

MINUTES
WILLOW FORK DRAINAGE DISTRICT
PARK MATTERS

February 26, 2026

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met by regular session, open to the public, on the 26th day of February 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 of the above were present except Director Bray, thus constituting a quorum.

Also attending the meeting were: Robert Serrett of Falcon Ranch Homeowners Association; Lisa Rickert and Millie Dunmire of Artesian Financial Services ("Artesian"); Craig Kalkomey of LJA Engineering ("LJA"); Neil Stillman of Friends of the Park; Kim Cosco and Cheyenne Evans of Champions Hydro-Lawn, Inc. ("Champions"); Sergeant Michael Patterson of Fort Bend County Constable's Office ("FBCCO"); Josh Lugo, Alfred Segundo and Julie Garcia of On-Site Protection LLC ("On-Site"); 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.

Mr. Serrett discussed his concerns regarding the use of e-bikes on District trails. Discussion ensued.

There being no additional 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 January 29, 2026 regular parks meeting. Following review and discussion, Director Nady moved to approve the

minutes of January 29, 2026 regular parks meeting, as submitted. Director Hubbell 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 gardening activities and improvements conducted at Willow Fork Park in February.

Mr. Stillman updated the Board on the purple martin birdhouse in Willow Fork Park.

Mr. Stillman discussed upcoming programs for Willow Fork Park.

SECURITY REPORT

Sergeant Patterson reviewed the security report, a copy of which is attached.

The Board discussed graffiti located under Westheimer Boulevard and Cinco Ranch Boulevard. The Board requested for LJA to follow up with Greater Houston Construction Company ("Greater Houston") and request a Change Order to the contract with Greater Houston for the Cinco Ranch Boulevard Underpass, to include the application of graffiti resistant paint.

The Board discussed an e-bike incident that occurred in the District during the month of February.

The Board discussed the Cinco Residential Property Association outlook platforms located along District facilities.

The Board inquired about follow up from an incident that occurred on January 1, 2026, at Willow Fork Park.

Mr. Lugo discussed security cameras at Willow Fork Park and the impact of tree growth on visibility for the security cameras. Mr. Lugo then presented two proposals from On-Site regarding the installation of additional security cameras and video poles: (i) installation of 4 cameras and 2 video poles in the amount of \$30,215.19; and (ii) installation of a third video pole and related security transmissions in the amount of \$6,498.63. The Board inquired about the warranties for the security cameras included in the proposal. Following review and discussion, Director Nady moved to approve the proposal from On-Site in the amount of \$30,215.19 for the installation of 4 cameras and 2 video poles at Willow Fork Park. Director Hubbell seconded the motion, which passed

unanimously. The Board concurred to take no action on the proposal to install a third video pole at Willow Fork Park.

The Board inquired about security cameras at Central Green.

TAX ASSESSOR/COLLECTOR'S REPORT

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

Following review and discussion, Director Hubbell moved to approve the tax collection report. Director Nady 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 reviewed the District's planned revenues and expenditures for both parks and drainage for the fiscal year ending September 30, 2026, and reviewed a comparison between actual and planned expenditures.

Ms. Rickert reviewed the Five-Year Cash Flow Analysis, a copy of which is included in the bookkeeper's report. Discussion ensued regarding the projected increases for maintenance tax collections and planned expenditures.

Following review and discussion, and based on the bookkeeper's recommendation, Director Hubbell moved to approve the bookkeeper's report and payment of the bills. Director Robinson seconded the motion, which passed unanimously.

ADOPT RESOLUTION CONCERNING EXEMPTIONS FROM TAXATION

The Board reviewed a draft Resolution Concerning Exemptions from Taxation granting an \$80,000 exemption for residential homesteads of persons over 65 years in age and/or disabled and rejecting a general residence homestead exemption for the 2026 tax year. The Board discussed optional exemptions.

Following review and discussion Director Robinson moved to adopt a Resolution Concerning Exemptions from Taxation for the 2026 tax year granting an \$80,000 exemption for residential homesteads of persons over 65 years in age and/or disabled and rejecting a general residence homestead exemption and direct that the Resolution be filed appropriately and retained in the District's official records. Director Nady seconded the motion, which passed unanimously.

ADOPT RESOLUTION REGARDING DEVELOPMENT STATUS FOR 2026 TAX YEAR

Ms. Carner discussed the “truth-in-taxation” property tax calculations and tax levy process for water districts and stated that Chapter 49 of the Texas Water Code establishes categories for water districts, based on a district’s development status and/or tax rate. She reviewed the definitions for each of the categories and said the Board must annually determine the District’s category for that tax year and follow the associated notice and levy provisions in the Texas Water Code. Discussion ensued regarding the District’s development status. After fully considering relevant data, information, and statutory definitions, the Board determined that the District is a Developed District for the 2026 tax year.

