

**Minutes  
Of the  
GALVESTON COUNTY  
CONSOLIDATED DRAINAGE DISTRICT**

**REGULAR BOARD MEETING**

**APRIL 11, 2023**

Those Present: Board Members  
Rusty Burkett, Kevin Holland, Don Barcak, Jim Gibson, Theresa Gustafson

Employees:  
Kathy Grace – Administrative Manager  
Joseph Anderson – Operations Manager  
Scott Sheridan – District Engineer

**NOTICE IS HEREBY GIVEN OF THE REGULAR MEETING OF THE GALVESTON COUNTY CONSOLIDATED DRAINAGE DISTRICT ON APRIL 11, 2023, AT 8:00 AM AT THE DISTRICT'S OFFICE LOCATED AT 1605 WHITAKER DRIVE, FRIENDSWOOD, TEXAS.**

**1. CALL THE MEETING TO ORDER**

President Holland called the meeting of April 11, 2023, to order @ 8:00 AM.

**2. PLEDGE OF ALLEGIANCE**

Director Gibson led the Pledge of Allegiance.

- 3. CITIZENS COMMENTS (Members of the public are invited to give comments at this time, lasting no longer than 3 minutes. Comments may be general in nature or may address a specific agenda item, and should be directed at the entire Board, not individual members of Board or staff. Any speaker making personal attacks or using vulgar or profane language shall forfeit his/her remaining time and shall be seated)** Don Johnson informed the Board that appraisal notices are being sent out this week. Jason Jones thank the Board for the process it took in selecting the new Director.

**4. DISCUSSION AND ACTION ITEMS**

- A. Appointment of Director Position 2.

MOTION President Holland appointed Theresa A. Gustafson as the Director of Position 2. Director Gibson seconded the motion.

The motion carried unanimously.

- B. Oath of Office for Director Position 2.

Kathy Grace performed to oath of office for Director Theresa A. Gustafson.

C. Election of Officers for the Board of Directors.

MOTION Director Gibson made a motion to elect Kevin Holland as president, Don Barcak as vice president, Rusty Burkett as secretary and Jim Gibson as treasurer. Director Barcak seconded the motion.

The motion carried unanimously.

D. Review & Take Action on Westland Ranch Section 7 – Final Plat – LJA Engineering.

MOTION Director Barcak made a motion to approve the Westland Ranch Section 7 – Final Plat – LJA Engineering. Director Gibson seconded the motion.

The motion carried unanimously.

E. Review & Take Action on Georgetown Detention Basin Phase 1 – Final Plat – Pape – Dawson Engineers, Inc.

MOTION Director Gibson made a motion to approve the Georgetown Detention Basin Phase 1 – Final Plat – Pape – Dawson Engineers, Inc. Director Burkett seconded the motion.

The motion carried unanimously.

F. Review & Take Action on the agreement with Elizabeth G. Cryder – FM 517 Property and Madera Regional Detention – Agreement to allow the installation of an outfall into the Madera Regional Detention.

MOTION Director Gibson made a motion to approve the agreement with Elizabeth G. Cryder – FM 517 Property and Madera Regional Detention – Agreement to allow the installation of an outfall into the Madera Regional Detention. Director Barcak seconded the motion.

The motion carried unanimously.

G. Approve or Deny the Variance request for 300 W. Viejo – Variance request is to use the attachment 4 process for regional detention.

DISCUSSION Director Burkett stated that he feels like the Board needs to follow the Drainage Criteria Manual and for the property owner provide the drainage plans for on site detention. President Holland and Director Barcak agreed that the Board needs to follow the Drainage Criteria Manual.

MOTION Director Gibson made a motion to Deny the Variance request for 300 W. Viejo – Variance request is to use the attachment 4 process for regional detention. Director Burkett seconded the motion.

The motion carried unanimously.

H. Review & Take Action on the Pay Estimate for DC Contracting Services, LLC in the amount of \$27,900.00 for the Improvements on Eagle Ditch & Falcon Ridge.

MOTION Director Burkett made a motion to approve the Pay Estimate for DC Contracting Services, LLC in the amount of \$27,900.00 for the Improvements on Eagle Ditch & Falcon Ridge. Director Barcak seconded the motion.

The motion carried unanimously.

