

**DRAFT**

**Minutes of the Regular Monthly Meeting  
Of the Board of Directors of  
Brazoria County Drainage District # 5  
September 14, 2020**

Members Present: Lee Walden, P.E., President  
Kerry L. Osburn, Vice President  
Mark Roller, Sectary/ Treasurer

Board Officials Present: Robert Vincent Jr., Superintendent  
Melinda Bahr, Director of Admin. Services

Others Present: Thomas Arnold- EHRA, Tyler Broom, Brandon Middleton.

**\*\*\*Minutes were taken from CD disk \*\*\***

**1. Call to Order, Invocation and Pledge of Allegiance**

Commissioner Walden called the meeting to order at 3:00 P.M. A quorum was present.  
Commissioner Walden led the Pledge of Allegiance.

**2. Recognition of Guest- Public Forum Comments**

**3. Approval of Minutes**

A. Regular Monthly Meeting/August 3, 2020

- Commissioner Roller move to approve the minutes for August 3, 2020 regular monthly meeting as presented to the board.
- Commissioner Osburn seconded the motion with no further discussion the motion passed with a vote of 3 ayes and 0 nays.

B. Special Call Meeting/ August 3, 2020

- Commissioner Roller move to approve the minutes for August 3, 2020 special call meeting as presented to the board.
- Commissioner Osburn seconded the motion with no further discussion the motion passed with a vote of 3 ayes and 0 nays.

C. Special Call Meeting/ August 10, 2020

- Commissioner Roller move to approve the minutes for August 10, 2020 special call meeting as presented to the board.
- Commissioner Osburn seconded the motion with no further discussion the motion passed with a vote of 3 ayes and 0 nays.

D. Special Call Meeting/ August 17, 2020

- Commissioner Roller move to approve the minutes for August 17, 2020 special call meeting as presented to the board.
- Commissioner Osburn seconded the motion with no further discussion the motion passed with a vote of 3 ayes and 0 nays.

**4. Reports**

A. Robert Vincent Jr., Superintendent

- Mr. Vincent informed the board Mr. Eversole's mother passed away. He will be off the rest of the week.
- Mr. Vincent stated the men have mowed the road ditch on CR 65 (the District's portion).

B. Melinda Bahr, Director of Admin. Services

- No report.

- C. Adam Eversole, Field Forman
  - Did not attend.
- D. Jarrod Aden, District Engineer
  - Did not attend.
- E. Board Officials
  1. Commissioner Osburn
    - Mr. Osburn stated DD4 will not have any Link Belts for sale this year.
  2. Commissioner Roller
    - No report.
  3. Commissioner Walden
    - No report.

## **5. Drainage Plans under review**

### **Jarrod Aden P.E., CFM**

- A. Pradera Oaks – Ultimate Build out B190013/ Report/ Final
  - Commissioner Roller moved to approve the final report for Pradera Oaks Ultimate Build out B190013.
  - Commissioner Osburn seconded the motion with no further discussion the motion passed with a vote of 3 ayes and 0 nays.
- B. Meridiana Section 29 B200021/ Plan/ Final
  - Commissioner Roller moved to approve the final plan Meridiana Section 29 B200021.
  - Commissioner Osburn seconded the motion with no further discussion the motion passed with a vote of 3 ayes and 0 nays.
- C. Pradera Oaks Section 5 B200036/ Plan/ Final
  - Commissioner Roller moved to approve the final plan Pradera Oaks Section 5 B200036.
  - Commissioner Osburn seconded the motion with no further discussion the motion passed with a vote of 3 ayes and 0 nays.
- D. Meridiana Cumulus Drive Phase I B200020/ Plat/ Final
  - Commissioner Roller moved to approve the final plat Meridiana Cumulus Drive Phase I B200020.
  - Commissioner Osburn seconded the motion with no further discussion the motion passed with a vote of 3 ayes and 0 nays.
- E. Meridiana Section 29 B200021/ Plat/ Final
  - Commissioner Roller moved to approve the final plat Meridiana Section 29 B200021.
  - Commissioner Osburn seconded the motion with no further discussion the motion passed with a vote of 3 ayes and 0 nays.
- F. Meridiana Cumulus Drive Phase I B200020/ Plan/ Final
  - Commissioner Roller moved to approve the final plan Meridiana Cumulus Drive Phase 1 B200020.
  - Commissioner Osburn seconded the motion with no further discussion the motion passed with a vote of 3 ayes and 0 nays.

