

DRAINAGE DISTRICT NO. 3  
Jefferson County, Texas

MINUTES OF MEETING

**MARCH 17, 2021**

**7:30 A.M.**

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A meeting was held March 17, 2021, at 7:30 A.M. in the District's office located at 24460 Hwy 124, Hamshire, Texas. All Commissioners were present.

1. Meeting was called to order at 7:30 A.M. by Chairman McCall. He announced that this meeting was being recorded for the purpose of transcribing the minutes.

2. Minutes of previous meeting were read and approved.

3. Office Update -

A. Commissioners reviewed the Districts checks written February 28, 2021 and March 15, 2021.

B. Commissioners reviewed the monthly financial report presented by Shanna Verret which showed an ending fund balance of \$1,671,927.22 up \$93,039.12 from last month.

C. Commissioners reviewed monthly insurance summary which showed a profit of \$18,351.17 on active employees and a profit of \$2,504.04 on retirees.

D. There was no executive session.

4. Project/Equipment Update –

A. Equipment Update

1. Superintendent Folsom reported some DEF problem with 240 trackhoe. He reported that the DEF is not stable and goes bad with cold weather and non-use.

2. Superintendent Folsom reported that all other equipment is doing fine.

B. Project Update –

1. Phelder ditch on Wise Road needs cleaning but the District does not have permission to clean it out yet.

2. The District is cleaning a ditch on Rollins Road

3. After that ditch is cleaned the District will move to ditch at Englin Road and Hwy 73.

5. New Business –

A. No Meeting Updates

B. No Board Comments

C. Next regular meeting date was set for Wednesday, April 21, 2021 at 7:30 a.m.

With no further business, meeting adjourned at 8:20 a.m.

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LeRoy McCall, Jr. Chairman

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Frank R. Rose, Secretary

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Reginald C. Boykin, Sr., Commissioner

**DRAINAGE DISTRICT NO. 3**

Jefferson County, Texas

Maintained Operations Fund

Expenditures

**FEBRUARY 28, 2021 TO MARCH 15, 2021**

DATE	CHECK No.	PAYEE	AMOUNT	DESCRIPTION
2/28/2021	11842	PAYROLL ACCOUNT	\$ 11,746.50	SALARIES & AUTO ALLOWANCE
2/28/2021	EFT	IRS - FICA TAXES	\$ 1,454.54	FICA TAXES
2/28/2021	EFT	TEXAS COUNTY & DISTRICT RETIREMENT	\$ 1,177.39	EMPLOYER CONTRIBUTION
2/28/2021	11843	OFFICE DEPOT	\$ 215.74	OFFICE SUPPLIES
2/28/2021	11844	SHANNA VERRET	\$ 31.58	REIMBURSEMENT POSTAGE & HARDWARE
2/28/2021	11845	CENTERPOINT ENERGY	\$ 205.58	NATURAL GAS
2/28/2021	11846	WINDSTREAM	\$ 333.59	TELEPHONE
2/28/2021	11847	VERIZON	\$ 133.94	MOBILE SERVICE
2/28/2021	11848	ENTERGY	\$ 331.76	ELECTRICITY
2/28/2021	11849	ALLISON GENTZ - TAX ASSESSOR/COLLECTOR	\$ 7.50	LICENSE RENEWAL 2015 DODGE RAM
2/28/2021	11850	JUX TECHNOLOGIES	\$ 35.00	WEBSITE HOSTING
2/28/2021	11851	FUNCHESS, MILL, WHITE, & CO	\$ 12,047.66	FY 2020 FINANCIAL AUDIT
		<b>TOTAL</b>	<b>\$ 27,720.78</b>	
3/15/2021	11852	PAYROLL ACCOUNT	\$ 9,296.50	SALARIES
3/15/2021	11853	SOUTHEAST TEXAS GOVT EMP BENEFIT POOL	\$ 15,745.14	EMPLOYER CONTRIBUTIONS
3/15/2021	11854	COUNTY TREASURER	\$ 29.71	LIFE INSURANCE
3/15/2021	11855	UNITED HEALTH RX	\$ 42.48	RX CONTRIBUTION
3/15/2021	11856	FRANK R. ROSE	\$ 750.00	REIMBURSEMENT FOR MEDICAL DEDUCTIBLE
3/15/2021	11857	O'REILLY	\$ 385.98	BATTERIES
3/15/2021	11858	SEABREEZE CULVERT	\$ 889.20	METAL CULVERT PIPE
3/15/2021	11859	C&I OIL	\$ 3,240.95	ON & OFF ROAD DIESEL
3/15/2021	11860	STRATTONS	\$ 48.93	HARDWARE
3/15/2021	11861	A & A ELECTRICT	\$ 58.44	FILTERS
3/15/2021	11862	BRANCH KRACHY	\$ 444.91	HOSES & FILTERS
3/15/2021	11863	WEST JEFFERSON MWD	\$ 27.67	UTILITIES - WATER
3/15/2021	11864	HAMSHIRE WASTE	\$ 68.00	WASTE DISPOSAL
3/15/2021	11865	SHANNA VERRET	\$ 30.54	REIMBURSEMENT FOR SUPPLIES & INSPECTION
3/15/2021	11866	JUX TECHNOLOGIES	\$ 68.00	WEB HOSTING
3/15/2021	11867	WINNIE WELDING WORKS	\$ 360.00	MOVE OF EQUIPMENT
3/15/2021	11868	JEFFERSON CENTRAL APPRAISAL DISTRICT	\$ 1,568.31	2ND QTR ENTITY ALLOCATIONS
3/15/2021	11869	WAUKESHA-PEARCE INDUSTRIES, INC.	\$ 1,027.36	EQUIPMENT PARTS
3/15/2021	11870	OFFICE DEPOT	\$ 335.89	OFFICE SUPPLIES & MEDICAL AND SAFETY
		<b>TOTAL</b>	<b>\$ 34,418.01</b>	

