

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

**REGULAR BOARD MEETING**

**December 10, 2024**

Those Present: Board Members  
Rusty Burkett, David Johnson, Kim Girouard, Jason Jones, Jim Gibson

Employees:  
Kathy Grace – Administrative Manager  
Joseph Anderson – Operations Manager  
Samantha Haritos – Chief Operating Officer of Procurement,  
Partnerships & Strategic Planning  
Scott Sheridan – District Engineer

**NOTICE IS HEREBY GIVEN OF THE REGULAR MEETING OF THE GALVESTON COUNTY CONSOLIDATED DRAINAGE DISTRICT ON DECEMBER 10, 2024, AT 6:00 PM AT THE DISTRICT'S OFFICE LOCATED AT 1605 WHITAKER DRIVE, FRIENDSWOOD, TEXAS.**

**1. CALL THE MEETING TO ORDER**

President Rusty Burkett called the meeting of December 10, 2024, to order @ 6:00 PM.

**2. INVOCATION**

Board Director David Johnson led the invocation.

**3. PLEDGE OF ALLEGIANCE**

Board Director Rusty Burkett led the Pledge of Allegiance.

**4. 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)**

Director Burkett invited attendees to address the Board with comments. No attendees signed up to make comments.

## 5. PRESENTATIONS

- A. Enhancing Flood Resilience with High-Resolution Data – A Collaborative Effort between Galveston County Consolidated Drainage District (GCCDD) and the Texas A&M Institute for Disaster Resiliency (IDRT) – Presented by Dr. Nick Diaz and Dr. Sam Brody

Board Director Rusty Burkett introduced Dr. Nick Diaz and Dr. Sam Brody who presented a PowerPoint Presentation.

## 6. DISCUSSION AND ACTION ITEMS

- A. Approve or Deny the Final Drainage Plan for the SLI Baseball Training Facility

MOTION to Approve: Board Director Jason Jones made the Motion to Approve and Board Director Kim Girouard seconded the motion.

- B. Discussion and Possible Action – GCCDD Design Criteria Manual Changes. (All Changes are for Commercial Developments 20 Acres or Less in Size):
  - i. Commercial Developments of 20 Acres or Less, may Use a 3:1 Horizontal to Vertical Side Slope, provided that a Slope Stability Analysis is Performed, and the Analysis Supports in Situ Slopes
  - ii. Commercial Developments of 20 Acres or Less may use a 15 Foot Maintenance Berm
  - iii. Vertical Walls for Detention Ponds – A Vertical Wall in Lieu of the Required 4:1 Grass Lined Slopes will be Permitted in a Detention Pond if all of the following Requirements are Met:
    - 1. The development is commercial, 20-acres in size or less, and the detention pond is privately maintained.
    - 2. The Applicant shall submit the detailed design and construction plans for the retaining wall signed and sealed by a Structural Engineer registered in the State of Texas.
    - 3. The design of a dry pond must include a 12-foot-wide concrete lined ramp on an 8:1 slope so that maintenance and mowing equipment can access the bottom of the pond. Additionally, concrete landings shall be placed at the bottom and top of the ramp and shall be a minimum of 12 feet in width and length.
    - 4. The floor of the detention pond must have a concrete pilot channel to ensure quick and adequate drying of the bottom of the pond.
    - 5. Wet ponds must have at least two sides of earthen side slope meeting the district's criteria.

6. The required detention volume will be the calculated amount of detention volume required plus 10%.

7. A letter from the city stating that they will maintain the private pond in the event the development fails to maintain said pond.

8. Adequate measures must be incorporated into the design and constructed to prevent pedestrians and vehicles falling into the detention facility.

9. No vertical wall within a detention pond shall be placed within 30-feet of a DISTRICT drainage easement, DISTRICT fee strip, or road right-of-way. In other locations where a vertical wall is not adjacent to a road or DISTRICT facility, a 3-foot safety setback is required. Permanent improvements within this 3-foot safety setback shall be limited to guard-rails, fencing, and other safety measures.

iv. Walking Trails, Landscaping, and Sitting Benches are Allowed within Private Commercial Detention Ponds and Maintenance Berms.

MOTION to Approve with Modification: Board Director Burkett suggested the Motion be Approve be revised to include the Modification "District will allow 3:1 Horizontal to Vertical Side Slopes with a Supporting Slope Stability Analysis Approved by the District Engineer, otherwise Requirement will Revert to a 4:1 grass side slope as per District's existing Criteria Manual requirements. Director Johnson made a Motion to Approve with Modification and Director Gibson Seconded the Motion.

Motion to Approve passed unanimously.

C. Discussion & Possible Action – Adjust Signature Block on Preliminary Plats and Plans and the Signatory Authority Stated in the Design Criteria Manual to Include the Chief Executive Officer, Paige Bailey and/or the Chief Operating Officer, Samantha Haritos.

MOTION to Discuss: Director Girouard made a Motion to Discuss. Director Johnson Seconded the Motion.  
MOTION to Approve: Motion to Approve passed unanimously.

D. Discussion & Possible Action – Enact a GCCDD Computer & Electronic Devices Policy

MOTION to Discuss: Motion made by Director Girouard and Seconded by Director Johnson.  
MOTION to Enact: Motion to Enact passed unanimously.

E. Discussion & Possible Action – TikTok Policy for Government Devices in Compliance with Texas Legislature S.B. 1893

MOTION to Discuss: Motion made by Director Girouard to Discuss and Seconded by Director Johnson.  
MOTION to Enact: Motion to Enact passed unanimously.

