

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

January 11, 2023

The Board of Directors (the "Board" or "Directors") of Galveston County Drainage District No. 2 (the "District") met in regular session on the 11th day of January, 2023 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, thus constituting a quorum. Also attending the meeting were: Mr. Landry Cravens ("District Manager"); Ms. Eva Livy ("Office Administrator"); Ms. Candace Wanen, District office assistant; Ms. Monica A. Garza, attorney, of Radcliffe Bobbitt Adams Polley PLLC ("RBAP"); Mr. Steve Haskins of Protocol Bookkeeping, Inc.; Mr. Stephen Wilcox, P.E. of Costello, Inc.; and Officer Stephen Leacroy. Numerous members of the public were also in attendance. A copy of the sign-in sheet is attached hereto.

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 4:00 p.m. and declared it open for such business as may regularly come before it.

2. Public Comments.

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

3. Minutes of December 14, 2022 Regular Meeting.

The Board then considered approval of the minutes from the regular meeting of December 14, 2022. Upon a motion by Director Hobgood, seconded by Director Murphy, after full discussion and the question being put to the Board, the Board voted unanimously to approve the minutes from the regular meeting of December 14, 2022, as presented

4. New Business.

Regarding the Sunset Grove Sections 5 and 6 project, Mr. Wilcox stated that construction plans have been submitted and reviewed. Mr. Wilcox stated that approximately 27.07 acres of such development will be drained to the District's Ditch 9G system and will require two (2) box culverts to be put in place under Delany Road. Mr. Wilcox then recommended approval of the construction plans by the Board. Upon a motion by Director Hobgood, seconded by Director Ellison, after full discussion and the question being put to the Board, the Board voted unanimously to approve construction plans for Sunset Grove Sections 5 and 6.

5. **Bookkeeping Report.**

Mr. Haskins then presented the Bookkeeper's Reports for January 2023. Mr. Haskins reviewed the District's budget for the Fiscal Year Ending ("FYE") September 30, 2023 and the year to-date expenses incurred by the District, a copy of which is attached hereto.

Mr. Haskins noted that the District received a refund in the amount of \$808.68 from the IRS. Mr. Haskins next reviewed the check listing from December 2022. Mr. Haskins stated that a check made payable to Constable Matthew Cypert was voided due to his absence at the meeting. Mr. Haskins then requested authorization from the Board to transfer \$100,000.00 from the District's money market account to the District's general operating fund.

Regarding Ditch Nos. 6, 8 and 9 accounts, Mr. Haskins recommended arranging a TexPool/TexClass investment account to earn interest. Director Murphy then requested that the bookkeeper reports be distributed ahead of the meeting to the Directors. Mr. Haskins agreed to send the check register and invoices for such checks the Friday before each Board meeting.

Mr. Haskins next reviewed a proposed Amended Budget for the FYE September 30, 2023. Discussion ensued regarding same.

Upon a motion by Director Murphy, seconded by Director Hobgood, after full discussion and the question being put to the Board, the Board voted unanimously to approve the Amended Budget for FYE September 30, 2023, as presented.

6. **Engineer's Report.**

Regarding the Ditch No. 5 Watershed Study, Mr. Wilcox stated that he will have a preliminary model to present to the Board at the February 8th meeting.

Regarding the Ditch Nos. 12 and 13 Watershed Study, Mr. Wilcox reported that the hydraulic model is being prepared. Mr. Wilcox stated that he will have an updated report at the February 8th meeting.

Mr. Wilcox next reported that the preparation of a draft of the new District drainage criteria update has begun.

7. **District Manager's Report.**

Mr. Cravens reported that several staff have returned from vacation. Mr. Cravens further reported that District staff is currently going through equipment inventory and safety checks. Mr. Cravens then noted that he intends to have the District's assistant manager present the District manager report at future meetings.

Mr. Cravens then stated that R&M Services plans to deliver the materials for the roof replacement on January 13. Mr. Cravens then reviewed information relating to the need for the District to purchase or lease a new excavator for ditch maintenance. Extensive discussion ensued regarding options the District to acquire a new excavator.

8. **Attorney's Report.**

Ms. Garza next presented to the Board the District Personnel Policy. Upon a motion by Director Hobgood, seconded by Director Ellison, after full discussion and the question being put to the Board, the Board voted unanimously to approve the District Personnel Policy, as presented.

Ms. Garza then reported that Texas Local Government Code, Section 203.062 and Texas Government Code, Section 403.0241, requires the annual filing of certain financial and tax-related information by all special purpose districts in the Texas Comptroller's Special Purpose District Public Information Database. Upon motion by Director Hobgood, seconded by Director Murphy, after full discussion and the question being put to the Board, the Board voted unanimously to authorize RBAP to file the required financial and tax-related information with the Comptroller.

9. **Directors' Reports.**

Director Murphy reported that she attended the City of La Marque City Council meeting the prior Monday.

10. **Executive Session.**

Pursuant to the provisions of the Texas Open Meetings Act, Chapter 551, Texas Government Code, as amended, specifically Section 551.074 regarding personnel matters, Director Hobgood convened the Board in Executive Session at 5:22 p.m. The persons participating in the Executive Session were all the members of the Board present, Mr. Cravens, and Ms. Garza.

Director Hobgood then reconvened the meeting in open session at 6:03 p.m.

11. **Bookkeeper's Report, Continued**

Upon motion by Director Hobgood, seconded by Director Murphy, after full discussion and the question being put to the Board, the Board voted to: 1) approve the transfer of \$100,000.00 from the District's money market account to the District's general operating fund; and 2) approve the Bookkeeper's Report and payment of the checks contained therein..

12. **Attorney's Report, Continued.**

Upon motion by Director Hobgood, seconded by Director Murphy, after full discussion and the question being put to the Board, the Board voted to postpone discussion regarding engagement of an auditor for Agreed-Upon Procedures Report related to compensation of previous District Office Administrator until a future Board meeting.

13. **Adjournment.**

There being no further business to come before the Board, the Board meeting was adjourned at 6:05 p.m.

PASSED, APPROVED and ADOPTED this the 8th day of February, 2023.



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Secretary, Board of Directors