



**BOARD OF COMMISSIONERS**  
Frank R. Rose, Chairman  
Reggie Boykin, Secretary  
Jay Levingston, Jr., Commissioner

## **NOTICE OF MEETING AND AGENDA**

### **BOARD OF COMMISSIONERS FOR DRAINAGE DISTRICT NO. 3 JEFFERSON COUNTY, TEXAS**

**MARCH 20, 2024**

**7:30 A.M.**

Notice is hereby given that the Board of Commissioners of Jefferson County Drainage District No. 3 will meet at 7:30 a.m., on the **20<sup>th</sup> of March, 2024**, at its regular meeting place in the District's Office, 24460 Hwy 124, Hamshire, Texas.

**Said meeting will be a Regular meeting for the purpose of transacting the routine business of the District.**

**I. Call to order and take roll.**

**II. Announcement:**

This Commissioner's meeting is being recorded for the purpose of transcribing minutes.

**III. Public Comments**

*At this time, the Board will listen to comments from the public and others regarding both agenda action items and items that are not on the agenda. No action may be taken on non-agenda items. Public participation is limited to the designated open forum portion of a regular meeting. No presentation shall exceed a maximum of five minutes. Delegations of more than five persons shall appoint one person to present their views before the Board. COMPLAINTS AGAINST SPECIFIC EMPLOYEES OR INDIVIDUALS ARE NOT ALLOWED. THESE COMPLAINTS ARE COVERED BY A SEPARATE POLICY. Members of the public will not be allowed to offer comments on agenda action items when that item is on the floor for discussion unless requested to do so by the Chairman of the Board. This audience participation period is not the appropriate means for bringing complaints for which resolution is sought.*

**IV. Approve Minutes from February 21, 2024 meeting.**

**V. Office Update**

- A. Review and Accept Regular District Bills February 29, 2023 to March 15, 2024
- B. Review and Accept Monthly Financial Reports
- C. Review and Accept Monthly Insurance Summary
- D. Consider and Approve upgrade of Quickbooks 2019 software to Quickbooks 2024.
- E. Consider and Approve District policy on installation of metal corrugated culverts in crossings on landowners Property.
- F. Consider and Approve work schedule change for Juneteenth.
- G. Consider and Approve Cyber Crime Training with Texas Association of Counties to fulfill the requirements of Texas Government Code § 2054.5191.
- H. Executive Session – *See footnote <sup>1</sup>*
- I. Consider and take action, if any, on items discussed in Executive Session

**VI. Equipment/Project Update**

A. Equipment Update –

B. Project Update –

**Pipe Replacements**

1. DITCH 401 – (1) 96"X30' – Wilber Property – Wilber Rd
2. DITCH 312/306 (1) 60" Crossing - Wiggins Property – Vincent Rd
3. DITCH 203 (2) 48"X 25' Crossing – Taylor Property – Old Big Hill Rd
4. DITCH 203 – (1) 72"X28' Crossing – Clubb Property – Old Big Hill Rd
5. DITCH 402 – (2) 48" Crossings - Licatino Property – Big Hill Rd

**New Construction Updates**

1. Longhorn RV Park – Wilber Rd
2. AGY RV Park – Hwy 73
3. Oasis Truck Stop – Hwy 73 & Kiker Rd
4. I-10/Hamshire Rd -Hamshire Rd

**Completed Projects**

1. M. Jones – Ditch 124-2 (2)96" Crossings
2. C. Pettigrew – Ditch 750 – Brush Island Rd

**Projects in Progress**

1. V. Wright – Ditch 308 - Vincent Rd
2. B. Bundick – Vincent Rd

**Upcoming Projects**

1. B. Fischer – Wise Rd
2. Labelle Properties Hwy 73 – Ditch 750-B
3. K. Broussard – Ditch 124 & 110 - Wilber Rd
4. D. Drawhorn – Ditch 750B – Wise Rd
5. J. Broussard – E. Hamshire Rd

**VII. New Business**

A. Meeting Updates

B. Board Comments

C. Set Next Meeting Date

<sup>1</sup> The District reserves the right to adjourn into executive session at any time during the course of this meeting as authorized by the Texas Open meetings Act, Texas Government Code §§ 551.071 (Consultation with Attorney), 551.072 (Deliberation about Real Property), 551.073 (Deliberation about Gifts and Donations), 551.074 (Personnel Matters), and any other provision under Texas law that permits a governmental body to discuss a matter in a closed executive session. Should any final action, decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive meeting or session, then the final action, or final vote shall be either:

- (a) in the open meeting covered by the Notice upon the reconvening of the public meeting; or
- (b) at a subsequent public meeting of the Commissioners upon notice thereof; as the Commissioners shall determine.

**NOTICE OF MEETING AND AGENDA  
MARCH 20, 2024 – 7:30 A.M.**

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Board of Commissioners of Jefferson County Drainage District No. 3 is a true and correct copy of said Notice at a place convenient and readily accessible to the general public at all times in its administrative office at 24460 Hwy 124, Hamshire, Texas. This notice can also be viewed via the District's website at <http://icdd3.org>. This notice remained so posted continuously for at least 72 hours immediately preceding the scheduled time of said Meeting. And further, that a true and correct copy of said notice was furnished to the County Clerk of Jefferson County for posting in the Jefferson County Courthouse.

**The notice for this meeting was posted in compliance with the Texas Open Meeting Act on March 14, 2024.**

**JEFFERSON COUNTY DRAINAGE DISTRICT No. 3**

By:   
Frank R. Rose, Chairman

I, the undersigned County Clerk of Jefferson County, do hereby certify that the above Notice of Meeting of the Jefferson County Drainage District No. 3 Board of Commissioners, is a true and correct copy of said Notice, and that I received and posted said Notice on the Courthouse Doors and the bulletin board at the Courthouse of Jefferson County, Texas, at a place readily accessible to the general public at all times on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ at \_\_\_\_\_m. and said Notice remained so posted continuously for at least 72 hours preceding the scheduled time of said Meeting.

Dated this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

By: \_\_\_\_\_  
Jefferson County Clerk

**Return File Copy To:** Jefferson County Drainage District No. 3, P.O. Box 388, Hamshire, TX 77622