Following review and discussion, Director Hubbell moved to adopt a Resolution Regarding Development Status for 2026 Tax Year establishing the District as a Developed District for the 2026 tax year pursuant to Section 49.23602, Texas Water Code, and direct that the Resolution be filed appropriately and retained in the District’s official records. 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. Carner discussed an email the District received from a resident regarding guy wires supporting a tree at Exploration Park. Discussion ensued regarding protective measures for the guy wires being used to support the tree.

Ms. Evans stated stakes have been installed to identify where wildflower seeds have been planted in the District.

Ms. Evans discussed needed repairs for the outlet covers at the Willow Fork Park pavilion. Ms. Evans stated the cost to fix the outlet covers would be \$227.50

Ms. Evans discussed the planters located at Central Green. Ms. Evans presented a proposal from Champions in the amount of \$4,133.00 for the replacement of plant materials in the planters at Central Green.

Ms. Evans presented a proposal from Champions in the amount of \$2,560.00 for replacement of the concrete joint caulking at Central Green. Ms. Evans discussed concrete joint caulking at Exploration Park and Willow Fork Park.

Ms. Evans updated the Board on pending projects in the District.

Ms. Evans discussed the use of posts and chains to protect the flower beds at Central Green and potential costs for the installation of posts and chains.

Mr. Cosco discussed the pedestrian bridge located at the Va11 channel. Discussion ensued regarding repairs for the bridge. Mr. Cosco discussed the use of extra wooden planks currently in Cinco Southwest Municipal Utility District No. 1's ("Cinco Southwest 1") inventory, for repairs to the District's bridge. The Board concurred for Champions to use 10 wooden planks from Cinco Southwest 1's inventory and replace the planks for an amount not to exceed \$5,000.00, subject to Cinco Southwest 1's approval of the same.

Ms. Evans discussed tree recommendations from Champions for the potential planting of memorial trees at Willow Fork Park. Discussion ensued regarding drafting a District policy for the planting of memorial trees at District facilities. The Board inquired about pricing for installation of the recommended trees.

Following review and discussion, and based off Champions' recommendation, Director Hubbell moved to: (1) approve Champions' report; (2) authorize Champions to repair the outlet covers at the Willow Fork Park pavilion in the amount of \$227.50; and (3) approve the following proposals from Champions: (i) replacement of plant materials in the planters at Central Green in the amount of \$4,133.00; and (ii) replacement of the concrete joint caulking at Central Green in the amount of \$2,560.00; and (4) authorize Champions to use 10 wooden planks from Cinco Southwest 1's inventory for repairs to the wooden bridge located at the Va11 channel and replace the planks for an amount not to exceed \$5,000.00, subject to Cinco Southwest 1's approval of the same. Director Nady seconded the motion, which passed unanimously.

LANDSCAPE ARCHITECT REPORT

The Board reviewed the landscape architect's report prepared by TBG Partners ("TBG"), a copy of which is attached.

Ms. Carner updated the Board on the installation of additional alligator warning signage at District facilities and stated TBG will discuss the closeout of the project at the next Board meeting.

Ms. Carner updated the Board on the installation of a climate controlled green room and storage room at Central Green. Ms. Carner stated TBG is preparing the design of a 3D rendering for the green room, as required by LaCenterra.

Ms. Carner stated TBG is requesting additional quotes for the installation of turf at Central Green.

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

a First Amendment to the Interlocal Agreement with Fort Bend County in connection to permitting for Segment X, Y, and Z.

Mr. Kalkomey updated the Board on Segment Q, Section 1, installation of the trail from Mason Road to Fry Road. Mr. Kalkomey stated LJA is working with Momentum Pipeline, LLC and CenterPoint Energy to obtain Letters of No Objection for the project.

Mr. Kalkomey updated the Board on Segment Q, Section 2, installation of trail east of Fry Road and construction of pedestrian bridge and underpass.

The Board discussed the timeline for the T-103 repairs being conducted by the Harris County Flood Control District.

Ms. Carner updated the Board on the Mason Road sidewalk project. She stated Cinco Municipal Utility District No. 3 ("Cinco 3") authorized an additional \$8,300.00 for the project, for a total of \$203,300, in addition to the \$36,000 to be funded by the Houston Parks Board ("HPB"). Ms. Carner reviewed the bids received for the project and stated TBG submitted correspondence indicating the low bidder is TWL Construction ("TWL") in the amount of \$239,300.00. She stated that, with the additional Cinco 3 and HPB contributions, the entirety of TWL's bid amount will be covered. The Board concurred that, in its judgment, TWL, was a responsible bidder whose bid would result in the best and most economical completion of the project.

