

July 11, 2024  
San Benito, Texas

A meeting of the Board of Directors of Cameron County Drainage District No. 3 convened on July 11, 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.
  - 1.1 The Minutes of the May 13, 2024 meeting were presented and reviewed. The motion was made and seconded that the Minutes of the May 13, 2024 meeting be approved. Following a discussion, the motion carried.
  - 1.2 The Minutes of the June 10, 2024 meeting were presented and reviewed. The motion was made and seconded that the Minutes of the June 10, 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. Still not completed.
5. District Engineer. Schiebe Engineering presented an amended fee schedule to its contract for engineering services. The motion was made and seconded that the amended fee schedule be approved. Following a discussion, the motion unanimously carried.
6. Annexation of Territory and Donation of Drains.
  - 6.1 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.
  - 6.2 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.
  - 6.3 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.
  - 6.4 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.
7. Equipment.
  - 7.1 MowerMax Brushcutters. It was determined that the factory hydraulic pressure setting for both machines was incorrectly set too high. The damage to DD#39 has been repaired, and the machine is back in service. The damage to the hydraulic system of DD#38 was more extensive. The manufacturer took DD#38 to the factory for repair.
  - 7.2 Backhoe—2024 John Deere Backhoe, Model No. 410 SL, purchased at May 10, 2024 meeting.
    - a. Tentative delivery is now August 2024.

- b. Clarification of sales price.
  - (i) The gross purchase price of the new backhoe with attachments was \$239,750.00
  - (ii) At the March 11, 2024 meeting, the Drainage District sold the 2012 D6K Dozer S/N CAT 00D6KEFBH01891 to Cameron County Irrigation District No. 2 for the \$50,000 trade-in value. The Dealer has accepted as a trade-in on the Drainage District's new backhoe two Irrigation District machines valued at a total of \$36,000.00, which reduces the amount owed by the Irrigation District for the Dozer to \$14,000.00.
  - (ii) The Dealer has taken the Drainage District's 2014 Terex Model TX840E SN: SMFJD4BCOCJKS1732, and 2017 Model 326 Caterpillar Long Reach Excavator S/N CAT 0326FKWGL10146, as a trade-in at a value of \$57,750.00.
  - (iii) After the credit for the two Irrigation District machines and the two Drainage District machines, the net sales price is \$139,000.00.
  - (iv) The Dealer declined to accept any of Units #DD7, DD#20, DD#21, and DD#24 as an additional trade-in.

7.3 Disposal of Equipment.

- a. DD#22 New Holland 2014 Model TS6, SN NHO3023Mwith Maverick 30 has been sold by sealed bid. The bid / sale price was \$10,101.24.
  - b. DD#21 John Deere 2012 Model 6430, SN L06430BPCB732801 with boom mower has only scrap value.
  - c. Units DD#7, DD#20, DD#21, and DD#24 are still being offered for sale. To date, the District has received no bids for these machines.
8. Rancho Grande Diversion Project/Drain A Bypass Extension to River--Installation of Structure at Outfall. Engineer is still waiting on information.
9. Projects.
- 9.1 East Line Drain Relief Project 2012. No report.
  - 9.2 Drain B-2 and Drain B-1 Interconnect. The surveying field work has been completed. Topographic data still needs to be collected.
  - 9.3 Drain B-2--Upgrade of Pennsylvania Boulevard Road Crossing. There was a general discussion about this project. The District's \$7 million Texas Water Development Board grant application is still pending.
  - 9.4 TWDB #40023 Flood Protection/Infrastructure Study--Hydrologic and Hydraulic Model Update. The grant application to include the City of San Benito has been approved.
10. Drain E Between La Palma Street and Stenger Street. Notice of Drain Right-of-Way still not completed.
11. Rules Revision. Not ready for Board action.
12. License Agreements.
- 12.1 Drain B-1 in Block 33, San Benito Land & Water Company--Los Reyes Estates

Subdivision. License agreement not yet finalized.

12.2 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.

12.3 Drain F Right/F Left in Block 214, San Benito Land & Water Company–Randall Crane. License for road crossing not completed.

12.4 Other Down Drain Licenses Pending. None discussed.

13. Reports.

13.1 Financial.

(a) Financial Report for Month of June 2024. Presented and reviewed.

(b) Financial Report for Fiscal Year through June 30, 2024. Presented and reviewed.

(c) Investment Report. Report for 2nd Quarter 2024 presented and reviewed.

13.2 Manager.

(a) Personnel. General Manager Harmon discussed (1) his plan and timetable for the joint hire of a Chief of Information Officer (CIO) to handle both District's technology requirements. The CIO will be on the Drainage District's payroll and the Irrigation District will reimburse the Drainage District with one-half of the wages and benefits pursuant to an interlocal cooperation contract. (2) the possibility of combining both District ARC GIS positions under an arrangement similar to that of the CIO. (3) creating the position of Office Manager. The motion was made and seconded that the proposed joint hire of a CIO be approved and that General Manager Harmon and the Attorney prepare an interlocal cooperation contract between the Irrigation District and Drainage District. Following a discussion the motion unanimously carried. The Board was of the opinion that General Manager has the authority to make decisions regarding the designation of an Office Manager for the Drainage District.

