

**GALVESTON COUNTY DRAINAGE DISTRICT NO. 2**  
**MINUTES OF BOARD OF DIRECTORS SPECIAL MEETING**

**November 28, 2022**

The Board of Directors (the "Board" or "Directors") of Galveston County Drainage District No. 2 (the "District") met in special session on the 28<sup>th</sup> day of November, 2022, at 4:00 p.m., in the meeting room of the District at 5000 F.M. 1765, La Marque, Texas 77568, pursuant to notice of said meeting posted in accordance with Chapter 551 of the Texas Government Code, whereupon the roll was called of the members of the Board, to-wit:

Jack Ellison, Jr.	Director
Wayne Hobgood	Director
Angel Murphy	Director

All members of the Board were present, except Director Ellison, thus constituting a quorum. Attending in person were Landry Cravens ("District Manager"); Monica A. Garza, attorney, of Radcliffe Bobbitt Adams Polley PLLC ("Attorney" or "RBAP"); Steve Haskins of Protocol Bookkeeping, Inc. ("Protocol"); Claudia Redden and Christian Noska of Claudia Redden & Associates ("Redden"); Officer Cypert; Teresa Moore and James Moore.

**1. Call Meeting to Order.**

Director Hobgood, after finding that notice of the meeting was posted as required by law and determining that a quorum of the Board was present, called the meeting to order at 4:04 p.m. and declared it open for such business as may regularly come before it.

**2. Public Comments.**

Mr. Moore inquired about Texas Government Code, Section 551.007 allowing members of the public to address a governmental body at its meeting. Ms. Garza explained that historically, the Board includes an item on the agenda to hear public comment at the beginning of its meetings.

There being no further public comments, the Board proceeded with the agenda.

Ms. Redden exited the meeting at this time.

**3. Proposals for District Bookkeeping Services.**

Mr. Haskins then presented to the Board a proposal for bookkeeping services and responded to questions from the Board. Mr. Haskins explained that if hired as the District's Bookkeeper, it will take a few weeks to complete the onboarding process and transfer the District's records to Protocol's software. Mr. Haskins further explained that the cost to transfer such records is \$250.00.

Mr. Haskins exited the meeting at this time.



Ms. Redden and Ms. Noska entered the meeting at this time.

Ms. Redden then presented to the Board a proposal for bookkeeping services and responded to questions from the Board. Ms. Redden stated that she may need to reduce the amount of Redden's proposal due to the minimal number of checks issued by the District per month and minimal annual expenses incurred by the District.

Ms. Redden and Ms. Noska exited the meeting at this time.

The Board then discussed the proposals for bookkeeping services presented by Protocol and Redden. Upon a **motion** by Director Hobgood, seconded by Director Murphy, after full discussion and with all Directors present voting aye, the Board accepted Protocol's proposal for bookkeeping services, subject to RBAP's review of same.

4. **General Manager's Report**

**Compensation of previous District Office Administrator**

Mr. Cravens stated that he had personnel matters related to compensation of the previous District Office Administrator to discuss with the Board and Ms. Garza in Executive Session.

Director Hobgood then stated that the Board would be going into Executive Session to deliberate personnel matters pursuant to Section 551.071, Texas Government Code relating to matters of attorney-client privilege and personnel matters pursuant to Section 551.074, Texas Government Code relating to personnel matters. All members of the Board present, Mr. Cravens and Ms. Garza convened into Executive Session at 6:23 p.m.

All other meeting attendees still present re-entered the meeting at 7:00 p.m.

**Reconvene in Open Session**

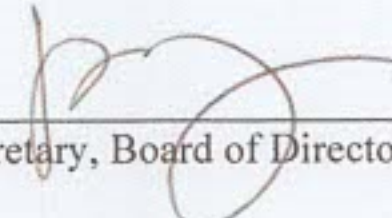
The President then reconvened the meeting in open session at approximately 7:01 p.m. at which time no action was taken by the Board

5. **Adjournment.**

There being no further business to come before the Board, the Board meeting was adjourned at 7:05 p.m.

PASSED, APPROVED and ADOPTED this the 14<sup>th</sup> day of December, 2022.



  
Secretary, Board of Directors