

September 08, 2025
San Benito, Texas

A meeting of the Board of Directors of Cameron County Drainage District No. 3 convened on September 08, 2025, at 2:00 p.m. at the office of the District, pursuant to notice duly given as required by law. Present were Ronaldo Garcia, President and Jason Shafer, Director; Carla Marin-Toriz, General Manager; Ben Escobar, Assistant Manager; Jack Brown, Engineer; and Freddie Ortega, Maintenance Superintendent. President Garcia called the meeting to order and presided.

1. Minutes. The minutes for August 18, 2025 meeting were presented and reviewed. A motion was made and seconded that the Minutes of August 18, 2025 meeting be approved. Following a discussion, the motion unanimously carried.
2. Public Comment Period. No one appeared. No written comments were received.
3. Subdivision Approvals.
 - 3.1. Veterans Crossing Subdivision, being 34.93 ac. out of Block 136, SBL&WCo. Owner Mago Development, LLC, Plat preparer Moore Lande Surveying. The plat was presented and reviewed. The motion was made and seconded that the plat of Veterans Crossing Subdivision receive preliminary and final approval, the motion unanimously carried.
 - 3.2. Tierra Prometida Subdivision, being 5.13 ac. out of Block 121, SBL&WCo. Owner Velas 4 Star, LLC, Plat preparer Rios Surveying. The plat was presented and reviewed. The motion was made and seconded that the plat of Tierra Prometida Subdivision receive preliminary and final approval, the motion unanimously carried.
 - 3.3. Camino Seven Subdivision, being 7.13 ac. out of Lots 5 and 6, Resaca Front Subdivision, Owner AP Growth Properties, Plat preparer Rios Surveying. The plat was presented and reviewed. The motion was made and seconded that the plat of Camino Seven Subdivision receive preliminary and final approval, the motion unanimously carried.
 - 3.4. Rubicion Ranch Subdivision, being 1 ac. out of Block 106, SBL&WCo. Owner Abel Lopez Jr. and Milagros Lopez, Plat preparer Rios Surveying. The plat was presented and reviewed. The motion was made and seconded that the plat of Rubicon Ranch Subdivision receive preliminary and final approval, the motion unanimously carried.
 - 3.5. Caylee's Court Subdivision Ph. I, being 4.42 ac. out of Block 138, Fresnos Land & Irrigation Co., owner Cecilio Cavazos, Plat preparer Ferris, Flynn & Medina. The plat was presented and reviewed. The motion was made and seconded that the plat of Caylee's Court Subdivision Ph. I receive preliminary and final approval, the motion unanimously carried.
4. Annexation and Donation of Drains.
 - 4.1. Donations.
 - 4.1.1. Drain C-Right/Drain C-Left/Lateral V, Block 148, San Benito Land & Water Company Subdivision–Donation of Lateral North of Haine Drive and fix boundary of drain. The agreement is with the Attorney close to completion.
5. Tax Rate. Public Hearing on proposed 2025 Tax Rate.

President Garcia opened the public hearing on the 2025 proposed tax rate. It was noted that the Notice of Public Hearing was published in the August 22, 2025 edition of the San Benito News

and on the District's website. No one appeared. It was noted that the proposed budget requires the tax rate for calendar year 2025 be \$0.137671 per \$100 valuation. The motion was made and seconded to close the public hearing. Following a discussion, the motion was carried and President Garcia declared the public hearing closed.

6. Budget for fiscal year beginning October 01, 2025. The budget proposed at the August 18, 2025 meeting was presented. The motion was made by President Garcia and seconded by Jason Shafer that the following Budget for the fiscal year beginning October 01, 2025 and ending September 30, 2026 be adopted:

REVENUE:		<u>2025</u>
3050	Current tax revenue	\$4,814,746.00
3051	Delinquent tax revenue	\$145,262.00
3052	Supplemental tax revenue	\$10,000.00
3060	Penalties and interest	\$99,000.00
3065	Less: NSF Chargeback	(\$12,416.00)
3080	Discounts	(\$99,336.00)
3081	Errors & Adjustments	(\$85,346.00)
3082	Refunds	(\$41,000.00)
3085	Tax Collection Expense	(\$68,924.00)
TOTAL TAX REVENUE		\$4,761,986.00
3090	Miscellaneous revenue	\$17,000.00
3093	Mowing Contract Services	\$180,000.00
3098	Interest on certificates of deposit	\$200,000.00
4820	Interest income	\$35,000.00
4860	Sale of Assets	\$5,000.00
		Total \$437,000.00
TOTAL REVENUE		\$5,198,986.00
Estimated Fund Balance October 01, 2025		\$7,677,000.00
AMOUNT AVAILABLE FOR APPROPRIATION		\$12,875,986.00
EXPENSES:		
Operating Expenses:		\$2,918,480.00
Capital Outlay:		\$1,260,000.00
Infrastructure Projects:		\$7,244,000.00
TOTAL EXPENSES		\$11,422,480.00

