

DeWITT COUNTY DRAINAGE DISTRICT NO. 1

Doug Sethness, President
Joseph Olive, Vice President
John Varela, Secretary
E-mail: info@dcdd1.com



107 N. Gonzales Street
P.O. Box 542
Cuero, Texas 77954
Phone: (361) 275-9995

CERTIFIED AGENDA OF CLOSED SESSION OCTOBER 25, 2022 – Regular Meeting

CONFIDENTIAL: No one shall, without lawful authority, knowingly disclose to a member of the public this certified agenda of a closed meeting. A person who violates this subsection commits a Class B misdemeanor and may be liable to any party injured or damaged by the disclosure. Texas Government Code § 551.146(a).

The Presiding Director announced at the beginning of the closed session: "The DeWitt County Drainage District No. 1 will now go into Executive Session, in accordance with Texas Government Code §551.071 discussion involving contemplated litigation, at 12:03 P.M."

Directors present were Doug Sethness and John Varela.

Subjects Discussed in the Session Closed to the Public:

1. Contemplated Litigation

The Presiding Director announced at the end of the closed session: "The DeWitt County Drainage District No. 1 is now out of Executive Session at 12:19 P.M."

Record of Further Action Taken, if Any, on Items Listed Above Items in the Subsequent Open Session:
No Action Taken

CERTIFICATE: I hereby certify that the foregoing is a true and correct record of the closed session proceedings of the DeWitt County Drainage District No. 1 on the 25th day of **OCTOBER 2022**.

Presiding Director (signature)

Presiding Director (print name)

DeWitt County Drainage District No. 1 (the District) may convene into executive (closed) session in accordance with the Texas Government Code when necessary and legally justified. Any item on this agenda may be discussed in executive session if authorized by Texas Law regardless of whether it is listed under "Executive Session" of this agenda, and regardless of any past or current practice of the District. Executive sessions herein are closed meetings, and may include the consideration of any item otherwise listed on the agenda plus any subject matter specified in the executive session notice, and may include items under the Texas Government Code as follows: Section 551.071 (Consultation with Attorney regarding contemplated or pending litigation, a settlement offer or administrative hearing); Section 551.072 (Deliberation regarding real property); Section 551.073 (Deliberation about gifts and donations); Section 551.074 (Personnel Matters); and Section 551.076 (Deliberation about Security Devices).

DeWITT COUNTY DRAINAGE DISTRICT NO. 1

Doug Sethness, President
Joseph Olive, Vice President
John Varela, Secretary
E-mail: info@dcdd1.com



107 N. Gonzales Street
P.O. Box 542
Cuero, Texas 77954
Phone: (361) 275-9995

DeWitt County Drainage District No. 1 met in regular session on October 25, 2022, at 11:00 A.M. in the Conference Room of the District's office at 107 N. Gonzales Street, with the following present:

Doug Sethness, Director
John Varela, Director

Staff: Jennifer Urban, General Manager
Ignacio Granado Jr., Crew Foreman

ANNOUNCE QUORUM & CALL TO ORDER

Doug Sethness called the meeting to order at 11:00 A.M.

PUBLIC COMMENT

No public present.

MINUTES

MOTION: On Motion by John Varela and seconded by Doug Sethness, the District approved the regular minutes of September 20, 2022.

FACILITIES – MAINTENANCE, IMPROVEMENTS & PROJECTS

Crew Foreman Ignacio Granado presented to the Board his report on the status of the drainage channels. Since the last report, the Grasshopper mower has needed 4-5 repairs due to normal wear and tear which caused delays in regular system maintenance. A round through the system should be done by the end of the month. He informed the Board that he and the GM have been looking into mower brands/options and tested a Bad Boy from Comacho Tractor in Victoria out on our slopes. Despite the Bad Boy being more affordable, it will not be sufficient for our slopes, the Grasshopper is the best for the job. Other updates included the fuel tank being replaced and the Kubota still being in the shop due to a faulty transmission which is under warranty. Future projects include clearing Alonzo St., cleaning up W. Lateral channel, and cutting limbs throughout the system.

A quote received by the foreman from U Can Do It Rental & Sales LLC for a new Grasshopper mower was presented in the amount of \$16,389.45.

MOTION: On Motion by John Varela and seconded by Doug Sethness, the District approved the purchase of the Grasshopper Mower from U Can Do it Rental & Sales LLC.

Photos showing District activity provided by GM and the foreman were presented. The board was informed of the damaged guard rail on Alonzo St. GM is communicating with the City of Cuero Director of Utilities, Wayne Berger, to determine if it is the District's or the City's responsibility to repair due to the city's annexation of the area since it was originally installed. On October 20, 2022 3 individuals were observed vandalizing the district's channel wall on Valley St., Cuero Police were contacted. The GM attempted to obtain a police report and was informed that the case was still under investigation so a report could not be provided until the case is closed. Cuero P.D. suggested the district provide a quote to them for repairing the damages. GM has requested a quote from Dunn Services for the repair.

