

August 12, 2024
San Benito, Texas

A meeting of the Board of Directors of Cameron County Drainage District No. 3 convened on August 12, 2024, at 2:00 p.m. at the office of the District, pursuant to notice duly given as required by law. Present were Ronaldo Garcia, Matthew McCarthy, and Jason Shafer, Directors; Craig M. Harmon, General Manager; Jack Brown, Engineer; Freddie Ortega, Maintenance Superintendent; and B. R. Dossett, Attorney. President Garcia called the meeting to order and presided.

1. Minutes. The Minutes of the July 11, 2024 meeting were presented and reviewed. The motion was made and seconded that the Minutes of the July 11, 2024 meeting be approved. Following a discussion, the motion carried.
2. Public Comment Period. No one appeared. No written comments were received.
3. Subdivisions. No subdivision plats were presented.
4. Audit: Audit of Fiscal Year Ended September 30, 2023. Audit of the fiscal year beginning October 1, 2022 and ended September 30, 2023. It was noted that the current fiscal year ends on September 30, 2024.
5. Budget—Proposed for Fiscal Year Beginning October 1, 2024 and Ending September 30, 2025. A proposed budget for the Fiscal Year beginning October 1, 2023 was presented and discussed. The motion was made and seconded that the proposed budget be accepted and final action on the proposed budget be taken at a meeting to be held on August 26, 2024 at 2:00 p.m. Following a discussion, the motion unanimously carried.
6. Tax Rate for 2024. It was proposed that the District adopt a tax rate of \$0.144350 per \$100 valuation for calendar year 2024. The motion was made and seconded that the proposed tax rate of \$0.144350 per \$100 valuation for calendar year 2024 be accepted, final action on the proposed tax rate be taken at the meeting to be held on August 26, 2024 at 2:00 p.m., and the required notice of public hearing on tax rate be published as required by law. Following a discussion, the motion carried. It was noted that the Tax Code, as amended, requires that a person be designated to calculate the No-New-Revenue Tax Rates and Voter Approval Rates and to certify the Tax Rate Calculation Worksheets for the District, and that by the Resolution adopted by the Board on January 15, 2024, a Certificate of Resolution-General Manager being recorded on January 16, 2024 at Document # 2024-1558, Official Records of Cameron County, Texas, that the Drainage District's General Manager, presently Craig M. Harmon, is the person designated to calculate the No-New-Revenue Tax Rates and Voter Approval Rates and to certify the Tax Rate Calculation Worksheets for the District.
7. Annexation of Territory and Donation of Drains.
 - 7.1 Donation—Offer of Frank Russell to Donate to District the Drain and Canal Right-of-Way Shown Along East and South Sides of South 281 Subdivision [Cabinet 1, Pages/Slots 2118-B, 2119-A & B, Map Records]. Metes and bounds description of the land to be donated still has not been provided.
 - 7.2 Annexation—Request of Yountville Holdings, LLC, Owner, that District Annex 3,060.089 Acres Out of Share 22, Espiritu Santo Grant. Petition for Annexation still not submitted. No action.
 - 7.3 Donation—Drains in 3,060.089 Acres Out of Share 22, Espiritu Santo Grant, Owner: Yountville Holdings, LLC. Deed conveying drains to the District not presented. No action.
 - 7.4 Drain C-Right/Drain C-Left/Lateral V, Block 148, San Benito Land & Water Company Subdivision—Donation of Lateral North of Haine Drive. Agreement with Town and County Townhomes, Inc. still not finalized.
8. Equipment.

- 8.1 Mower-Max Brushcutters. The manufacturer repaired and returned DD#38. The machine is back in service.
- 8.2 Backhoe–2024 John Deere Backhoe, Model No. 410 SL, purchased at May 10, 2024 meeting. The Dealer anticipates that the machine will be delivered late this month.
- 8.3 Disposal of Equipment. No change in status. Units DD#7, DD#20, DD#21, and DD#24 are still being offered for sale. The District has received no bids for these machines.
- 9. Rancho Grande Diversion Project/Drain A Bypass Extension to River–Installation of Structure at Outfall.
 - 9.1 Gate. A bid in the amount of \$63,000.00 for one actuator, installed, submitted by Rubicon was reviewed. The motion was made and seconded that the bid submitted by Rubicon for one actuator to be installed at the gate at the River be accepted. Following a discussion, the motion carried.
 - 9.2 Pump. It was noted that when the gate is closed, the drain becomes a detention basin. There was a discussion about whether a pump should be installed. The Engineer was directed to study whether a pump is needed.
- 10. Projects.
 - 10.1 East Line Drain Relief Project 2012. Letters to landowners still not finalized.
 - 10.2 Drain B-2 and Drain B-1 Interconnect. The surveying field work has been completed. No change in status.
 - 10.3 Drain B-2–Upgrade of Pennsylvania Boulevard Road Crossing. No change in status.
- 11. Drain E Between La Palma Street and Stenger Street. Notice of Drain Right-of-Way still not completed.
- 12. Rules Revision. Not ready for Board action. Next week, Manager Harmon will attend a meeting with the County and the City of San Benito to discuss implementation of the plan for each entity to have the other’s subdivision rules to provide to anyone interested in the subdivision process.
- 13. License Agreements.
 - 13.1 Drain B-1 in Block 33, San Benito Land & Water Company–Los Reyes Estates Subdivision. License agreement not yet finalized.
 - 13.2 Drain A Bypass to River: License Agreement for Down Drains–San Pedro Estates Subdivision in Tracts "Y-Z", William Esparza Tract, San Pedro de Carricitos Grant. Not finalized. Still waiting on the owner to provide plan for down drain.
 - 13.3 Drain F Right/F Left in Block 214, San Benito Land & Water Company–Randall Crane. License for road crossing not completed.
 - 13.4 Other Down Drain Licenses Pending. None discussed.
- 14. Reports.
 - 14.1 Financial.
 - (a) Financial Report for Month of July 2024. Presented and reviewed.
 - (b) Financial Report for Fiscal Year through July 31, 2024. Presented and reviewed.