**DRAINAGE DISTRICT No. 3**  
**Profit & Loss Budget Performance**  
**February 2021**

	Feb 21	Budget	Oct '20 - Feb 21	YTD Budget	Annual Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>REVENUES</b>					
101 - Current Taxes	146,457.13	50,491.33	548,090.98	252,456.69	605,896.00
102 - Delinquent Taxes	595.29	666.66	24,078.00	3,333.38	8,000.00
103 - Interest	97.57	416.66	398.96	2,083.38	5,000.00
104 - Rendition Penalty	0.00		0.00	0.00	0.00
106 - Miscellaneous	0.00	0.00	0.00	0.00	0.00
<b>Total REVENUES</b>	<u>147,149.99</u>	<u>51,574.65</u>	<u>572,567.94</u>	<u>257,873.45</u>	<u>618,896.00</u>
<b>Total Income</b>	<u>147,149.99</u>	<u>51,574.65</u>	<u>572,567.94</u>	<u>257,873.45</u>	<u>618,896.00</u>
<b>Gross Profit</b>	147,149.99	51,574.65	572,567.94	257,873.45	618,896.00
<b>Expense</b>					
<b>1 - SALARIES</b>					
1002 - Clerical	3,888.00	3,888.58	20,353.47	19,442.94	46,663.00
1009 - Dept Head / Foreman	6,114.77	5,921.33	29,798.77	29,606.69	71,056.00
1010 - Commissioners	900.00	900.00	4,500.00	4,500.00	10,800.00
1015 - Extra Help	0.00	3,166.66	0.00	15,833.38	38,000.00
1048 - Equipment Operators/Asst	8,590.23	13,465.08	38,307.76	67,325.44	161,581.00
1050 - Over Time	0.00		0.00	0.00	0.00
<b>Total 1 - SALARIES</b>	<u>19,493.00</u>	<u>27,341.65</u>	<u>92,960.00</u>	<u>136,708.45</u>	<u>328,100.00</u>
<b>2 - FRINGE BENEFITS</b>					
2001 - FICA Expenses	1,454.54	2,401.50	7,055.15	12,007.50	28,818.00
2002 - Retirement	1,177.39	1,611.16	7,222.42	8,055.88	19,334.00
2003 - Insurance	15,423.77	21,592.16	84,478.01	107,960.88	259,106.00
2004 - Worker's Compensation	0.00	916.66	0.00	4,583.38	11,000.00
2006 - Auto Allowance	1,550.00	1,550.00	7,750.00	7,750.00	18,600.00
2007 - Retirement Wage Contg	163.37	2,500.00	163.37	12,500.00	30,000.00
2008 - Health Ins. Savings Acct	0.00	1,187.50	781.05	5,937.50	14,250.00
<b>Total 2 - FRINGE BENEFITS</b>	<u>19,769.07</u>	<u>31,758.98</u>	<u>107,450.00</u>	<u>158,795.14</u>	<u>381,108.00</u>
<b>3 - MATERIALS &amp; SUPPLIES</b>					
3006 Batteries	633.96	208.33	683.95	1,041.69	2,500.00
3008 Bolts Nuts Nails & Screws	0.00	83.33	0.00	416.69	1,000.00
3009 Antifreeze & Coolant	0.00	150.00	0.00	750.00	1,800.00
3010 Books & Printed Matter	0.00	416.66	0.00	2,083.38	5,000.00
3012 Prints, Maps & Etc	0.00	83.33	0.00	416.69	1,000.00
3014 Chains & Hooks	0.00	41.66	0.00	208.38	500.00
3016 Chemicals Weed Control	0.00	1,083.33	0.00	5,416.69	13,000.00
3018 Cleaners & Solvents	0.00	125.00	0.00	625.00	1,500.00
3020 Metal Culvert Pipe	0.00	1,250.00	0.00	6,250.00	15,000.00
3022 Copying Supplies	0.00	166.66	0.00	833.38	2,000.00

