

MINUTES  
WILLOW FORK DRAINAGE DISTRICT

April 9, 2026

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met by regular session, open to the public, on the 9<sup>th</sup> day of April 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 were: Dawn Mouton of Inframark Water & Infrastructure Services ("Inframark"); Kim Cosco and Cheyenne Evans of Champions Hydro-Lawn ("Champions"); Craig Kalkomoey of LJA Engineering ("LJA"); Lisa Rickert and Millie Dunmire of Artesian Financial Services ("Artesian"); 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 March 12, 2026, regular drainage meeting. Following review and discussion, Director Nady moved to approve the minutes, as amended. Director Hubbell seconded the motion, which passed unanimously.

RENEWAL OF DISTRICT'S INSURANCE POLICIES

The Board reviewed an insurance renewal proposal from McDonald & Wessendorff Insurance ("McDonald") with a renewal premium in the amount of

\$32,058.00. Following review and discussion, Director Bray made a motion to authorize renewal of the District's insurance policies through McDonald, and authorize that the renewal proposal be filed appropriately and retained in the District's official records. Director Nady 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 drainage and parks for the fiscal year ending September 30, 2026, and reviewed a comparison between actual and planned expenditures. The Board discussed planned expenditures for drainage and parks.

The Board requested for Artesian to recode recent revenues coded to Cinco Municipal Utility District No. 12 ("Cinco 12") Central Green Room, to Cinco 12 Contributions.

Following review and discussion, Director Nady moved to approve the bookkeeper's report and payment of the bills. Director Bray 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 updated the Board on repairs associated with the pedestrian bridge located across from Cinco Ranch High School at Willow Fork Park. Discussion ensued regarding repairs of bridges owned the Cinco Residential Property Association within the District.

Mr. Cosco updated the Board on the desilting of the Diversion Channel along Peek Road and the intersection of Buffalo Bayou.

Mr. Cosco discussed emails received by the District regarding skunk activity in the District. Ms. Carner noted that she had reported prior correspondence regarding skunk activity to Fort Bend County Animal Control Services. Discussion ensued.

The Board discussed the guard rail located on the south side of Highland Knolls Drive, east of Peek Road. The Board requested for ABHR to contact Harris County, Precinct 4 regarding needed repairs to the guard rail.

The Board requested for Champions to prepare a proposal to desilt outfalls located along channel Va1b.

The Board discussed interceptor repairs along channel Va9b. The Board requested for Champions to prepare a proposal for channel and outfall repairs along channel Va9b.

Ms. Evans presented a proposal from Champions in the amount of \$2,860.00 for the relocation of four tree lights at Central Green.

Ms. Evans presented a proposal from Champions in the amount of \$3,868.70 for the replacement of locks at Central Green.

The Board inquired about electrical and lighting repairs at Central Green. Discussion ensued regarding pending electrical and lighting repairs at Central Green.

Ms. Evans presented a proposal from Champions in the amount of \$11,452.00 for removal of graffiti and re-painting of the Cinco Ranch Boulevard Underpass with graffiti resistant paint. Mr. Kalkomey noted that a revised change order has not yet been received from Greater Houston Construction ("Greater Houston") for the work. Following discussion, the Board concurred to authorize the Parks Committee to approve the most cost-efficient proposal, once the revised change order from Greater Houston is received.

Ms. Evans discussed a complaint from a resident on Zachary Lane regarding dead grass on District property behind his residence. She presented a proposal from Champions in the amount of \$1,200.00 for the installation of sod behind the residence on Zachary Lane. Discussion ensued. The Board concurred to take no action on the proposal, due to a planned surface water line extension project by the North Fort Bend Water Authority ("NFBWA") in the area and requested for Champions to follow up with the resident.

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

The Board reviewed a proposed Memorial Tree Planting Request Form. Discussion ensued regarding placement of the Request Form on the District's website. The Board concurred to post the Request Form on the Willow Fork Park page on the District's website.

Ms. Evans discussed an email received from a resident regarding a concern related to wiring at hole 10 of the District's disc golf course.

Ms. Evans updated the Board on the installation of lights at the Cinco Ranch Boulevard Underpass. Discussion ensued. The Board requested for LJA to follow up with the light distributor to inquire about the cost to purchase additional lights.

The Board inquired about the timeline for the restoration of District trails in connection with the NFBWA's Segment 18A surface water line project area.

The Board discussed lighting for the stage at Central Green. The Board requested for Champions to prepare a proposal for the installation of an additional spotlight for the stage at Central Green.

