

March 10, 2025
San Benito, Texas

A meeting of the Board of Directors of Cameron County Drainage District No. 3 convened on March 10, 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, and Jason Shafer, Director; 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 for February 10, 2025, meeting was presented and reviewed. A motion was made and seconded that the Minutes of February 10, 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. Final Approval.
 - 3.1.1. Country Woods Estates Subdivision, being a 13.24-acre tract out of Block 31, SBL&WCo. Subdivision. Owner Rogelio Salazar, plat preparer JNB Engineering. The plat was presented and reviewed. The motion was made and seconded that the plat of Country Woods Estates Subdivision receive preliminary and final approval, the motion unanimously carried.
 - 3.1.2. 24-FM 510 Subdivision, being a 70-acre tract out of Block 91, Block 92, and Block 81, San Benito Irrigated Co. Subdivision. Owner Tiny Propellers Investments, plat preparer AGH Engineering. The plat was presented and reviewed. The motion was made and seconded that the plat of 24-FM 510 Subdivision receive preliminary and final approval, the motion unanimously carried.
4. Annexation and Donation of Drains.
 - 4.1. Annexation.
 - 4.1.1. Request of Yountville Holdings, LLC, Owner, that District Annex 3,060.089 out of Share 22, Espiritu Santo Grant. The Petition for Annexation is with the petitioner for legal review (as of January 2024). No change in status.
 - 4.2. Donations.
 - 4.2.1. 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 still pending.
5. Equipment.
 - 5.1. New equipment.
 - 5.1.1 2024 Delco Gooseneck Trailer – The trailer (Trailer 1), Vin 5WWGF2525R6034487, was delivered February 11, 2025.
 - 5.1.2 Purchase of new truck for General Manager – Request permission to solicit bids and purchase a new truck for General Manager. Following a discussion, the board approved vehicle purchase, the motion unanimously carried.

5.2. Disposal of Equipment.

5.2.1 Sale of surplus equipment to CCID #2. The 2015 Ford F350(Unit 60) approved to be sold to Cameron County Irrigation District #2 for \$5,800 was paid for March 4, 2025.

6. Projects.

6.1. Drains C Left and C Right. No change in status.

6.2. East Line Relief Drain Project. Attorney Dossett is finalizing the Right of Way acquisition with subject landowners. Grant funding was applied for through Cameron County for FEMA funding utilizing the Disaster Recovery Reallocation Program.

6.3. Drain B-1 and Drain B-2 Interconnect. Engineer Brown is finalizing the plans and Attorney Dossett is working on the Right of Way acquisition. There have been no updates on the acceptance status of the FEMA FMA grant request.

6.4. Drain B-2–Upgrade of Pennsylvania Boulevard Road Crossing. FEMA is moving forward with grant approval, no change in status.

6.5. Rancho Grande Diversion Project/Drain A Bypass Extension to River – Installation of Structure at Outfall. No change in status.

6.6. Drain E-Notice of drain ROW in old CPL power plant property. There have been no updates from Attorney Dossett.

7. Discuss and take possible action regarding the appointment, employment, and duties of a joint General Manager to succeed the current joint General Manager. The offers presented to employ Carla Marin-Toriz as the joint General Manager and Ubence Escobar as the joint Assistant Manager were accepted, each effective March 24, 2025. The motion was made and seconded that this resolution respecting the General Manager’s authority be adopted:

Whereas:

- Pursuant to Texas Water Code § 49.056(a), on March 4, 2025, the Board of Cameron County Drainage District No. 3 employed Carla Marin Toriz as its General Manager, effective March 24, 2025.
- Pursuant to Texas Water Code § 49.056(a), the Board of Cameron County Drainage District No. 3 may delegate to the General Manager full authority to manage and operate the affairs of Cameron County Drainage District No. 3 subject to orders of the Board of Cameron County Drainage District No. 3.
- Pursuant to Texas Water Code § 49.056(b), the Board of Cameron County Drainage District No. 3 may delegate to its General Manager the authority to employ all persons necessary for the proper handling of the business and operations of the District.
- Pursuant to Texas Water Code § 49.054(b) the Board Cameron County Drainage District No. 3 may by resolution authorize its General Manager to execute a document or documents on behalf of the District.
- Pursuant to Texas Water Code § 49.054(e) the Board Cameron County Drainage District No. 3 may appoint the General Manager as assistant secretary to assist the Secretary of the District’s Board of Directors, and to certify as to the authenticity of any record of the District.
- Texas Tax Code § 26.04, requires that the District designate a person to calculate the No-New-Revenue Tax Rates and Voter Approval Rates and to certify the Tax Rate Calculation Worksheets for the District;

