

REGULAR MEETING February 4, 2019

BE IT REMEMBERED THAT ON THIS THE 4th DAY OF FEBRUARY 2019, THERE WAS BEGUN AND HELD A REGULAR SESSION OF WEST BRAZORIA COUNTY DRAINAGE DISTRICT NO. 11 WITH THE FOLLOWING MEMBERS PRESENT:

Willie Sanders, Director Section 1
Mark Ducroz, Director Section 2
Horace Buchanan, Director Section 3
John Phillips, Director Section 4

CONVENING MEETING

President Ducroz convened this Regular Session of West Brazoria County Drainage District No.11 at 4:01 PM finding a quorum present. Director Sanders gave the invocation and President Ducroz led the audience in the Pledge of Allegiance.

PUBLIC APPEARANCES

There were no public appearances.

ORDER NO. 1 – APPROVAL OF MINUTES OF MEETING OF JANUARY, 2019

Motion by Director Phillips, second by Director Buchanan, to approve the January, 2019, meeting minutes. All present voting aye, motion carried.

ORDER NO. 2 – APPROVAL OF THE FINANCIAL REPORT FOR JANUARY 2019

Each director was given a copy of the January 2019 financial report prepared and presented by Ms. Lanehart. The financial report is attached. Motion by Director Buchanan, second by Director Sanders, to accept the January 2019 financial report as presented. All present voting aye, motion carried.

ENGINEER’S REPORT

Engineer Collins reported work on several projects including a draft of a Drainage Criteria Manual. He indicated the manual is about 75% complete. One addition to the manual is a revised letter of no objection to help assure that projects approved are completed according to the submitted plans. He presented a written summary of projects, as well as highlighting certain projects in each section. In addition, he noted that he has received two inquiries concerning solar farms in Director Phillip’s section.

DIRECTOR'S REPORT – DIRECTOR PHILLIPS – SECTION 4

Director Phillips presented his report which is attached to these minutes.

ORDER NO. 3 – WORK TO BE APPROVED – SECTION 4

Motion by Director Phillips, second by Director Buchanan, to authorize Mrs. Cudd to write a second letter to Mr. Carl Daniel, reminding him that he has a natural drainage ditch blocked which causes drainage issues in the area. A previous letter was sent addressing the issue in 2017 but no corrections were made to address the problem. All present voting aye, motion carried.

DIRECTOR'S REPORT - DIRECTOR SANDERS– SECTION 1

Director Sanders presented his report which is attached to these minutes.

DIRECTOR'S REPORT – DIRECTOR BUCHANAN – SECTION 3

Director Buchanan presented his report which is attached to these minutes.

DIRECTOR'S REPORT - DIRECTOR DUCROZ – SECTION 2

Director Ducroz presented his report which is attached to these minutes.

HERBICIDE REPORT

The herbicide report is attached to these minutes.

ORDER NO. 4 – APPROVAL OF ACCOUNTS PAYABLE

Motion by Director Buchanan, second by Director Phillips, to approve payment of bills as presented in the amount of \$16,577.66. A list of bills approved for payment is attached. All present voting aye, motion carried.

ORDER NO. 5– INVESTMENT OFFICER'S REPORT

Director Buchanan reported that \$13,500 was transferred last month from a money market account to the operating account. Based on accounts payable, Mr. Buchanan has requested \$16,500 be transferred from the money market account to the operating account. Motion by Director Buchanan, second of Director Sanders, to transfer \$16,500 from the money market account to the operating account. All present voting aye, motion carried.

ORDER NO. 6 – APPROVAL OF MINUTES OF SPECIAL MEETING OF JANUARY 21, 2019

Motion by Director Buchanan, second by Director Sanders, to approve the January 21, 2019, meeting minutes. All present voting aye, motion carried.

2017 – 2018 AUDIT

Mr. Craig, the district’s auditor, reviewed the audit for the previous year. He issued an unmodified opinion while noting that the district is financially sound. There were a few minor expenditure line items that were over budget, but overall, expenditures were under budget. He also noted that property values have grown significantly in the past four years.

PRECINCT 4 REPORT

Mr. Linder and Mr. Kersh reported that they are working well with WBCDD#11 on drainage issues.

ORDER NO. 7 – APPROVE CHANGES TO POLICIES AND PROCEDURE

Motion by Director Buchanan, second by Director Sanders, to accept the changes submitted by Mr. Buchanan, to policies and procedures, contingent of the approval of the attorney. All present voting aye, motion carried.

UTILITY VEHICLE RECORDS/USAGE

President Ducroz announced that a log book is carried in the unit and divided by section. Each time it is used, the date, time, and location should be recorded. At the end of the fiscal year, the records will be attached for recordkeeping. Maintenance records will also be kept.

ANNOUNCEMENTS

Mrs. Cudd announced that the county engineering department had provided information so that easements in the district can be better indexed and located. Mr. Kersh also agreed to provide each director with a copy of a county road atlas for help in doing their work. The next meeting is scheduled for March 4, 2019.

ORDER NO. 8– ADJOURN

Motion by Director Buchanan, second by Director Phillip, to adjourn the meeting. All present voting aye, motion carried.

President Ducroz adjourned the meeting at 4:40 PM in order to move into Executive Session.

RECONVENE REGULAR MEETING

President Ducroz convened this Regular Session of West Brazoria County Drainage District No.11 at 4:50 PM following the executive session.

ORDER NO. 9 – APPOINT SECTION 9 DIRECTOR

Motion by Director Phillips, second by Director Buchanan, to appoint Mr. Thomas to serve as Section 5 Director. All present voting aye, motion carried.

ORDER NO. 10 – ADJOURN

Motion by Director Buchanan, second by Director Sanders, to adjourn the meeting. All present voting aye, motion carried.

. President Ducroz adjourned the meeting at 4:57 PM in order to move into Executive Session.

MARK DUCROZ, PRESIDENT
DIRECTOR SECTION 2

Attest:

WILLIE SANDERS, SECRETARY
DIRECTOR SECTION 1