14.2 Manager.

- (a) Personnel—Chief of Information Officer (CIO). The position has been filled. The Interlocal Cooperation Contract Between Cameron County Irrigation District No. 2 and Cameron County Drainage District No. 3 Respecting the Chief Information Officer, dated August 12, 2024, signed by the Irrigation District's President was presented. Preparation of the Interlocal Cooperation Contract having been approved at the July 11, 2024 meeting, President Garcia signed the Interlocal Cooperation Contract.
- (b) Landowner Complaint. It was anticipated that Oscar Chapa, who owns land adjacent to Main Drain A, would attend the meeting, but failed to do so, to discuss his complaints with the Board.
- (c) General Manager Harmon discussed revising the "Interlocal Cooperation Contract Between Cameron County Irrigation District No. 2 and Cameron County Drainage District No. 3 Respecting Equipment and Services Provided By One District To The Other." Specifically, he discussed transitioning away from a "by occurrence" charge to an annual flat rate for the use of the Irrigation District's haul truck for equipment transfers. The motion was made and seconded to incorporate the change into the existing agreement and draft for the board's review and endorsement at a future meeting. Following a discussion the motion unanimously carried.
- (d) General Manager Harmon notified the Board that the District received notification from the Texas Water Development Board (TWDB) that a grant application to develop a drainage master plan for the City of San Benito and Cameron County Drainage District #3 was approved.

14.3 Attorney. All matters discussed under other Agenda items.

14.4 Engineer. All matters discussed under other Agenda items.

14.5 Maintenance Superintendent. Written report of work accomplished in the month of July 2024 presented.

14.6 Report by Representative of City of San Benito. No one appeared regarding this Agenda item.

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

15.1 The motion was made and seconded that issuance of the following checks issued between the July 11, 2024 meeting and this meeting be ratified:

15129 : Texas Child Support SDU	Employee Wage Withholding-Child Support	\$397.39
15130 : Jose Gracia	AC Repair-Boardroom	\$150.00
15131 : Texas Child Support SDU	Employee Wage Withholding-Child Support	\$397.39
15132 : Craig M. Harmon	TCDRS Conference, TWCA Conference	<u>\$1,095.84</u>
TOTAL		\$2,040.62

Following a discussion, the motion unanimously carried.

15.2 The motion was made and seconded that the following checks be issued:

15133 : AFLAC	Insurance	\$249.84
15134 : AT&T Mobility	Wireless Phone	\$231.48
15135 : Certified Laboratories	Grease	\$1,477.92
15136 : Commercial Billing	Machine Repairs	\$787.66
15137 : Dainamik	GPS Monitoring	\$910.00
15138 : Daniel Diaz	Phone Allowance	\$45.00
15139 : East Rio Hondo Water Supply Corp.	Office/Shop/Warehouse: Water Bill	\$71.80
15140 : First Community Bank	Petty Cash	\$346.07
15141 : Gateway Printing	Plotter Ink	\$226.86

15142 : Gigabit Communications	Uverse-Internet	\$203.25
15143 : Grajale's Tire Shop	Flat Repairs	\$17.50
15144 : Craig Harmon	United Healthcare Premium	\$627.62
15145 : Hollon Oil Company	Hydraulic Oil	\$3,287.75
15146 : Holt Company of Texas	Machine Repairs	\$5,702.60
15147 : J & M Hydraulics	Machine Repairs	\$528.53
15148 : JR ITSoftware Solutions	Computer Maintenance	\$1,202.37
15149 : John Deere Financial	Machine Repairs	\$5,407.69
15150 : Kimball Midwest	Equipment-Bolts	\$385.66
15151 : Matt's Cash & Carry	Machine Repairs	\$4.88
15152 : O'Reilly Auto Parts	Machine Repairs	\$1,173.87
15153 : Ortega, Federico	Phone Allowance	\$45.00
15154 : Pico Propane	Off Road Diesel	\$14,713.12
15155 : Power Plan	Machine Repairs	\$1,842.83
15156 : Rio Hondo Lumber & Supply	Machine Repairs	\$100.44
15157 : Rey's Tire Service	Flat Repairs	\$480.00
15158 : Southern Tire Mart	Machine Repairs	\$2,169.92
15159 : Nelda Solorio	Janitorial	\$679.93
15160 : T & W Tire	Machine Repairs	\$241.35
15161 : Triple S Steel	Safety Supplies	\$692.78
15162 : Lucinda Trevino	Janitorial	\$732.22
15163 : TOPS Power Store	Other Repairs	\$137.36
15164 : Texas State Alarm	Alarm Monitoring	\$139.96
15165 : Unifirst	Uniforms	\$476.20
15166 : Wilcac Life Insurance	Insurance	\$21.67
15167 : Wylie Case	Machine Repairs	\$565.64
15168 : David Ybarra	Website Management	\$250.00
15169 : Jose Gracia	Air Conditioner Repairs	\$320.00
15170 : Allstate	Insurance	\$74.67
15171 : Firestone	Auto Repairs	\$723.12
15172 : Lincoln National Life	Life Insurance	\$216.48
TOTAL		<u>\$47,511.04</u>

Following a discussion, the motion unanimously carried.

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

Ronaldo Garcia, President

Jason Shafer, Secretary