## 7. RESOLUTIONS

- A. **Resolution 2024-5:** A Resolution of the Board of Galveston County Consolidated Drainage District, Texas, Authorizing the Board President to Execute the Subrecipient Agreement for TDEM-Administered Grant Awards with Texas Division of Emergency Management

MOTION to Discuss: Motion to Discuss made by Director Johnson. Motion Seconded by Director Gibson.  
MOTION to Approve: Motion to Approve passed unanimously.

- B. **Resolution 2024-6:** A Resolution Stating that No Individual Shall Serve as a Board Member of the District for more than 3 Terms of 4-Years Each or a Cumulative Total of Twelve (12) Years. This Limit shall Apply Regardless of whether the Years Served are Consecutive or Non-Consecutive.

MOTION to Approve: Motion to Approve passed unanimously.

## 8. CONSENT AGENDA

- A. Approval of the December 10, 2024, Bills  
B. Approval of the November 12, 2024, Minutes

Director Burkett proposed minor revisions to the November 12, 2024 Minutes.

MOTION to Approve with Corrections: Director Gibson made a Motion to Approve. Director Girouard Seconded the Motion.

The Consent Agenda passed unanimously.

## 9. OPERATIONS MANAGERS REPORT

Operation Manager Joseph Anderson provided an update on operations and maintenance. Starting to get back to mowing after recent wet weather. Castlewood Detention Project still needs slope paving on outfalls and hydromulching. Wet weather has prevented completion. Thanked everyone for attending the Christmas Party and wished everyone a Merry Christmas.

## 10. ADMINISTRATIVE MANAGERS REPORT

No report.

## 11. DISTRICT ENGINEERS REPORT

District Engineer Scott Sheridan provided a brief update. Busy month. Just signed Georgetown Preliminary Plats. Have had several reviews coming in. The barge and trailer are awaiting the fifty percent deposit payments. We will not need to keep any spare parts on hand as most parts can be locally sourced.

## 12. CHIEF OPERATING OFFICER – PARTNERSHIPS, PROCUREMENT, & STRATEGIC PLANNING

COO Samantha Haritos provided an update. District has been busy moving forward with the Hazard Mitigation

Plan. Staff has been providing documentation and stakeholder lists. The Disaster Recovery Grant information is due January 8<sup>th</sup> for Hurricane Beryl. We have a follow up meeting with representatives from FEMA. There are a few upcoming grant opportunities that we are looking into.

### 13. GENERAL COUNSEL & CHIEF EXECUTIVE OFFICER OF OPERATIONS

CEO Paige Bailey will be starting January 6th, 2025. She is very excited to join the District in January.

### 14. CITY OF FRIENDSWOOD REPORTS

- a. **City Council Liaison Report.** Not in Attendance.
- b. **City Engineer Report.** City Engineer Jil Arias gave an update. At the January Council Meeting will hopefully be approving the Master Drainage Plan contractors. Will be meeting with the District one on one to get input in the upcoming year. Friendswood Trails is nearly finished with 4A, 3A, 4B, 5A. Texas New Mexico is installing their electric. Anticipates they will be done in the next few weeks. The City has had discussions with Georgetown and will be modifying a Utility Agreement in the next few months which will allow Georgetown to move forward.
- c. **Planning & Zoning Liaison Report.** Not in Attendance.

### 15. CITY OF LEAGUE CITY REPORTS

- a. **City Council Liaison Report.** Not in attendance.
- b. **City Engineer Report.** Assistant City Engineer Matt Brown gave an update on ongoing work in League City including West Land Ranch and Muldoon Parkway and in the southern portion: Magnolia Bayou Drive and the Lakes of Westland Ranch Subdivision. Legacy Development is moving full steam ahead with roadways and ponds continue to be excavated.
- c. **Planning & Zoning Liaison Report.** No P&Z Liaison in attendance.

### 13. BOARD OF DIRECTORS REPORT

**Jim Gibson** – Attended the Clear Creek Steering Committee Meeting and learned that Dickinson received money from the General Land Office. Will be meeting with the City of Friendswood on Thursday to discuss the Interlocal Agreements. If we are unable to come to an agreement would like to move forward on Forest of Friendswood. Wished everyone a Merry Christmas.

**David Johnson** – Wished everyone a Merry Christmas. Proud of the progress that the Board has made. He's learned a lot from fellow Board Members and staff. Thanked several people in attendance.

**Kim Girouard** – Merry Christmas everyone. Has learned a lot and looks forward to continued learning and is excited to see what the future brings.

**Jason Jones** - We have learned a lot and have a lot left to learn. Merry Christmas and Happy New Year.

**Rusty Burkett** – Merry Christmas.

**14. EXECUTIVE SESSION**

**1. CALL THE MEETING TO ORDER**

**2. EXECUTIVE SESSION**

**A. THE BOARD OF DIRECTORS WILL CONVENE INTO A CLOSED MEETING, PURSUANT TO TEX. GOV'T CODE SECTION 551.071 – CONSULTATION WITH ATTORNEY.**

**15. ADJOURNMENT**

MOTION to Adjourn. Director Burkett moves for adjournment. Director Girouard seconded the motion. The motion carried unanimously. The meeting was adjourned at 8:15 PM.

ATTEST:

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Joseph Anderson – Operations Manager

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Rusty Burkett – President