## **6. Drainage Plans Final Construction Inspections**

**Llarance Turner, P.P.L.S**

**Jarrod Aden P.E., CFM**

## **7. New Business**

- A. **Discussion, Consideration & Possible Action** – Accept interlocal agreement with the City of Manvel.
  - Commissioner Roller moved to accept the interlocal agreement with the City of Manvel.
  - Commissioner Osburn seconded the motion with no further discussion the motion passed with a vote of 3 ayes and 0 nays.
- B. **Discussion, Consideration & Possible Action** – Sand pit ordinance added to Guidelines Rules and Regulations and that all concentrated deposits of

water stormwater or groundwater into a District drainage facility requires a permit from the District.

- Commissioner Roller moved to accept the Sand Pit ordinance added to the Guidelines Rules and Regulations and that all concentrated deposits of water stormwater or groundwater into a District drainage facility requires a permit from the District.
  - Commissioner Osburn seconded the motion with no further discussion the motion passed with a vote of 3 ayes and 0 nays.
- C. Discussion, Consideration & Possible Action** – Discuss a study for Brunner Ditch extension down to CottonWood Bayou.
- Commissioners discussed holding a meeting with the County Commissioners and the State Representative on the benefits of extending Brunner Ditch.
- D. Discussion, Consideration & Possible Action** – New Hire/ William Fenner III and Justin LeCompte.
- Commissioner Roller moved to approve the new hire of William Fenner III and Justin LeCompte.
  - Commissioner Osburn seconded the motion with no further discussion the motion passed with a vote of 3 ayes and 0 nays.
- E. Discussion, Consideration & Possible Action** – Drainage Easement/ Pradera Oaks Subdivision/ Easement access 0.3199-acre tract to Ditch 315-00-00/ Easement access two (2) 0.1882-acre tract to Ditch 315-00-00.
- Commissioner Roller moved to accept the drainage easements from Pradera Oaks Subdivision for the access on a 0.3199-acre tract to Ditch 315-00-00/ access two (2) 0.1882-acre tract to Ditch 315-00-00.
  - Commissioner Osburn seconded the motion with no further discussion the motion passed with a vote of 3 ayes and 0 nays.
- F. Discussion, Consideration & Possible Action** – Adopt Budget 2020-2021
- Commissioner Roller moved to adopt the Budget of \$2,045,970.16 with the addition of \$120,000.00 from Reserve for a final Budget of \$2,165,970.10 for 2020-2021.
  - Commissioner Osburn seconded the motion with no further discussion the motion passed with a vote of 3 ayes and 0 nays.
- G. Discussion, Consideration & Possible Action** - Adopt Tax Rate 2020
- Commissioner Roller moved to adopt the Tax Rate of 0.142736 for 2020.
  - Commissioner Osburn seconded the motion with no further discussion the motion passed with a vote of 3 ayes and 0 nays.
- H. Discussion, Consideration & Possible Action** –2021 Meeting Dates
- Commissioner Roller moved to accept the 2021 meeting dates.
  - Commissioner Osburn seconded the motion with no further discussion the motion passed with a vote of 3 ayes and 0 nays.
- I. Discussion, Consideration & Possible Action** – 2021 Holiday Schedule
- Commissioner Roller moved to accept 2021 Holiday Schedule.
  - Commissioner Osburn seconded the motion with no further discussion the motion passed with a vote of 3 ayes and 0 nays.
- J. Discussion, Consideration & Possible Action** – BCDD5 Website creation, management and hosting Bid.
- Commissioner Roller moved to accept the website creation, management and hosting bid from Adrian Gengo for \$4,000.00.
  - Commissioner Osburn seconded the motion with no further discussion the motion passed with a vote of 3 ayes and 0 nays.
- K. Discussion, Consideration & Possible Action** – Discuss new office and meeting room building.
- Commissioners Discussed the new office and meeting room building. No action taken.

8. **General Business**

- A. Payment of Vouchers for August 2020.
  - Commissioner Roller moved to approve the vouchers for August 2020.
  - Commissioner Osburn seconded the motion, with no further discussion the motion passed with a vote of 3 ayes and 0 nays.

9. **Executive Session: Reconvene in executive session as authorized by the Texas Open Meeting Act**, Texas Environment Code, Chapter 55, specifically including Sections 551.071, 551.072, 551.074, and 551.076, as appropriate:

- A. Consultation with the District's council, including matters of pending, contemplated or threatened litigation.
  - a. State v. GR-M1. LTD,et
    - No action taken.

10. **Adjournment**

- Commissioner Walden adjourned the meeting at 5:15 pm.

Approved:

\_\_\_\_\_  
Lee Walden/ President

Witnessed:

\_\_\_\_\_  
Mark Roller/ Secretary