

MINUTES
WILLOW FORK DRAINAGE DISTRICT

April 8, 2021

The Board of Directors (the “Board”) of Willow Fork Drainage District (the “District”) met in regular session by teleconference, with access by telephone available to the public, pursuant to Texas Government Code Section 551.125 and Governor Greg Abbott’s emergency disaster declaration dated March 13, 2020, on the 8th day of April, 2021, and the roll was called of the members of the Board being present by telephone:

Wendy Duncan	President
Dan Smith	Vice President
John Poulter	Secretary
Gregg Nady	Assistant Vice President
Joe Robinson	Assistant Secretary

and all of the above were present, thus constituting a quorum.

Also attending the teleconference were: Robert Stowe, member of the public; Matt Klein of TBG Partners (“TBG”); Stacy Thibodeaux and Clay Brandenburg of Inframark Water & Infrastructure Services (“Inframark”); Jerry Schroeder and Dawn Mouton of Champions Hydro-Lawn (“Champions”); Craig Kalkomey of LJA Engineering; Karen Kottke of AECOM; Fran Matuska of F. Matuska, Inc.; Allison Bognar, Director of Cinco Municipal Utility District No. 3 (“Cinco 3”); Diana Dobbs of Fort Bend County Commissioner Precinct 3 (“Precinct 3”); Yvonne Arceneaux; and Harry H. Thompson and Jane Miller of Allen Boone Humphries Robinson LLP (“ABHR”).

Mr. Thompson reviewed certain recommended protocols for conducting the District’s meeting via teleconference. He announced that the meeting was being recorded and that consultant reports presented at the meeting were posted online and available to the public in the form of an “agenda packet” prior to the start of the meeting at <https://www.districtdirectory.org/agendapackets/wfdd/>

COMMENTS FROM DISTRICT RESIDENTS

Mr. Thompson offered any members of the public attending the meeting by telephone the opportunity to make public comment. There being no members of the public requesting to make public comment, Director Duncan moved to the next agenda item.

APPROVE MINUTES

The Board reviewed the minutes of the March 11, 2021, meeting. Director Poulter moved to approve the minutes, as drafted. Director Robinson seconded the motion, which passed.

UPDATE ON COVID 19 MATTERS

Mr. Thompson and Ms. Matuska stated no action was needed on this item.

UPDATE ON FEMA CLAIM

Ms. Thibodeaux updated the Board on total reimbursement received for the Diversion Channel project from the Federal Emergency Management Agency ("FEMA"), the status of projects pending approval for funding and the timeline for submitting additional projects for funding.

MAINTENANCE OF STORM SEWER LINES

Mr. Brandenburg reported the status of previously approved manhole and inlet repairs in Cinco Municipal Utility District No. 1.

INSURANCE RENEWAL

The Board reviewed an insurance renewal proposal from McDonald & Wessendorff Insurance with a renewal premium in the amount of \$29,189. Following review and discussion, upon a motion by Director Poulter and a second by Director Robinson, the Board voted unanimously to authorize renewal of the District's insurance policies through McDonald & Wessendorff Insurance.

BOOKKEEPER'S REPORT

Ms. Matuska reviewed the bookkeeper's report and the quarterly investment report, copies of which are attached. After review and discussion, Director Nady moved to approve the bookkeeper's report and payment of the bills. Director Robinson seconded the motion, which passed unanimously.

TAX ASSESSOR/COLLECTOR'S REPORT

Ms. Matuska presented the County tax collection report.

OPERATOR'S REPORT, INCLUDING AUTHORIZING DITCH MAINTENANCE,

Mr. Schroeder reviewed the operator's report, a copy of which is attached, reviewed the status of the ditches and channels, as well as certain trails and discussed areas/interceptors that need attention east of the Grand Parkway. Mr. Schroeder said

he would have estimates to repair outlets Va9-15NE1, Va9-15NE2 and Va9-15NE3 at the parks meeting. Discussion ensued regarding prioritizing interceptor pipe repairs needed and estimated costs. Director Nady requested that LJA contact Harris County Flood Control regarding the erosion on the Harris County side of the T103 drainage channel.

ENGINEER'S REPORT

Mr. Kalkomey reviewed the engineer's report, a copy of which is attached.

Mr. Kalkomey reported that FEMA has updated the National Flood Insurance Program's ("NFIP") risk rating methodology through the implementation of a new pricing methodology called Risk Rating 2.0 which addresses rating disparities by incorporating more flood risk variables on a per structure basis and how that may impact insurance premiums for District residents.

PARK MATTERS

Ms. Arceneaux discussed recent and upcoming Central Green events.

Mr. Klein updated the Board regarding the status of construction of the Central Green canopy and recommended that the Board approve Change Order No. 1 to the District's contract with Johnson Fence and Masonry, LLC, increasing the contract in the amount of \$17,490 to increase the size of 6 piers to better support the canopy. The Board determined that Change Order No. 1 was beneficial to the District. Following review and discussion, and upon the recommendation of TBG, Director Smith moved to approve Change Order No. 1. Director Nady seconded the motion, which passed unanimously.

COMMUNITY COMMUNICATIONS

Director Poulter updated the Board regarding communication matters and the Board discussed potential email blast communications and information videos for the District website.

CURRENT EVENTS AND ACTION ITEMS

Director Robinson discussed current events, including an update regarding the 87th Texas legislative session, developments related to the COVID-19 vaccine, the recent winter storm and flood insurance changes.

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

Joe Robinson
Secretary, Board of Directors



(SEAL)

LIST OF ATTACHMENTS TO MINUTES

Minutes
Page

Storm Sewer Maintenance Report	2
Bookkeeper's Report For Drainage And Parks.....	2
Tax Report.....	2
Operator's Report.....	2
Engineer's Report.....	3