Now, therefore, effective March 24, 2025:

1. Pursuant to Texas Water Code § 49.056(a), the Board of Cameron County Drainage District No. 3 delegates to Carla Marín Toriz, General Manager, full authority to manage and operate the affairs of Cameron County Drainage District No. 3 subject to orders of the Board of Cameron County Drainage District No. 3.
2. Pursuant to Texas Water Code § 49.056(b), the Board of Cameron County Drainage District No. 3 delegates to Carla Marín Toriz, General Manager, the authority to employ all persons necessary for the proper handling of the business and operations of the District, provided:
 - 2.1 the Board shall approve the person employed as, and the beginning compensation of, the Assistant General Manager.
 - 2.2 the Board shall approve the person employed as, and the beginning compensation of, the Maintenance Superintendent.
 - 2.3 the Board shall determine the compensation to be paid all employees of the District, provided, the General Manager shall determine the beginning compensation of new-hires, other than the Assistant General Manager and Maintenance Superintendent, subject to the wage scales and budget adopted by the Board, and provided further, raises shall be governed by the District's Personnel Policy Manual adopted October 16, 2023, or as thereafter amended.
3. Pursuant to Texas Water Code § 49.054(b) the Board Cameron County Drainage District No. 3 authorizes Carla Marín Toriz, General Manager, to execute these documents on behalf of the District:
 - 3.1 Grant Applications and all other necessary documents required or needed for securing grants, and for the administration of, and close-out of, grants.
 - 3.2 Plats subdividing land on which there are no District drains or other District drainage facilities.
 - 3.3 Contracts approved by the Board.
 - 3.4 License Agreements and Permits the issuance of which has been approved by the Board.
 - 3.5 The District Registration Form or such other form required by Texas Water Code § 49.054(f).
 - 3.6 All documents necessary for Board approved conveyances of real property, except the deed, which the Board President shall sign.
 - 3.7 All documents necessary for Board approved acquisitions of real property.
 - 3.8 All documents necessary to accept Board approved donations of real property to the District.
 - 3.9 All documents necessary for Board approved acquisitions of rights-of-way.
 - 3.10 All documents necessary for Board approved releases of rights-of-way.
 - 3.11 All documents necessary for Board approved purchases of equipment and vehicles, and Board approved sales of, and trade-ins of, equipment and vehicles, including, but not limited to, title transfer documents and bills of sale.
 - 3.12 Notices of, and Agendas for, Board of Director's meetings.
4. Pursuant to Texas Water Code § 49.054(e), the Board Cameron County Drainage District No. 3 appoints Carla Marín Toriz, General Manager, as assistant secretary to assist the Secretary of the District's Board of Directors, and to certify as to the authenticity of any record of the District.
5. Pursuant to Texas Tax Code § 26.04, the Board Cameron County Drainage District No. 3

designates its General Manager, presently Carla Marín Toriz, the person to calculate the No-New-Revenue Tax Rates and Voter Approval Rates and to certify the Tax Rate Calculation Worksheets for the District, for tax year 2025 and all years thereafter.

8. Discuss and possible action with respect to ERHWSC ROW request near FM 2925. A document was presented to ERHWSC to grant a ROW North of FM 2925 for ERHWSC in return for ERHWSC abandoning an easement for CCDD#3 Eastline Drain project. Awaiting document with signature. After discussion, the motion unanimously carried.
9. License Agreements/Rights-of-Way/Permits/Interlocal Corporation Agreements.
 - 9.1 Drain F Right/F Left in Block 214, SBL&W Co. for Randall Crane road crossing. Pending landowner directions on the locations of the crossings.
 - 9.2 Rio Delta Subdivision. License agreement pending, with District’s attorney to draft as of 5/14/2024.
 - 9.3 Cielo Grande Subdivision. License agreement pending, with District’s attorney to draft as of 4/2/2024.
 - 9.4 El Monte Cristo Subdivision. License agreement pending, with District’s attorney to draft as of 5/14/2024.