GM REPORT

GM gave updates on floodplain enforcement in the Quarry neighborhood area. Contractors are not initially establishing trash control methods or silt fences but are remediating these situations quickly when asked to do so. Ignacio Granado and Ryan Rodriguez attended CPR training at Cuero Hospital on 09/21. Doug Sethness and GM attended the Regional Flood Planning Group meeting in Victoria on 09/21. GM presented the FY2023 budget at commissioner's court on 09/26. GM attended the Golden Crescent Regional Planning Commission meeting on 09/28 regarding Texas Community Development Block Grant Regional Mitigation program funds, public comments were submitted by GM via email to hannahc@gcrpc.org requesting that Special Districts be included in the disbursement. Paul Taylor submitted the quarterly TWDB grant quarterly report on 09/30 showing no progress. GM will be attending the National Hydraulic Warning Counsel workshop on 11/2-11/3 in San Marcos for training on the Early Flood Warning System. Doug Sethness recommended Ignacio Granado attend the training as well as he will be actively involved in maintenance of the system. Options such as donations and grants were discussed to assist in covering the district's local share of \$85,000 for the TWDB grant for the Early Flood Warning System. GM will be attending the Local Emergency Planning Commission meeting on 10/27. An account was set up with new fuel provider, Wright Express, new cards are en route. GM responded to annual financial audit requests, representatives from Roloff Hnatek conducted a fieldwork day in the district office on 10/14. Representatives from Roloff Hnatek suggested the district keep a check log which will be implemented moving forward. Paul Taylor resigned on 10/11. The office manager position was posted on indeed.com, linkedin.com, and the district's website. GM filed the Q3 Texas Association of Counties Unemployment report and Q3 941. TCEQ sent a draft approval letter for the district's name change process, which was signed by Doug Sethness, returned via email, and now awaiting final approval. GM and Foreman traveled to Comacho Tractor in Victoria to see a demonstration of a Bad Boy zero turn, a representative from Comacho Tractor came to Cuero to test the mower on a section of the drainage. It was determined the Bad Boy does not have the capabilities to reach into slopes as needed. GM may attend the TFMA Region 6 luncheon on 11/15 which is worth 3 credit hours, 8 are needed annually.

ENGINEERING

GM confirmed with GLO that an engineer designated as the district's engineer cannot respond to bids related to the GLO grant.

TAX ASSESSOR-COLLECTOR

MOTION: On Motion by John Varela and seconded by Doug Sethness, the District received the 2022 Tax Roll from Tax Assessor-Collector Ashley Mraz.

GM presented the tax collection invoice received on 10/14/22 for 2022 tax collections in the amount of \$4,513.00.

DIRECTOR ACTIVITY LOG

2nd and 3rd quarter 2022 director activity logs were reviewed and approved for Doug Sethness and John Varela.

GRANT UPDATES

The district received the "Closeout Certification Form" to be signed by Doug Sethness to close out the 2019 TDEM grant DR-4332 and update the district's contact person from Ryan Parker to Jennifer Urban.

Doug Sethness, John Varela, and Jennifer Urban rated the 3 proposals received by Langford Community Management Services, Public Management, and Grant Works for Grant Administration Services pertaining to GLO Contract No. 22-119-011-D506. Public Management was rated the highest score by each rater.

PERSONNEL MATTERS

R2022-10 Resolution Amending District Staff Salaries & Payroll Items and R2022-11 Resolution on Directors Fees of Office FY2023 were reviewed and signed as no changes were made from the previous year.

FINANCIAL MATTERS

GM presented the following financial statements to the Board:

Balance Sheet dated October 18, 2022, showing:

Current Assets of:	\$217,497.38
Current Liabilities of:	\$12,588.46

Profit & Loss for October 18, 2022, showing:

Total Income:	\$0
Total Expense:	\$649.58

Transaction List by Date September 16, 2022 through October 18, 2022

MOTION: On Motion by John Varela, and seconded by Doug Sethness, the District approved the above financial reports.

In accordance with Texas Government Code §551.071 to discuss contemplated litigation, the district entered an executive session at 12:03 p.m.

EXIT EXECUTIVE SESSION AT 12:19 P.M.

No action was taken.

SCHEDULE NEXT MEETING(S)

MOTION: On Motion by Doug Sethness and seconded by John Varela the next board meeting was set for Monday, November 14, 2022, at 11:00 A.M.

ADJOURN

MOTION: On Motion by John Varela and second by Doug Sethness, the District adjourned the meeting at 12:20 P.M.

Sincerely,

SEAL HERE

Doug Sethness
Director

Jennifer Urban
General Manager