

DeWITT COUNTY DRAINAGE DISTRICT NO. 1

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



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DeWitt County Drainage District No. 1 met in regular session on September 20, 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 (via telephone)
Joseph Olive, Director

Staff: Jennifer Urban, General Manager
Paul Taylor, Office 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

Rhonda G. Stastny entered the meeting at 11:02 A.M. Rhonda explained and showed to the Board how each candidate's Request for Proposals for Grant Administration Services is chosen via a scoring system on previous professional services and other GLO ranking scores.

MINUTES

MOTION: On Motion by Joseph Olive and seconded by John Varela, the District approved the regular minutes of August 30, 2022.

FACILITIES – MAINTENANCE, IMPROVEMENTS & PROJECTS

Crew Foreman Ignacio Granado presented to the Board his report on the status of the drainage ditches. He stated that due to rain, brush growth is more robust. He said we received graffiti on our new retaining wall on Valley Road and showed photos. Foreman and GM are researching new mower options.

GM REPORT

GM reviewed September 2022 items and notified the Board that we received 3 Request for Proposals for Grant Administration Services which will require review from the Board via a scoring process to determine a selection. The maintenance crew paused working on special projects to commence on their regular maintenance schedule. GM interviewed

candidate on 09/06 for the part-time position. Doug Sethness attended the Regional Flood Planning Group meeting in Kerrville on 09/07. GM attended the community Leaders Meeting on 09/09. GM passed the Certified Floodplain Manager's exam on 09/12. Paul Taylor met with Eddie Carter on 09/13 to enroll in health insurance. GM is working with Duke Altman of Doucet to revise the watershed map. GM is responding to a request for documentation from Sunit Deo of Halff Associates and Brian Perkins of GBRA to assist in the Gohlke Creek study/map revisions. GM suggested that we switch to WEX for our fuel gas card, as our current vendor "Fuelman" charges high risk fees and is problematic with their billing. GM signed the engagement letter from Roloff Hnatek & Co., LLP to perform the districts FY2022 audit. GM interviewed candidate on 09/15 for the part-time position.

ENGINEERING

No action taken.

FISCAL YEAR 2023 BUDGET

The Board reviewed Order No. 2022-09 for Order Adopting The Fiscal Year 2023 Budget. MOTION: On Motion by Joseph Olive and seconded by John Varela, the 2023 Budget was approved.

PERSONNEL MATTERS

No topics for discussion were presented.

FINANCIAL MATTERS

Check number 11632 in the amount of \$10.56 was processed as an employee reimbursement in error, and therefore voided. GM went over the following transaction statements with the Board:

Balance Sheet dated September 14, 2022, showing:

Current Assets of:	\$255,024.57
Current Liabilities of:	\$12,480.46

Profit & Loss for July 19, 2022, showing:

Total Income:	\$-1,700.90
Total Expense:	\$2,778.34

Transaction List by Date August 30 through September 14, 2022

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

SCHEDULE NEXT MEETING(S)

MOTION: On Motion by Doug Sethness and seconded by John Varela the next board meeting was set for Tuesday, October 25, 2022, at 11:00 A.M.

ADJOURN

MOTION: On Motion by Joseph Olive and second by John Varela, the District adjourned the meeting at 1:14 P.M.

Sincerely,

SEAL HERE

Doug Sethness
Director

Jennifer Urban
General Manager