

GREEN DeWITT DRAINAGE DISTRICT

Doug Sethness, President
Larry Coppedge, Vice President
John Varela, Secretary
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Green DeWitt Drainage District met in **REGULAR** Session on 18th of December 2023, at 11:00 A.M. in the Conference Room of the District's office at 107 N. Gonzales Street, in Cuero, Texas with the following members present:

Doug Sethness, Director
Larry Coppedge, Director
John Varela, Director

Staff: Jennifer Urban, General Manager (Outgoing)
David Guajardo, General Manager (In Coming)
Pat Trevino, Office Manager
Ignacio Granado, Crew Foreman

ANNOUNCE QUORUM & CALL TO ORDER:

Mr. Sethness called the meeting to order at 11:00 a.m.

PUBLIC COMMENT:

NONE

MINUTES:

Board reviewed and discussed the minutes. The minutes were approved.

MOTION:

On Motion by John Varela and seconded by Larry Coppedge, the District approved the following minutes:

November 20, 2023, Regular Meeting
December 13, 2023, Special Meeting
Certified Agenda of Closed Session

FACILITIES – MAINTENANCE, IMPROVEMENTS & PROJECTS:

Foreman, Ignacio Granado, gave a field report stating that his last report was on November 20, 2023. He provided an update on the daily operations of maintaining the channels, reporting that they have taken approximately thirty truckloads to the disposal site.

Mr. Granado also reported that he and his crew watched safety videos to keep up with the proper handling of their chainsaw and various equipment.

Additionally, he reported that he followed up with Scherer Kubota in Hallettsville regarding their invoice of over \$1,500 for repairs on the Kubota that was still not working. He was told that they would get it operational and assign it as a rework so we would not get charged again.

Also reported were issues with graffiti on some of the channels.

For future projects, Mr. Granado said that they would clear up the city side of the West lateral channel. As well as cutting down trees on the oil mill channel of Hwy 72.

Mr. Granado provided before and after photos of the channels and of the graffiti.

GM REPORT:

The General Manager, Jennifer Urban reported the purchase of 2024 Quickbooks. This accounting software upgrade should be good for another two years and will reflect in a higher-than-normal office expense.

Brayden Carter is now an official district employee effective November 20, 2023. We also posted an advertisement for the General Manager position; interviews were held, and David Guajardo was hired. Today is his first day.

The First National Bank depository contract proposal needs to be updated. This is something that the auditors ask for each year and ours has not been updated since May 2021. The bank has been honoring our last approved rate.

ENGINEERING:

CivilCore is ready for the district to provide a timeline to begin surveying the slopes. Doug Sethness suggested we invite them to a board meeting to provide us with a presentation and an explanation of what they intend to do in this phase of the project.

GLO GRANT UPDATES:

The status of the GLO grant requires we complete a certain percentage of the Engineering before moving to the next stage which is the Environmental assessment. The district is currently in the Engineering stage.

2024 HOLIDAY SCHEDULE:

The board reviewed and discussed the schedule and agreed to the dates.

MOTION:

John Varela made a motion to approve the 2024 Holiday schedule. Larry Coppedge seconded the motion and the motion carried.

UPDATE DISTRICT INFORMATION FORM

The board reviewed and discussed Resolution No. 2023-02 and agreed that the form should provide clearer language defining the "stand-by fee" as well as include a map as described in "Resolution on Political Boundary Map (2015 Annexation Map) recorded in Volume 611 Page 831 of the Official public records of DeWitt County, Texas, and as shown on a map recorded in Volume 1 Page 72A of the Plat Records of said County.

PERSONNEL MATTERS:

Foreman, Ignacio Granado requested permission to take the district truck home. Permission was denied.

FINANCIAL MATTERS:

Currently, the district engineering expense shows it is over by 117%. However, engineering expenses were the result of the GLO project and not a regular District expense. GLO engineering expenses are paid from grant money. As a result, the board suggested the creation in our budget of a separate line item for GLO engineering.

MOTION:

John Varela motioned to approve the financial reports. Larry Coppedge seconded the motion and the motion carried.

SCHEDULE NEXT MEETING(S):

The District's next **Regular** meeting is scheduled for Tuesday, January 23, 2024, at 11:00 a.m. in the conference room of the district office at 107 N Gonzales, Cuero, Texas 77954.

MOTION:

John Varela made a motion to adjourn. Larry Coppedge seconded the motion and the motion carried.

ADJOURN:

The meeting was adjourned at 12:00 P.M.

Director

David Guajardo, General Manager