

DeWITT COUNTY DRAINAGE DISTRICT NO. 1

Doug Sethness, President
Joseph Olive, Vice President
John Varela, Secretary
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DeWitt County Drainage District No. 1 met in **REGULAR** session on **MARCH 15, 2022** at **11:00 A.M.** in the Conference Room of the District's office at **107 N. Gonzales Street**, Cuero, Texas, with the following members present:

Director Joseph Olive
Director John Varela
Director Doug Sethness (by phone)

Staff: Jennifer Urban, Deputy General Manager
Ryan Parker, Office Manager
Ignacio Granado Jr., Crew Foreman

ANNOUNCE QUORUM & CALL TO ORDER

Mr. Olive called the meeting to order at 11:00 A.M.

PUBLIC COMMENT

No public present.

MINUTES

MOTION: On Motion by Mr. Varela and second by Mr. Sethness, the District approved the following minutes:

February 11, 2022	Special Meeting
February 15, 2022	Regular Meeting

FACILITIES – MAINTENANCE, IMPROVEMENTS & PROJECTS

Crew Foreman Ignacio Granado gave updates on recent work in the Maintenance department, such as routine mowing, weed eating and litter pickup in the District's channel system. The crew has been working on clearing and mowing along the Oil Mill Channel off the Baker property, replacing the entrance gate there and cleaning up brush, litter and debris. Mr. Granado also mentioned the crew has cleared dead trees off Oil Mill by the railroad tracks and Main Street, as well as the West End Lateral Channel. New hires have been receiving training on the mower, chain saws, and how to properly clean and maintain the equipment. Mr. Granado discussed the potential acquisition of a used John Deere tractor equipped with a front loader and shredder. He believes this tractor may be very useful to clear up the bottoms of District channels.

No action taken.

GM REPORT

Mrs. Urban gave updates for District operations including meetings with Glen Ruschaupt regarding stormwater drainage systems, a meeting with Judge Fowler to discuss corrections to the DeWitt County Mitigation Action plan, and several consultations with the District's Attorney to discuss pending matters. Mrs. Urban discussed a recent tour of the North Cuero Watershed with Curtis Afflerbach, to get acquainted with the dam system and how it affects the District's watershed. Mrs. Urban mentioned recent correspondence with Union Pacific regarding railroad bridge removals so that the regular maintenance in those areas would be much easier. Since the last report, the District has received gate code access to the City Wastewater treatment plant road located alongside the Gohlke Hollow outfall, and the Baker St property which is alongside the Main Channel.

No action taken.

EMERGENCY REPAIRS

No action taken.

ENGINEERING

District received updates regarding revised plans from Foresite Group LLC regarding repairs to the damaged portion of the Valley Channel.

No action taken.

GRANT UPDATES

District reviewed the quarterly progress report for the Texas Water Development Board's Flood Infrastructure Fund 40040 Stream Gage Project grant, covering December 1, 2021 through February 28, 2022.

No action taken.

POLITICAL BOUNDARY

No action taken.

APPRAISAL DISTRICT

District received the DeWitt County Appraisal District's Annual Financial Report for 2021.

No action taken.

NORTH CUERO WATERSHED

No action taken.

DISTRICT PERMITTING AND RULES & REGULATIONS

District reviewed Order No. 2022-01 Extending Suspension of Parts of District Rules & Regulations for Development Activities within District Jurisdiction, which will extend a limited duration amendment to the Rules & Regulations for the following calendar quarter, until June 30, 2022.

MOTION: On Motion by Mr. Varela and second by Mr. Sethness, the District approved Order No. 2022-01.

PERSONNEL POLICIES & PROCEDURES

District reviewed policy regarding the distinction between part-time and full-time employees, inclement weather protocols, and an amendment to vacation PTO. Mr. Sethness suggested further review of these amendments before approval.

No action taken.

In accordance with Texas Government Code §551.074 discussion involving personnel matters, the District adjourned for executive session.

ADJOURN FOR EXECUTIVE SESSION AT 11:25 A.M.
RECONVENE AT 11:33 A.M.

PERSONNEL MATTERS

Mr. Olive informed Mrs. Urban of the Board's intention to promote her to General Manager, effective April 1, 2022.
No action taken.

FINANCIAL MATTERS

District discussed certain transactions which may be better classified to fit the current fiscal year budget.

MOTION: On Motion by Mr. Varela and second by Mr. Sethness, the District approved the following financial reports:

Balance Sheet dated October 31, 2021 showing:

Current Assets of:	\$475,389.78
Current Liabilities of:	\$18,951.34

Balance Sheet dated November 30, 2021 showing:

Current Assets of:	\$571,369.58
Current Liabilities of:	\$19,888.75

Balance Sheet dated December 31, 2021 showing:

Current Assets of:	\$581,080.45
Current Liabilities of:	\$18,294.31

Balance Sheet dated January 31, 2022 showing:

Current Assets of:	\$571,341.82
Current Liabilities of:	\$20,257.02

Profit & Loss for October 2021 showing:

Total Income:	\$120,354.36
Total Expense:	\$19,531.49

Profit & Loss for November 2021 showing:

Total Income:	\$112,952.35
Total Expense:	\$17,778.71

Profit & Loss for December 2021 showing:

Total Income:	\$31,026.01
Total Expense:	\$19,720.70

Profit & Loss for January 2022 showing:

Total Income:	\$17,494.78
Total Expense:	\$29,196.12

Transaction List by Date October 1, 2021 through February 11, 2022

SCHEDULE NEXT MEETING(S)

Next REGULAR Meeting will be April 26, 2022 at 11 A.M.

ADJOURN

MOTION: On Motion by Mr. Varela and second by Mr. Sethness, the District adjourned the meeting at 11:46 A.M.

Sincerely,

SEAL HERE

Commissioner
rmp

Ryan Parker
Records Management Officer