

## NOTICE OF MEETING


### WILLOW FORK DRAINAGE DISTRICT FORT BEND AND HARRIS COUNTIES, TEXAS

The Board of Directors of Willow Fork Drainage District hold a regular meeting on **Thursday, September 8, 2022, at 11:30 a.m.**, at the offices of **LJA Engineering, Inc., 1904 West Grand Parkway North, Suite 100, Katy, TX 77449**, to discuss and, if appropriate, act upon the following items:

1. Comments from the public.
2. Approve minutes.
3. Appointment of new director, including:
  - a. appoint new director;
  - b. approve Sworn Statement, Official Bond, and Oath of Office of new director;
  - c. reorganize the Board and authorize execution of District Registration Form;
  - d. Open Meetings Act and Public Information Act Training Requirements; and
  - e. conflict of interest disclosure required under Chapter 176 of the Texas Local Government Code, including review of disclosure forms adopted by the Texas Ethics Commission and List of Local Government Officers
4. Engage auditor to conduct audit for fiscal year end September 30, 2022.
5. Tax assessment and collections matters, including delinquent tax collections update, installment agreements, and payment of tax bills.
6. Discuss 2022 tax rate, set public hearing date, and authorize notice of public hearing regarding adoption of tax rate.
7. Financial and bookkeeping matters, including:
  - a. payment of the bills and review of investments;
  - b. resolution(s) expressing intent to reimburse; and
  - c. adopt budget for fiscal year end September 30, 2023.
8. Operation of District facilities, repairs and maintenance, including:
  - a. ditch maintenance and desilting projects; and
  - b. discussion of maintenance budgets and, if applicable, approval of any necessary proposals and/or budgets for regular, additional or revised maintenance schedules.
9. Report from Inframark, LLC, including:
  - a. update on status of FEMA claim; and
  - b. maintenance of storm sewer lines, including approval of any necessary maintenance and repair proposals.
10. Engineering matters, including:
  - a. new drainage model and floodplain administrator duties;

- b. report on outfall inspections and rehabilitation plan and review maintenance chart and authorize appropriate action;
  - c. update on USACE Interim Study and authorize necessary action;
  - d. discuss financing of all desilting, repairs, and rehabilitation work due to Hurricane Harvey and authorize appropriate action, including authorize execution of Interlocal Agreement with Grand Lakes Water Control & Improvement District No. 2 and authorize financial advisor to take necessary action to obtain bridge financing, if appropriate;
  - e. deeds, easements, offsite drainage agreements, consents, including requests to transfer drainage capacity and requests to reserve drainage capacity;
    - i. waterline easement across Va3;
  - f. design of District facilities;
  - g. review bids and award contract for construction of:
    - i. Va1a outfall replacement; and
    - ii. haul of fill from Harris County Diversion Channel cleanout project.
  - h. status of ongoing improvements and repairs to District facilities, including approve pay estimate, change order, and final acceptance and direct engineer to notify insurance company of new facility for:
    - i. Va1, Va9 and Va12 Slope Erosion.
11. Project Barker update.
  12. Flood mitigation efforts including community outreach and authorize appropriate action, if applicable.
  13. Park Matters related to drainage improvement projects and/or maintenance of drainage facilities used for recreational purposes, including approve Law Enforcement Services Agreement(s) and additional insurance coverage for new officers.
  14. Reports from Directors and Committees, regarding correspondence and/or reports received during the month and events and activities attended during the month, including:
    - a. Houston Stronger report; and
    - b. report on current events.
  15. Meeting matters, including special meetings, agenda items, and scheduling.



  
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 Attorney for the District

Willow Fork Drainage District reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code, Section 551.071 (Consultation with Attorney about Pending or Contemplated Litigation), Section 551.072 (Deliberations about Real Property), Section 551.073 (Deliberations about Gifts and Donations), Section 551.074 (Personnel Matters), Section 551.076 (Deliberations about Security Devices), and Section 551.086 (Economic Development).

Persons with disabilities who plan to attend this meeting and would like to request auxiliary aids or services are requested to contact the District's attorney at (713) 860-6400 at least three business days prior to the meeting so that appropriate arrangements can be made.