

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

**REGULAR BOARD MEETING**

**MARCH 28, 2023**

Those Present: Board Members  
Rusty Burkett, Kevin Holland, Don Barcak (Absent), Jim Gibson

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 MARCH 28, 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 March 28, 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)**

**4. DISCUSSION AND ACTION ITEMS**

A. Review & Take Action on Westland Ranch Section 7 – Preliminary Plat – LJA Engineering.

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

The motion carried unanimously.

B. Review & Take Action on Magnolia Bayou Drive Phase 2 – Preliminary Plat – LJA Engineering.

MOTION Director Gibson made a motion to approve the Magnolia Bayou Drive Phase 2 – Preliminary Plat – LJA Engineering. Director Burkett seconded the motion.

The motion carried unanimously.

- C. Review & Take Action on the Pay Estimate for DC Contracting Services, LLC in the amount of \$39,050.75 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 \$39,050.75 for the Improvements on Eagle Ditch & Falcon Ridge. Director Gibson seconded the motion.

The motion carried unanimously.

- D. Review & Take Action on the Pay Estimate for DC Contracting Services, LLC in the amount of \$42,324.50 for the Improvements on Mary's Creek.

MOTION Director Burkett made a motion to approve the Pay Estimate for DC Contracting Services, LLC in the amount of \$42,324.50 for the Improvements on Mary's Creek. Director Gibson seconded the motion.

The motion carried unanimously.

- E. Review & Take Action on the Pay Estimate for DC Contracting Services, LLC in the amount of \$66,550.64 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 \$66,550.64 for Improvements on Clear Creek at Quakers Landing. Director Burkett seconded the motion.

The motion carried unanimously.

## **5. CONSENT AGENDA**

- A. Approval of the March 28, 2023, Bills
- B. Approval of the March 14, 2023, Minutes

MOTION Director Gibson made a motion to approve the March 28, 2023, Bills & the March 14, 2023, Minutes. Director Burkett 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.

**9. CITY COUNCIL LIAISON REPORTS**

- a. City Council Liaison Report. No Report
- b. City Engineer Report. Jil gave a report on the city's projects.
- 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, Infrastructure Summit and the CCWSC..

**11. BOARD OF DIRECTORS REPORT**

Director Holland – President Holland thanks Gary Harris for his service as a Director for GCCDD.  
Director Harris - No Report.  
Director Burkett - No Report.  
Director Barcak - No Report  
Director Gibson – Director Gibson thanks Gary Harris for his service as a Director for GCCDD.

**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 AND PURSUANT TO SECTION 551.074 - PERSONNEL MATTERS.**

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

**12. ACTION REGARDING EXECUTIVE SESSION**

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

**B. CONSIDERATION AND POSSIBLE ACTION REGARDING PERSONNEL MATTERS.**

Director Gibson made a motion to approve the annual pay increase for the Administrator Manager in the amount of \$3,250.00. Director Burkett seconded the motion.  
The motion carried unanimously.

**13. ADJOURNMENT**

**MOTION** Director Burkett moves for adjournment. Director Gibson seconded the motion. The motion carried unanimously. The meeting adjourned at 10:25 AM.

ATTEST:

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Joseph Anderson – Operations Manager

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Kevin Holland - President