

GREEN DeWITT DRAINAGE DISTRICT

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The Board of Directors of the Green DeWitt Drainage District met in **REGULAR** Session on the 26th of February 2024, at 11:00 AM 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: David Guajardo, General Manager
Pat Trevino, Office Manager
Ignacio Granado, Maintenance Supervisor

Consultants: John Reed, Project Manager – Public Management
Aron Miller – Project Manager

Doug Sethness called the Regular meeting to order.

There was no public comment.

The minutes of January 23, 2024, and the minutes for the Special Session on February 8, 2024, were approved with a motion by John Varela and seconded by Larry Coppedge and the motion carried.

John Reed, Project Manager with Public Management provided an update on the administrative handling of our GLO grant. He introduced Aron Miller, Project Manager with Public Management. Due to budgetary constraints, CivilCore is revising its design scope of work to see what construction can be adjusted from the original scope of work. The objective is to continue to provide the same benefits to the District without affecting the beneficiaries. Because this is a mitigation project with strict scoring criteria adjusting the beneficiaries in any manner can negatively impact the District scoring.

The engineering design must reach 30 percent before the GLO environmental assessment can be done. However, they cannot reach 30 percent until they present their recommended scope of work to the GLO. We would like to coordinate a meeting between the GLO and CivilCore to ensure their amended design is acceptable by the GLO and that it does not impact the beneficiaries. The District still has until January 31, 2025, to complete this project, and the GLO accepts mitigation extension contracts for up to two years. I recommend that we hold off on requesting any extensions until we get closer to the bidding process for any construction. This will provide a better timeline of how long construction is expected to take.

The District is currently in compliance and can draw funds for those milestone thresholds in engineering and it can bill up to a certain percentage, but the District can't reach that until after CivilCore proposes their revised scope of work to the GLO.

Ignacio Granado, Maintenance Foreman presented a field report for February 2024. He provided an update on the daily operations of maintaining the channels. He reported that he measured 10 inches of rain during this last rainfall. The GM hired a part-time maintenance employee. The last new hire who held a full-time maintenance position did not make it past the 90-day probationary period. Mr. Granado renewed his pesticide applicator license and has taken the required CEU classes.

The General Manager, David Guajardo presented the following update: The employment vacancy in the maintenance department and the hiring of Jesse Rodriguez. The annual affidavit filing of the TCEQ audit report. The coordination of a meeting with the City Manager and Engineers regarding the Wastewater Treatment Plant. A meeting with GLO Outreach Coordinator Shannon Longoria. A Teams meeting with CivilCorp Engineers to discuss further action needed to proceed with the project on GLO Grant. A phone conference with Project Manager, John Reed of Public Management to discuss grant management and TIGR reporting processes. The update to the TIGR Sub recipient and vendor access with GLO. The SAM.gov entity registration. The completion of part two of TWCA renewal form.

A motion was made by John Varela to approve the General Manager report. It was seconded by Larry Coppedge and the motion carried.

A Resolution on Political Boundary Map (2015 Annexation Map) filed with the Dewitt County Clerk's office on June 1st 2018, was reviewed and discussed. The Resolution reads that the real property located in the Annexed Areas has been annually assessed ad valorem taxes by the District and collected by the DeWitt County Tax Assessors Office.

Resolution No. 2024-01 Amended District Information Form was reviewed and discussed. Changes to the documents requested in the previous month have been made and approved by the Board. A motion was made by John Varela to approve Resolution No. 2024-01, and it was seconded by Larry Coppedge, and the motion carried.

TWCA Risk Management fund was reviewed and discussed. The GM notified the board that the District completed its renewal form. The TWCA included Part I Workers' Compensation form and Part II Questionnaire/Liability/Property.

An annual filing affidavit for the District Audit Report was sent to TCEQ.

The board went into executive session under item Section 551.074 personnel matters at 12:31. The board reconvened at 12:34 and no action was taken.

The GM announced the change of hours for maintenance personnel under the Fair Labor Standards Act. The District will observe fifteen-minute breaks and a thirty-minute lunch. Maintenance hours of operation will be 7:00 am to 3:30 pm. The fifteen-minute breaks are at 9:00 am and 2:00 pm. There will be no need to clock out. Lunch breaks are to be taken from 12:00 to 12:30 and personnel should clock out for lunch.

Total Budget FY24	As of	Expenses	Percentage of Budget Spent
472881.00	10/12/2023	24641.21	5.21%
	11/14/2023	63914.78	13.52%
	12/15/2023	133402.17	28.21%
	1/23/2024	12975.35	2.74%
	2/26/2024	20044.79	4.24%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%
			0.00%

Balance Sheet

Cash Basis As of February 23, 2024

Checking/Savings

1000 - Bank Account Balance
 1010 - Cuero National Bank Now Account 113,691.10
 1020 - Cuero National Bank Money Mkt 447,068.58
 1045 - TexPool Prime 838.45
 1046 - TexPool 3,276.34
 1047 - Texas CLASS NOW LGIP 1,325.35
 1048 - Texas CLASS MM LGIP 227.33
 Total 1000 - Bank Account Balance 566,427.15
 Total Checking/Savings 566,427.15
 Total Checking/Savings 566,427.15
 Other Current Assets

1100 - Taxes Receivable 15,224.00

Total Other Current Assets 15,224.00
 Total Current Assets 581,651.15

Upon review and discussion of the financial reports by the Board, John Varela made a motion to approve the financial reports and Larry Coppedge seconded the motion and the motion carried.

The GM showed the Board pictures of the progress in clearing up the channels of brush and debris. He also pointed out his concern and his investigation into an unknown gray liquid that was flowing into our channels. His investigation is ongoing.

John Varela made a motion to adjourn, and Larry Coppedge seconded the motion, and the motion carried. The meeting was adjourned at 12:58 pm.

The next meeting is scheduled for March 25, 2024.

Director

David Guajardo, General Manager