(b) City of San Benito. A meeting to discuss matters of mutual interest to the District and the City has been scheduled at the City's request.

13.3 Attorney. All matters discussed under other Agenda items.

13.4 Engineer. All matters discussed under other Agenda items.

13.5 Maintenance Superintendent. Written report of work accomplished in the month of June 2024 presented.

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

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

14.1 The motion was made and seconded that issuance of the following checks issued between the June 10, 2024 meeting and this meeting be ratified:

15071 : Dainamik	GPS Monitoring	\$910.00
15072 : ESRI, Inc.	ARC GIS Credits	\$360.00
15073 : Firestone	Auto Repairs	\$734.48
15074 : Lucinda Trevino	New Vacuum	\$705.40
15075 : Jose Gracia	AC Repair-Office Side	\$150.00

15076 : Craig M. Harmon	TWCA Summer Conference Hotel	\$782.37
15077 : Blackout Window Tint	DD28 Tint	\$565.00
15078 : Texas Child Support SDU	Employee Wage Withholding-Child Support	\$397.39
TOTAL		\$4,604.64

Following a discussion, the motion unanimously carried.

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

15079 : Cameron Appraisal District	Quarterly Assessment	\$15,573.75
15080 : AFLAC	Insurance	\$249.84
15081 : AT&T Mobility	Wireless Phone	\$231.47
15082 : Commercial Billing	Fuel Hose	\$116.80
15083 : Dainamik	GPS Monitoring	\$910.00
15084 : Dell Marketing, LP	CR Supervisor's Laptop	\$998.68
15085 : Daniel Diaz	Phone Allowance	\$45.00
15086 : Elliff Motors	Unit 66 Truck Bed	\$12,575.00
15087 : East Rio Hondo Water Supply Corp.	Office/Shop/Warehouse: Water Bill	\$84.52
15088 : Fast Signs	Unit 72 Door Sign	\$29.44
15089 : Gigabit Communications	Uverse-Internet	\$200.00
15090 : Grajale's Tire Shop	Flat Repairs	\$43.00
15091 : Hollon Oil Company	Hydraulic Oil	\$3,292.94
15092 : Iafsa USA	Machine Repairs	\$1,326.07
15093 : J & M Hydraulics	Machine Repairs	\$2,048.66
15094 : J & J Tire & Auto	Auto Repair	\$187.99
15095 : Kimball Midwest	Equipment-Tools	\$4,553.75
15096 : Luis Coronado	Weld Repair	\$360.00
15097 : Morado's Pest Control	Bee Control	\$150.00
15098 : Matt's Cash & Carry	Drain Repairs	\$62.38
15099 : Modern Refrigeration	Ice Machine Repair	\$150.00
15100 : Oil Patch Fuel	Unleaded Fuel	\$2,445.00
15101 : Ortega, Federico	Phone Allowance	\$45.00
15102 : Pico Propane	Off Road Diesel/Unleaded	\$24,190.69
15103 : PSI Petroleum Group	Fuel Chip Reader	\$787.00
15104 : Power Plan	Machine Repairs	\$3,933.99
15105 : Rio Hondo Lumber & Supply	Machine Repairs	\$66.69
15106 : TRB Smith Reagan Insurance	Surety Bond-Jason Allen Shafer	\$50.00
15107 : Nelda Solorio	Janitorial	\$334.44
15108 : Scheibe Consulting, LLC	On Call Invoice FIF Grant	\$3,848.75
15109 : Texas Refinery Corp.	Machine Repairs	\$787.70
15110 : Lucinda Trevino	Janitorial	\$656.62
15111 : TOPS Power Store	Weedeater Repair	\$38.20
15112 : TWCA Risk Management	Insurance	\$38,676.00
15113 : Texas Child Support SDU	Employee Wage Withholding-Child Support	\$397.39
15114 : Unifirst	Uniforms	\$401.56
15115 : Wet	Pressure Washer Repair	\$594.85
15116 : Wilcac Life Insurance	Insurance	\$21.67
15117 : Wylie Case	Machine Repairs	\$1,731.72
15118 : David Ybarra	Website Maintenance	\$250.00
15119 : Craig Harmon	United Healthcare Premium	\$627.62
15120 : Allstate	Insurance	\$74.67
15121 : John Deere Financial	Machine Repairs	\$5,674.48
15122 : J & J Tire & Auto	Machine Repairs	\$1,301.96
15123 : O'Reilly Auto Parts	Machine Repairs	\$1,486.75
15124 : San Benito News	Surplus Advertisement	\$214.50
15125 : TWCA Risk Management	Liability Insurance	\$1,957.00
15126 : Dell Marketing, LP	Monitor-CCID2 Ana	\$141.06
15127 : Lincoln National Life	Life Insurance	\$413.28
15128 : Lucinda Trevino	Janitorial Supplies	\$72.05
TOTAL		\$134,349.93

Following a discussion, the motion unanimously carried.

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

approved and signed xxxxx 08/12/24  
Ronaldo Garcia, President

approved and signed xxxxx 08/12/24  
James Shafer, Secretary