

# *REGULAR MEETING OF THE BOARD OF DIRECTORS*



January 9, 2025

## **Galveston County Drainage District # 2**

The Galveston County Drainage District # 2 (the "District") Board of Directors (the "Board" or "Directors") met in regular session at 4:01 p.m. on the 9<sup>th</sup> day of January 2025 at 5000 F.M. 1765, La Marque, TX, 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:

- Wayne Hobgood - Chairman
- Jack Ellison Jr. - Vice Chairman
- Angel Murphy - Secretary

There being three members of the Board present, thus constituting a quorum.

### In attendance were:

Landry Cravens, District Manager, Candace Warren, Records Management Officer / Office Administrator for the District, Scott Bounds, Attorney of Olson & Olson LLP, Christian Carner, Bookkeeper of Gulf Coast Bookkeeping, and Detective Matthew Cypert, La Marque Police Department.

### 1. Call Meeting to Order

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

### 2. Public Comments

None.

### 3. Old Business:

#### *a. Approval of December 12, 2024, Regular Meeting Minutes*

Director Hobgood moved to approve the December 12, 2024, Regular Meeting Minutes, and Director Ellison Jr. seconded the motion. Director Murphy gave no vote.

#### *b. Approval of November 14, 2024, Certified Agenda*

Mr. Bounds advised that the top Executive of the Board approves the Certified Agenda. Director Hobgood approved the November 14, 2024, Certified Agenda.

c. *Addition of General Ledger Code 9102 to be added to the Fiscal Year 2025 Budget*

Mr. Cravens stated that the previous attorney recommended that the District formally make a budget amendment to remove General Ledger code 9106 – Administrative Assistant from the budget. After a brief discussion, Director Ellison Jr. motioned to approve the addition of General Ledger Code 9102 to the Fiscal Year 2025 Budget, which Director Hobgood seconded. Director Murphy gave no vote.

4. New Business:

a. *Director's Fees of Office Policy*

Director Hobgood stated that the District's Office used to oversee the Director's Fees of Office reports. He added that he would like it to be managed by the District office again. Director Murphy stated that there should be a separation of church and state. Ms. Carner discussed with the Board that she will submit the Director's Fees of Office tonight because the district office will be closed. She stated the Texas Water Code on the Director Fees of Office was unclear. Mr. Bounds noted the Director's Fees of Office do not have to be approved by the Board, but they do have to be submitted to the District. After a lengthy discussion, with questions being asked of the District's attorney, Director Hobgood directed Mr. Cravens to put the Director Fees of Office Policy back on the agenda next month for action to be taken.

b. *Discussion on Martin Luther King Jr. Day Parade*

Director Hobgood stated that attendance at the Martin Luther King Jr. Day Parade is a great opportunity for members of the Board to be seen and visible in the community. Director Ellison Jr. agreed that employees or anyone who wants to be involved. He stated that the District could use a truck or tractor to participate. Mr. Cravens stated that he would make himself available along with another employee to transport whatever Director wants to participate.

c. *Commemorative Ceremony for the Earnest Solomon Bayou at Ditch 6B*

Director Hobgood discussed that since Mr. Solomon was the first employee with a notable history with the District, this would be a celebratory event to commemorate his employment and to bring recognition to the community of his term served with the District. Director Hobgood stated that because of the historical significance of Mr. Solomon's tenure with the District and his ditch being Ditch 6B, which runs through the Historical District, it deserves media attention. Director Ellison Jr. suggested we meet at one of the dedicated ditch markers. He also mentioned that the district should prepare a presentation on Mr. Solomon's history and accomplishments during his tenure with the District.

5. Bookkeeper's Report:

a. *Review and Approval of Bookkeeper's Report*

Ms. Carner presented the Bookkeeper's Report to the Board. A copy is attached hereto. Director Hobgood motioned to approve the Bookkeeper's Report, with Director Murphy seconding it. All Board members voted unanimously.

b. *Review and Approval of ACH Report and ACH Vendor List*

Ms. Carner presented the ACH Report and ACH Vendor List for approval. A copy is attached hereto. Director Hobgood made a motion to approve the ACH Report and ACH Vendor List, with Director Murphy seconding the motion. All Board members voted unanimously.

c. *Review and Approval of Credit Card Report and Credit Card Vendor List*

Ms. Carner presented the Credit Card Report and Credit Card Vendor List for approval. A copy is attached hereto. Director Hobgood motioned to approve the Credit Card Report and Credit Card Vendor List. Director Ellison Jr. seconded the motion.