The Board discussed repairs to the swivel swing and removal of the rope snake swing located at Exploration Park. Discussion ensued regarding qualifications needed for the service provider for the swivel swing repairs and installation of a new rope snake swing.

Following review and discussion, and as recommended by the landscape architect, Director Nady moved to: (1) approve the landscape architect's report; (2) approve First Amendment to Interlocal Agreement with Fort Bend County in connection to permitting for Segment X, Y, and Z, and direct that the Agreement be filed appropriately and retained in the District's official records; and (3) award contract to TWL in the amount of \$239,300.00 for the Mason Road sidewalk project, subject to the review of the bonds and certificate of insurance and endorsements, if any provided by the contractor. Director Hubbell seconded the motion, which passed unanimously.

Ms. Carner stated she will work with Artesian to invoice Cinco 3 for Cinco 3's and the HPB's shares of the Mason Road sidewalk project.

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

Director Savage updated the Board on the removal of the pump house located by the Willow Fork Park lake.

ENGINEERING REPORT

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

Mr. Kalkomey updated the Board on the Va12 rehabilitation. Mr. Kalkomey stated LJA is working with AR Turnkey Construction Company regarding turf establishment of the area. Mr. Kalkomey discussed upcoming Pay Estimates for the project and stated a Pay Estimate will be presented at the next Board meeting.

Mr. Kalkomey updated the Board on the construction of the Cinco Ranch Boulevard Underpass. Mr. Kalkomey stated the guardrail for the project is in fabrication.

Mr. Kalkomey 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. Mr. Kalkomey stated LJA is working with NFBWA's engineer to prepare an agreement for the repairs associated with the NFBWA waterline project. The Board inquired about payment to the District from NFBWA for sidewalk repairs associated with the waterline project.

Mr. Kalkomey discussed the following requests from NFBWA: (i) termination and abandonment of existing waterline easement (File No. 201711778); (ii) acquisition of waterline easement located at Parcel 18.13; and (iii) acquisition of waterline easement located at Parcel 11B.19. Ms. Carner reminded the Board that ABHR also represents the NFBWA. She reviewed with the Board a legal conflicts waiver regarding preparation and review of the waterline easement and abandonment requests from NFBWA. The Board concurred to defer action on the following items: (i) termination and abandonment of existing waterline easement (File No. 201711778); and (ii) acquisition of waterline easement located at Parcel 18.13.

Ms. Carner and Mr. Kalkomey discussed Cinco Municipal Utility District No. 1's ("Cinco 1") request for a 0.0576-acre utility easement in connection with the construction of a water reuse system. Ms. Carner reminded the Board that ABHR also represents Cinco 1. She reviewed with the Board a legal conflicts waiver regarding preparation and review of the utility easement with Cinco 1.

Following review and discussion, and as recommended by the engineer, Director Nady moved to: (1) approve the engineer's report; (2) approve NFBWA's request for acquisition of a waterline easement located at Parcel 11B.19, and approve the associated legal conflicts waiver for the NFBWA easement and abandonment requests; and (3) approve the Cinco 1 request for a 0.0576-acre utility easement in connection with the construction of a water reuse system, and approve the associated legal conflicts waiver. Director Hubbell seconded the motion, which passed unanimously.

The Board inquired about sending letters to Cinco 1, Cinco Municipal Utility

District No. 7, and Cinco Municipal Utility District No. 10 regarding potential contributions for the installation of trail connections to District trails.

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

Director Nady discussed the project tracker for current Fort Bend County underpass and pedestrian crossing projects that have been approved for funding by the Texas Department of Transportation (“TxDOT”). The Board requested for ABHR and LJA, as appropriate, to take the following actions in relation to current Fort Bend County projects: (i) submit a Texas Public Information Act request to Fort Bend County for documentation related to the pending TxDOT-funded underpass and pedestrian crossing projects; and (ii) schedule a meeting with the Fort Bend County Commissioner Precinct One’s Office regarding the same.

COMMUNITY COMMUNICATIONS MATTERS AND AUTHORIZE APPROPRIATE ACTION

There was no discussion on this agenda item.

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.

The Board reviewed the Minutes to Midnight contract for Central Green. Following review and discussion, and upon Ms. Arceneaux’s recommendation, Director Nady moved to approve the Central Green contract and direct that the contract be filed appropriately and retained in the District’s official records. Director Hubbell seconded the motion, which passed unanimously.

CURRENT EVENTS

Director Robinson discussed current events.

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

The Board concurred to hold the next drainage meeting on March 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 March 26, 2026, at the same location mentioned above.

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

(SEAL)



Sam Hubbard
Secretary, Board of Director

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