

DeWITT COUNTY DRAINAGE DISTRICT NO. 1

Doug Sethness, President
Emily Montgomery, Vice President
Mary Alice Perales, Secretary
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DeWitt County Drainage District No. 1 met in **SPECIAL** session on **AUGUST 5, 2019**, at **5:15 P.M.** in the Conference Room of the District's office at **106 N. Gonzales Street, Ste B**, Cuero, Texas, with the following members present:

Director Doug Sethness
Director Mary Alice Perales

Staff: Beth Parker, General Manager
Ryan Parker, Office Manager

CALL TO ORDER AND ANNOUNCE QUORUM

Mr. Sethness called the meeting to order at 5:15 P.M.

PUBLIC COMMENT

None.

ENGINEERING

GM presented Work Order No. 11 for General Consultations and Meetings Services. This work order differs from the District's typical work orders with Doucet & Associates in that it outlines general consultations, information requests, cost estimates, specifications, consultations related to general drainage and system issues requested by owner, and not otherwise associated with a specific work order, to be billed on an hourly basis. This allows the District to consult with Doucet & Associates on small tasks, without the need for a specific work order. Mr. Sethness recommends setting the "compensation for services" at \$10,000, with a written scope of work for any task which is assigned to Doucet & Associates under this method.

MOTION: On Motion by Mrs. Perales and second by Mr. Sethness, the District approved Work Order No. 11, with an amount not to exceed \$10,000.

GM presented Work Order No. 12 for the District's Bond Election Project. The scope of this work order is that Doucet & Associates will provide general consultations, reviews, updates & preparations for the projects to be included in the bond election program. Multiple capital improvement projects are under consideration by the District.

MOTION: On Motion by Mrs. Perales and second by Mr. Sethness, the District approved Work Order No. 12 for a total of \$24,000, including amendments to the scope of work, and allowing GM to make adjustments to the work order, providing that the adjustments do not exceed \$2,500.

CELL PHONE PLAN

The District had previously discussed the need for an afterhours/emergency phone number, as well as the need for a secured network when using District devices outside of the office.

MOTION: On Motion by Mrs. Perales and second by Mr. Sethness, the District gave GM the authority to execute a contract with AT&T for a cell phone plan, and to determine if an extra hotspot feature is needed for the monthly plan.

SCHEDULE NEXT MEETING(S)

Next REGULAR Meeting will be August 19, 2019 at 5:15 P.M.

ADJOURN

MOTION: On Motion by Mrs. Perales and second by Mr. Sethness, the District adjourned the meeting at 5:47 P.M.

Sincerely,

SEAL HERE

Commissioner
rmp

Ryan Parker
Records Management Officer