- I. Review & Take Action on the Pay Estimate for DC Contracting Services, LLC in the amount of \$31,973.25 for the Improvements on Mary's Creek.

MOTION Director Barcak made a motion to approve the Pay Estimate for DC Contracting Services, LLC in the amount of \$31,973.25 for the Improvements on Mary's Creek. Director Burkett seconded the motion.

The motion carried unanimously.

- J. Review & Take Action on the Pay Estimate for DC Contracting Services, LLC in the amount of \$51,484.23 for Improvements on Clear Creek at Quakers Landing.

MOTION Director Gibson made a motion to approve the Pay Estimate for DC Contracting Services, LLC in the amount of \$51,484.23 for Improvements on Clear Creek at Quakers Landing. Director Burkett seconded the motion.

The motion carried unanimously.

- K. Review & Take Action on the Pay Estimate for Proscap Development in the amount of \$45,696.00 for general maintenance.

MOTION Director Gibson made a motion to approve the Pay Estimate for Proscap Development in the amount of \$45,696.00 for general maintenance. Director Barcak seconded the motion.

The motion carried unanimously.

## **5. CONSENT AGENDA**

- A. Approval of the April 11, 2023, Bills
- B. Approval of the March 28, 2023, & April 4, 2023, Special Meeting Minutes

DISCUSSION President Holland asked to add the April 4, 2023, Special Meeting minutes to the consent agenda.

MOTION Director Burkett made a motion to approve the April 11, 2023, Bills & the March 28, 2023, and add the minutes of April 4, 2023, Special Meeting Minutes. Director Barcak seconded the motion.

The motion carried unanimously.

## **6. OPERATIONS MANAGERS REPORT**

- A. Project Updates:  
GCCDD is starting to mow throughout the District.  
DC Contracting continues the improvements on Clear Creek at Quakers Landing.  
DC Contracting continues to perform the de-silting on Eagles Ditch & Falcon Ridge.  
DC Contracting continues the improvements on Mary's Creek.

## **7. ADMINISTRATIVE MANAGERS REPORT**

No Report.

## **8. DISTRICT ENGINEERS REPORT**

Scott gave an update on plan reviews and the Castlewood Flood Control Projects and the Dunbar project and the easement and ROW maps.

**9. CITY COUNCIL LIAISON REPORTS**

- a. City Council Liaison Report. Councilman Griffon reported that the CCWSC meeting is today at 11:00 am.
- b. City Engineer Report. No Report.
- c. Planning & Zoning Liaison Report. No Report.

**10. CITY OF LEAGUE CITY REPORT**

- a. City Council Liaison Report. No Report.
- b. City Engineer Report. Matt gave a report on the Westland Ranch.
- c. Planning & Zoning Liaison Report.
- d. Peggy Zahler Report – Peggy gave a report on Gulf Coast Protection District, and the HB 2416 and the CCWSC..

**11. BOARD OF DIRECTORS REPORT**

Director Holland – President Holland thanked everyone for attending the meeting and encourage everyone to stay involved.

Director Gustafson - Thanked to Board for the appointment to the Board.

Director Burkett - Thanked David Johnson for attending the meeting and for giving an update from the DBWSC.

Director Barcak - No Report

Director Gibson – Director Gibson welcomed Theresa to the Board and that the FM 1959 meeting will be tomorrow at 1:30 pm.

**EXECUTIVE SESSION**

**1. CALL THE MEETING TO ORDER**

**2. EXECUTIVE SESSION**

**A. THE BOARD OF DIRECTORS WILL CONVENE INTO EXECUTIVE SESSION IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODES, PURSUANT TO SECTION 551.072 – DISCUSSION REGARDING REAL PROPERTY.**

**THE BOARD OF DIRECTORS WILL RECONVENE INTO AN OPEN MEETING**

**12. ACTION REGARDING EXECUTIVE SESSION**

**A. CONSIDERATION AND POSSIBLE ACTION REGARDING REAL PROPERTY.**

MOTION Director Barcak made a motion to move forward on the design and engineering on the Imperial Estates project. Director Gustafson seconded the motion.

The motion carried unanimously.

**13. ADJOURNMENT**

MOTION Director Barcak moves for adjournment. Director Burkett seconded the motion. The motion carried unanimously. The meeting adjourned at 9:55 AM.

ATTEST:

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Joseph Anderson – Operations Manager

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Kevin Holland - President