OPERATING EXPENSES

2025 Budget

4010	Office Salaries	\$ 350,000.00
4020	Director's fees	\$ 21,600.00
4030	General Manager service	\$ 120,000.00
4070	Other Salaries	\$ 950,000.00
4080	Social Security Taxes	\$ 113,600.00
4081	Medicare Expenses	\$ 20,000.00
4090	Unemployment Taxes	\$ 5,000.00
4100	Retirement System Expense	\$ 156,200.00
4110	Workman's Compensation	\$ 17,000.00
4115	Insurance Expense	\$ 60,000.00
4125	Health Insurance Expense	\$ 313,000.00
4130	Janitorial Service	\$ 5,000.00
4140	Audit Expense	\$ 13,000.00
4150	Legal	\$ 15,000.00
4152	Elections	\$ -
4165	Appraisal District Fees	\$ 69,000.00
4175	Survey and Engineering	\$ 10,000.00
4180	Office Expense	\$ 15,000.00
4182	Physicals	\$ 1,000.00
4192	Chemicals/Operating Expense	\$ 1,500.00
4195	Safety Supplies	\$ 3,000.00
4200	Seminars and Training	\$ 15,000.00
4201	Member Dues	\$ 2,000.00
4220	Fuel - Autos	\$ 20,000.00
4230	Fuel - Equipment	\$ 185,000.00
4240	Repairs - Pipelines and Structures	\$ 43,000.00
4245	Uniforms	\$ 8,000.00
4246	Interlocal CCID 2	\$ 3,600.00
4250	Repairs - Autos	\$ 17,000.00
4260	Repairs - Equipment	\$ 250,000.00
4261	Tire Collection/Disposal	\$ 20,000.00
4262	GPS	\$ 10,000.00
4263	Machine Moves	\$ 50,000.00
4265	Tools - Warehouse	\$ 2,500.00
4270	Other Repairs	\$ 3,000.00
4290	Utilities	\$ 20,000.00
4330	Miscellaneous Expense	\$ 10,000.00
4331	ACH Direct Deposit Fees	\$ 480.00
		\$ 2,918,480.00

CAPITAL OUTLAY:

4345	Office Equipment	\$ 10,000.00
4344	Autos and Trucks	\$ 200,000.00
4343	Heavy Equipment	<u>\$1,050,000.00</u>
TOTAL CAPITAL OUTLAY		\$1,260,000.00

INFRASTRUCTURE PROJECTS:

4342	Sites (office/warehouse site)	\$ 30,000.00
4346	CSB-DMP-FMA Project	\$ 50,000.00
4347	Easements & ROW	\$ 50,000.00
4349	Storm Water Modeling	\$ 50,000.00
4350	Green Valley Farms Project	\$ 55,000.00
4356	Drain E	\$ 500,000.00
4357	Storm Permitting	\$ 9,000.00
4358	Bent Tree	\$ 200,000.00
4360	East Line Relief	\$5,000,000.00
4364	Drain B2 (at Pennsylvania)	\$1,100,000.00
4365	FIF Project	<u>\$ 200,000.00</u>
TOTAL INFRASTRUCTURE PROJECTS		\$7,244,000.00

Following a discussion, the motion unanimously carried.

7. Tax Rate. Calendar Year 2025. The motion was made and seconded that BE IT RESOLVED BY THE BOARD OF DIRECTORS OF CAMERON COUNTY DRAINAGE DISTRICT NO. 3, that a tax rate of \$0.137671 per \$100 valuation is adopted for Cameron County Drainage District No. 3 for calendar year 2025. Following a discussion, the motion unanimously carried.
8. Audit of Fiscal Year ending September 30, 2024. The Engagement Letter for the audit of fiscal year ending September 30, 2024 was submitted by Accountant Roberto Lopez and signed by President Garcia. The auditor has commenced the audit.
9. Projects.
 - 9.1. East Line Relief Drain Project. Attorney Dossett is still preparing the land acquisitions for the parcels.
 - 9.2. Drain B-1 and Drain B-2 Interconnect. The acceptance status of the FEMA FMA grant has been approved, waiting on the funds.
 - 9.3. Drain B-2–Upgrade of Pennsylvania Boulevard Road Crossing. Scheibe Consultants is working on the design.
 - 9.4. Rancho Grande Diversion Project/Drain A Bypass Extension to River – Installation of Structure at Outfall. Engineer Brown received proposal on the scada system from Rubicon, the gate was ordered but still pending.
 - 9.5. Drain E-Notice of drain ROW in old CPL power plant property. There have been no updates from Attorney Dossett.
10. Discuss and possible action with respect to ERHWSC ROW request near FM 2925. Jack is still

working on the plans to reflect ERHWSC request to put a water line over the top of the boxes, but stated the plans should be completed by next Board meeting for review.