10 Reports.

10.1 Financial.

10.1.1 Financial Report for Month of February 2025. Presented and reviewed.

10.1.2 Financial Report for Fiscal Year through February 28, 2025. Presented and reviewed.

10.2 Manager. All matters discussed under other Agenda items.

10.3 Attorney. All matters discussed under other Agenda items.

10.4 Engineer. All matters discussed under other Agenda items.

10.5 Drain Supervisor. All matters discussed for work done in the month of February.

11 Payment of Accounts, Wages, and Directors’ Services.

11.1 A motion was made and seconded to ratify the issuance of the following checks issued between February 10, 2025, meeting and this meeting, the motion was unanimously carried.

15453	Esri	ArcGis credits	\$ 360.00
15454	J&M Hydraulics	machine repairs	\$ 639.76
15455	Scheibe Consulting	FMA project	\$30,400.00
15456	TWCA RMF	insurance	\$ 1,015.00
15457	TX Child Support SDU	child support	\$ 397.39
15458	Fred Ortega	new phone	\$ 1,195.06
15459	Aflac	insurance	\$ 249.84
15460	Pico Propane	off road Diesel	\$11,480.51
15461	Scheibe Consulting	FMA project	\$30,400.00
15462	Texas State Alarm	monitoring	\$ 139.96
15463	TX Child Support	child support	\$ 397.39

Following a discussion, the motion was unanimously carried.

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

15464	Alexander Business Dev.	MS4 reporting	\$8,000.00
15465	AtMax Equipment	machine repairs	\$2,998.45
15466	Cameron County Appraisal	quarterly dues	\$17,158.00
15467	Diaz, Daniel	phone	\$45.00
15468	Elliff Motors	side steps unit 75	\$11,964.71
15469	ERHWS Corp	water bill	\$72.56
15470	Fast Signs	new units decals	\$31.64
15471	Firestone	auto repairs	\$763.12
15472	Grajale's Tire Shop	flat repairs	\$15.00
15473	Harmon, Craig M.	curative premium	\$683.98
15474	Hollon Oil Company	hyd oil	\$1,814.30
15475	Holt Co. of Texas	machine repairs	\$20,397.44
15476	McCoy's	drain repairs	\$104.39
15477	Nueces Power Equipment	m	\$8,602.57
15478	Oil Patch Fuel	O/R diesel	\$4,949.30
15479	Ortega, Federico	phone	\$45.00
15480	Pitney Bowes	postage meter usage	\$226.50
15481	Rio Grande Concrete	machine repairs	\$423.96
15482	Rey's Tire Service	flat repairs	\$140.00
15483	Solorio, Nelda	janitorial	\$414.28
15484	Scheibe Consulting, LLC	on call invoice	\$5,277.50
15485	Trevino, Lucinda	janitorial	\$369.28
15486	TWCA Risk Management	insurance	\$1,216.00
15487	UniFirst	iuniforms	\$647.01
15488	Valley Fire & Safety	extinguishers	\$436.00
15489	Wilcac Life Insurance	insurance	\$21.67
15490	Wylie Case	machine repairs	\$11,143.11
15491	Allstate	insurance	\$74.67
15492	AT&T Mobility	mobility	\$231.51
15493	Commercial Billing	machine repairs	\$49.01
15494	Dainamik	GPS monitoring	\$630.00
15495	Gillman Chevrolet	new unit 77	\$57,613.10
15496	John Deere Financial	machine repairs	\$12,092.52
15497	O'Reilly Auto Parts	machine repairs	\$3,089.57
15498	Pico Propane	O/R diesel	\$14,621.48
15499	Rio Hondo Lumber & Supply	tools	\$56.80
15500	Royal Metal	drain repairs	\$126.65
15501	Tops Power Store	filters	\$89.50
15502	U.S. OccMed Texas, PLLC	physicals	\$40.98
15503	Harmon, Craig M.	TWCA meeting	\$710.28
15504	Lincoln National Life	insurance	\$432.98
15505	TX Child Support SDU	child support	\$397.39

Following a discussion, the motion was unanimously carried.

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

Ronaldo Garcia, President

Jason Shafer, Secretary