Following review and discussion, Director Hubbell moved to: (1) approve the operator's report; (2) approve the following proposals from Champions: (i) relocation of four tree lights at Central Green in the amount of \$2,860.00; and (ii) replacement of locks at Central Green in the amount of \$3,868.70; and (3) authorize the Parks Committee to approve the most cost efficient proposal for the removal of graffiti and re-painting of the Cinco Ranch Boulevard Underpass with graffiti resistant paint, once the revised change order from Greater Houston is received. Director Nady seconded the motion, which passed unanimously.

#### 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 Willow Fork Park lake.

Director Savage discussed the waterfall at Willow Fork Park. Director Savage stated Lake Management Services ("Lake Management") assessed the pumps for the waterfall and found one pump had failed. Director Savage stated Lake Management will prepare a proposal for the repair or replacement of the failed pump.

#### INFRAMARK REPORT

Ms. Mouton reviewed a storm line maintenance report, a copy of which is attached. The Board inquired about the effluent flow for the month of February.

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 discussed conducting a survey of the storm sewer manholes in the District.

Following review and discussion, Director Hubbell made a motion to approve the storm line maintenance report. Director Bray 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 stated LJA is working with Artesian to determine payment owed to the District from Grand Lakes WCID for previously incurred mowing and maintenance costs. Discussion ensued regarding erosion of certain outfalls along the Diversion Channel. The Board requested for LJA to follow up with Grand Lakes WCID regarding erosion repairs for the outfalls along the Diversion Channel.

Mr. Kalkomey discussed the rehabilitation of channel Va9 and channel Va3b. Mr. Kalkomey reviewed a Task Order prepared by LJA for the rehabilitation of Va3b. The Board concurred to defer action on the Task Order, pending further review.

Mr. Kalkomey updated the Board on the rehabilitation of channel Va12. Mr. Kalkomey stated AR Turnkey Construction Company still needs to complete the fine grading associated with the project.

Mr. Kalkomey updated the Board on the construction of Cinco Ranch Boulevard Underpass and stated the guardrail was delivered on April 7, 2026. Mr. Kalkomey stated LJA is working with Greater Houston and SWS to obtain proposals for the installation of slope paving for the upper portions of the underpass along the channel at Cinco Ranch Boulevard.

Mr. Kalkomey reviewed FEMA flood plain information for property within the District. Discussion ensued.

Following review and discussion, and based on the engineer's recommendation, Director Hubbell moved to approve the engineer's report. Director Nady seconded the motion, which passed unanimously.

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

Mr. Kalkomey discussed the submission of the Phase II Small MS4 permit.

## PARK MATTERS

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

Ms. Carner updated the Board on Segment Q, Section 2, installation of trail east of Fry Road and construction of pedestrian bridge and underpass and the needed USACE permits for the project.

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

Director Nady updated the Board on Harris County Flood Control District's desilting of channel T-103.

The Board discussed the Mason Road sidewalk improvements.

Director Nady discussed the installation of a signal light at Freedom Park.

Director Nady discussed pending or potential Fort Bend County Precinct 1 underpass and crossing improvement projects. The Board concurred to appoint Director Savage to serve as the District's representative to discuss the projects with appropriate Fort Bend County and Precinct 1 representatives.

Ms. Arceneaux discussed the upcoming A Night in Paris event at Central Green. Ms. Arceneaux requested Board approval to hold a rehearsal for the event at her residence.

Ms. Arceneaux discussed the District's existing BMI performance license for certain events at Central Green. Ms. Arceneaux then discussed information the District received from SESAC regarding an additional SESAC performance license for certain Central Green events, in the amount of \$1,278.00.

The Board reviewed the following contracts for Central Green: (i) The Fab 5; and (ii) Mood-a-fa-rooka World Music Day.

Following review and discussion, and upon Ms. Arceneaux's recommendation, Director Nady moved to: (1) authorize Ms. Arceneaux to conduct a rehearsal for A Night in Paris at her residence; (2) approve the SESAC performance license in the amount of \$1,278.00; and (3) approve the Central Green contracts and direct that the contracts be filed appropriately and retained in the District's official records. 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

Directors Hubbell and Bray updated the Board on articles for the next newsletter.

Ms. Carner discussed emails received by the District and follow up provided by AHBR.

The Board inquired about On-Site security personnel working in the District.

Director Robinson discussed current events.

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

The Board concurred to hold the next drainage meeting on May 14, 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 April 23, 2026, at the same location mentioned above.

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

(SEAL)



  
Secretary, Board of Directors

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