

# DeWITT COUNTY DRAINAGE DISTRICT NO. 1

Doug Sethness, President  
Glenn Robertson, Vice President  
Wallace W. Beck, Secretary  
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DeWitt County Drainage District No. 1 met in **REGULAR** session on **DECEMBER 13, 2018**, at **5:30 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:

Commissioner Doug Sethness  
Commissioner Glenn Robertson

Staff: Beth Parker, General Manager

Consultants: Andrew Abrameit, Attorney

Guests: Emily Montgomery  
Mary Alice Perales

## CALL TO ORDER AND ANNOUNCE QUORUM

Mr. Sethness called the meeting to order at 5:30 P.M.

## MINUTES

No action taken.

## RECORDS MANAGEMENT

No action taken.

## ENGINEERING

GM presented Work Order No. 7 to evaluate damage caused by an auto accident on September 12, 2018 on the Alexander Channel at Highway 183. Work Order No. 7 will outline method of repair and cost of repair including all engineering costs to see project through to completion, coming to a total of \$3,200 with up to \$72 for allowable reimbursements.

MOTION: On Motion by Dr. Robertson and second by Mr. Sethness, the District approved Work Order No. 7 with Doucet & Associates.

## SIGNAGE PROJECT

GM reviewed the proposed funding and approval for Fiscal Year 2019 for the District's signage project as discussed in Fiscal Year 2018. GM estimates that the approximate cost of the signage project would be around \$20,000.00.

MOTION: On Motion by Dr. Robertson and second by Mr. Sethness, the District approved the signage project.

## REQUEST FOR QUALIFICATIONS FROM MUNICIPAL ADVISOR

No action taken.

## **FACILITIES- MAINTENANCE, IMPROVEMENTS & PROJECTS**

No action taken.

### **GM REPORT**

GM gave a brief update on the search for available grant funding that the District is pursuing. These grants would be incredibly useful for channel repairs and improvements. Work is continuing on the Hazard Mitigation Grant Program applications. Other funding avenues being pursued are the Local Buyout and Acquisition Program and local grants. The Texas Water Development Board grant application for Planning & Protection grant has been denied.

GM discussed a cell phone stipend for the Crew Foreman. GM recommends a \$40 per month stipend, equaling \$480 per year. GM feels that this is preferable to purchasing a District phone, which would duplicate equipment that the Crew Foreman already owns and make the purchase redundant.

### **LINE-ITEM BUDGET AMENDMENTS**

GM presented Order No. 2018-18 on First Amended Budget for Fiscal Year 2019 and detailed line-item changes to the budget. The amendments yield a net spending increase of \$19,958.00, being slightly less than the cost of the District's signage project.

MOTION: On Motion by Dr. Robertson and second by Mr. Sethness, the District approved Order No. 2018-18.

### **INVESTMENT POLICY**

GM presented this year's investment policy, along with Resolution No. 2018-18 to Adopt Investment Policy. As required by law, the District must review the policy annually.

MOTION: On Motion by Dr. Robertson and second by Mr. Beck, the District approved Resolution No. 2018-18.

### **ANNUAL INVESTMENT REPORT**

The annual investment report shows \$7,320.08 in total interest earned for Fiscal Year 2018, which is \$1,920.08 more than the projected interest earnings of \$5,400.00.

MOTION: On Motion by Dr. Robertson and second by Mr. Sethness, the District approved the Annual Investment Report for 2018.

### **2017 ANNUAL RECAP OF DISTRICT ACTIVITIES**

The District discussed an annual recap of District Activities performed in 2017 & 2018. This recap will be useful in the realm of historical record keeping and will highlight the actions and growth of the District as the year wraps up.

No action taken.

### **REIMBURSEMENTS / DIRECTOR ACTIVITY LOGS**

Board was made aware that no formal motion was made on November 30, 2018 regarding the Director Activity Logs for that month.

MOTION: On Motion by Dr. Robertson and second by Mr. Sethness, the District approved the Director Activity Logs for November 2018.

**DISBURSEMENTS & FINANCIAL REPORTS**

GM presented Voided Checks 10368 & 10377.

MOTION: On Motion by Dr. Robertson and second by Mr. Beck, the District approved the following financial reports:

|                                                      |                                |                     |
|------------------------------------------------------|--------------------------------|---------------------|
| <b>Balance Sheet dated October 31, 2018 showing:</b> |                                |                     |
|                                                      | <b>Current Assets of:</b>      | <b>\$468,004.33</b> |
|                                                      | <b>Current Liabilities of:</b> | <b>\$19,847.86</b>  |
| <b>Profit &amp; Loss for October 2018 showing:</b>   |                                |                     |
|                                                      | <b>Total Income:</b>           | <b>\$66,890.67</b>  |
|                                                      | <b>Total Expense:</b>          | <b>\$81,666.45</b>  |

**Transaction List by Date for October 27, 2018 through November 30, 2018**

**PUBLIC COMMENT**

None.

**SCHEDULE NEXT MEETING**

Next SPECIAL meeting, if necessary, will be December 31, 2018 at 8:00 A.M.

**ADJOURN**

MOTION: On Motion by Dr. Robertson and second by Mr. Sethness, the District adjourned the meeting at 6:24 P.M.

Sincerely,

SEAL HERE

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Commissioner  
rmp

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Ryan Parker  
Office Records Clerk