Director Murphy gave no vote.

d. *Review and Approval of Money Market Transfer*

Ms. Carner presented the Money Market Transfer for approval. A copy is attached hereto. Ms. Carner requested the Board approve the amount of \$150,000.00. Director Hobgood motioned to approve the Money Market Transfer, with Director Murphy seconding the motion. All Board members voted unanimously.

e. *Review and Approval of Investment Reports & Investment Opportunities*

Mr. Cravens stated that since this is the end of the first quarter of the fiscal year, he would defer to Ms. Carner to finish this report. Ms. Carner discussed the monthly report. After her report, Director Hobgood said Mr. Cravens should prepare the reports going forward. After a brief discussion, Director Hobgood motioned to approve the Investment Reports, with Director Ellison Jr. seconding the motion. A copy is attached hereto. Director Murphy gave no vote.

f. *Review and Approval of Bill Disbursements*

Director Hobgood stated that after reviewing the bills submitted to the Board by Ms. Carner, he would give a motion to approve the Bill Disbursements, except for the mileage reimbursement for Director Murphy to drive to Austin. He stated this was because the meeting in Austin that Director Murphy attended was never budgeted or brought before the Board before it took place. After a detailed discussion with Director Murphy regarding what the Director's Fees of Office Policy currently states, Director Hobgood advised Ms. Carner to deduct the trip's mileage to Austin so Director Murphy could be paid for her mileage in the report submitted for this month. Director Murphy added that her expenses are State-approved. Director Hobgood motioned to approve the Bill Disbursements, contingent on the mileage the Board had not approved. Director Ellison Jr. seconded the motion. Director Murphy gave no vote.

g. *Discussion, Review, and Approval of Director's Fees of Office Disbursements*

Ms. Carner presented the Director's Fees of Office Disbursements and asked for clarification on when the reports should be submitted and paid. She felt it would cause a budgetary issue. Director Ellison Jr. and Director Hobgood expressed that the reports should be submitted to the District office before or at the end of each month *for that month*. Director Hobgood stated that the policy verbiage would need to be in writing to reflect this. He added that Ms. Carner should follow the policy until it is changed. Director Hobgood motioned to approve the Director's Fees of Office Disbursements, contingent on removing the mileage reimbursement Director Murphy submitted for the Austin trip. Director Ellison Jr seconded this vote. Director Murphy gave no vote.

6. Engineer's Report:

No discussion is to take place during this meeting.

7. District Manager's Report:

*District property, facilities, infrastructures, vehicles, equipment, projects, developments, compliance, reporting, and personnel matters.*

On the maintenance side, Mr. Cravens stated that the District's maintenance supervisor went on vacation shortly after our last meeting, so we were working with a small crew. Mr. Cravens also noted that the guys had to repair a fence on Ditch 8 and remove baskets and debris thrown into Ditch 7. On the operating side, the guys are just returning from Christmas vacation, so not much has happened during this time period. Mr. Cravens advised the Board that he had to let an employee go. He also told the Board that the District had obtained the official deed that the District had bid on in the Sheriff's sale for a tract of land along Ditch 13C.

8. Attorney's Report:

a. Real Estate Items to Include:

- Acceptance or Conveyance of Drainage Dedications, Easements, Deeds, or Consents to Encroachment (PAS, LLC)

Mr. Bounds stated that he had nothing to discuss at this meeting.

9. Director's Report:

Director Hobgood stated that he had nothing to discuss, and Director Ellison Jr. and Director Murphy had nothing to discuss.

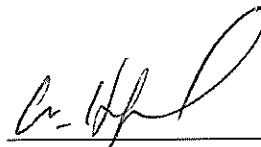
10. Executive Session:

There was no executive session held.

11. Adjournment:

There being no further business, the meeting was adjourned. The time was 5:10 p.m.

PASSED, APPROVED, and ADOPTED this the 13<sup>th</sup> day of February 2025.



Director