11. License Agreements/Rights-of-Way/Permits/Interlocal Corporation Agreements.

No license agreements to be discussed.

12. Reports.

12.1 Financial.

12.1.1 Financial Report for Month of August 2025. Presented and reviewed.

12.1.2 Financial Report for Fiscal Year through August 31, 2025. Presented and reviewed.

12.2 Manager.

12.2.1 ADP payroll system. The District is in the process of converting from Microsoft Access, our current payroll system, to ADP payroll system. This conversion should be complete before the end of the year 2025. The District's current workweek goes from Thursday to Wednesday with a payday of Thursday. With the new ADP payroll system the workweek will be from Wednesday to Tuesday with a payday of Friday. Direct deposits will go directly to the employee's accounts on that date. Direct deposit is free of charge, however, a fee will apply for payments issued by paper check. The fees will be split between CCID #2 and CCDD #3.

12.3 Attorney.

12.3.1 Legislation House Bill No. 46. Attorney Dossett stated that the Comptroller will have to configure spending limitations and they have until August 2026.

12.4 Engineer. All matters discussed under other agenda items.

12.5 Drain Supervisor. All matters discussed for work done in the month of August.

13 Payment of Accounts, Wages, and Directors' Services.

13.1 A motion was made and seconded to ratify the issuance of the following checks issued between August 11, 2025, meeting and this meeting, the motion was unanimously carried.

15718	TX Child Support	child support	\$397.39
15719	Aflac	insurance	\$354.48
15720	ERHWS	water bill	\$81.80
15721	Holt	machine repairs	\$1,818.79
15722	Matt's Cash & Carry	drain repairs	\$20.03
15723	Pitney Bowes	postage for meter	\$303.00
15724	Rio Grande Steel	machine repairs	\$130.64
15725	Rey's Tire Service	flat repairs	\$100.00
15726	T & W Tire	machine repairs	\$280.05
15727	Texas State Alarm	alarm monitoring	\$139.96
15728	TX Child Support	child support	\$397.39

15729	Wilcac	insurance	\$21.67
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Following a discussion, the motion was unanimously carried.

13.2 A motion was made and seconded to issue the following checks:

15730	Anderson Equipment	lease payment 2	\$6,013.41
15731	Allstate	insurance	\$74.67
15732	Diaz, Daniel	phone allowance	\$45.00
15733	ERHWS Corp	water bill	\$91.80
15734	First Community Bank	petty cash	\$131.66
15735	Hollon Oil Company	Def/hyd oil	\$626.70
15736	Holt Co. of Texas	machine repairs	\$3,629.22
15737	Linde Gas & Equipment	haz mat gas	\$46.12
15738	Marin-Toriz, Carla	curative health	\$767.22
15739	Matheson Tri*Gas	acetylene oxygen	\$272.04
15740	McCoy's	tools	\$351.44
15741	Ortega, Federico	phone allowance	\$45.00
15742	Pico Propane	O/R diesel	\$27,485.69
15743	Rey's Tire Service	flat repairs	\$185.00
15744	Southern Tire Mart	machine repairs	\$1,925.54
15745	South Texas Bolt & Supply	machine repairs	\$278.80
15746	Solorio, Nelda	janitorial	\$506.60
15747	T & W Tire	machine repairs	\$280.05
15748	Trevino, Lucinda	janitorial	\$461.60
15749	UniFirst	uniforms	\$1,058.72
15750	Dainamik	GPS monitoring	\$595.00
15751	Gateway Printing	office supplies	\$96.59
15752	Iafsa USA	machine repairs	\$8,495.01
15753	John Deere Financial	machine repairs	\$9,144.31
15754	O'Reilly Auto Parts	machine repairs	\$1,921.21
15755	Pitney Bowes	pstage meter	\$226.50
15756	Republic Services	tire/trash disposal	\$8,535.34
15757	Wylie Case	machine repairs	\$1,429.16
15758	Scheibe Consulting, LLC	FMA grant	\$50,691.25
15759	Scheibe Consulting, LLC	engineering	\$13,035.00

Following a discussion, the motion was unanimously carried.

Adjournment. There being no further business, the meeting was adjourned.

Ronaldo Garcia, President

Jason Shafer, Secretary