneaux discussed upcoming events at Central Green.

Ms. Arceneaux requested Board approval to purchase \$450.00 in gift cards to be used at the 12th Annual Valentine Date Night event at Central Green.

Ms. Arceneaux discussed ideas for the upcoming Birthday Bash for Central Green. Ms. Arceneaux requested Board approval to purchase three catered meals in preparation for the Birthday Bash.

Following review and discussion Director Hubbell moved to: (1) authorize Ms. Arceneaux to purchase \$450.00 in gift cards to be used at the 12th Annual Valentine Date Night event at Central Green; and (2) authorize Ms. Arceneaux to purchase three catered meals in preparation for the Birthday Bash. Director Bray 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 Hubbell updated the Board on the next newsletter.

The Board discussed the distribution of flood insurance postcards to residents. The Board concurred to send the postcards out in April.

Director Bray updated the Board on Houston Stronger and discussed the Houston Stronger membership. Discussion ensued. The Board concurred to continue membership with Houston Stronger for one-year.

Director Robinson discussed current events.

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

The Board concurred to hold the next drainage meeting on February 12, 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 January 29, 2026, 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 1:13 p.m. pursuant to Section 551.074 of the Texas Government Code to deliberate the duties, appointment, and evaluation of an employee. Ms. Evans, Ms. Carner and Ms. Lington were also present.

RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTION

The Board reconvened in open session at 1:21 p.m.

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

(SEAL)



A handwritten signature in cursive script that reads "Sam Hubbell".

Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

	<u>Minutes</u>
	<u>Page</u>
Bookkeeper's report.....	- 2 -
Storm line maintenance report.....	- 5 -
Engineer's report.....	- 5 -