**DRAINAGE DISTRICT No. 3**  
**Profit & Loss Budget Performance**  
**February 2021**

	Feb 21	Budget	Oct '20 - Feb 21	YTD Budget	Annual Budget
3027 Electrical Supplies	0.00	250.00	0.00	1,250.00	3,000.00
3030 Fencing Material	0.00	416.66	0.00	2,083.38	5,000.00
3032 Concrete, Sand, Aggregat	0.00	583.33	0.00	2,916.69	7,000.00
3034 Diesel Fuel	0.00	2,500.00	1,111.98	12,500.00	30,000.00
3036 Diesel Fuel ON ROAD	0.00	1,250.00	0.00	6,250.00	15,000.00
3037 Gasoline	0.00	583.33	0.00	2,916.69	7,000.00
3040 Hardware - Misc	14.93	250.00	142.42	1,250.00	3,000.00
3041 Hose & Fittings & Filters	384.86	666.66	638.50	3,333.38	8,000.00
3048 Lumber, Timbers, Rope	0.00	208.33	0.00	1,041.69	2,500.00
3050 Medical & Safety	454.98	250.00	834.09	1,250.00	3,000.00
3051 Motor Oil & Grease	193.38	833.33	193.38	4,166.69	10,000.00
3056 Paint & Brushes	0.00	83.33	0.00	416.69	1,000.00
3072 Rope Wire Manila & Burlap	0.00	66.66	0.00	333.38	800.00
3073 Spare Parts, Heavy Equip	0.00	33.33	0.00	166.69	400.00
3077 Computer Supplies	0.00	125.00	0.00	625.00	1,500.00
3078 Office Supplies	215.74	208.33	493.27	1,041.69	2,500.00
3080 Steel Angle Iron Rods, Etc	0.00	208.33	0.00	1,041.69	2,500.00
3083 Tires & Tubes	0.00	666.66	1,588.30	3,333.38	8,000.00
3084 Minor Equipment	0.00	833.33	3,235.00	4,166.69	10,000.00
3095 Welding Supplies	0.00	166.66	0.00	833.38	2,000.00
3099 Sundry	75.99	166.67	239.00	833.42	2,000.11
<b>Total 3 - MATERIALS &amp; SUPPLIES</b>	<b>1,973.84</b>	<b>13,958.24</b>	<b>9,159.89</b>	<b>69,792.43</b>	<b>167,500.11</b>
<b>4 - MAINTENANCE &amp; UTILITES</b>					
4001 Cooling and Heating	0.00	83.33	0.00	416.69	1,000.00
4009 Building & Structure	0.00	83.33	0.00	416.69	1,000.00
4010 Tractors & Mowers	0.00	833.33	289.60	4,166.69	10,000.00
4011 Equipment Repairs	0.00	2,500.00	326.76	12,500.00	30,000.00
4013 Marine Craft	0.00	166.66	47.91	833.38	2,000.00
4014 - Auto - Truck	0.00	166.66	15.75	833.38	2,000.00
4015 Communication Equip	0.00	100.00	0.00	500.00	1,200.00
4020 Miscellaneous	0.00	41.66	0.00	208.38	500.00
4030 Tools	14.99	250.00	14.99	1,250.00	3,000.00
4051 Freight	0.00	25.00	0.00	125.00	300.00
4052 Postage	16.65	41.66	142.05	208.38	500.00
4053 Natural Gas/Butane	205.58	291.66	702.78	1,458.38	3,500.00
4054 Telephone	467.53	500.00	2,276.09	2,500.00	6,000.00
4056 Electricity	331.76	500.00	1,373.51	2,500.00	6,000.00
4057 Water & Sewer	27.67	166.66	139.63	833.38	2,000.00
4058 Garbage Waste Disposal	68.00	100.00	340.00	500.00	1,200.00
<b>Total 4 - MAINTENANCE &amp; UTILITES</b>	<b>1,132.18</b>	<b>5,849.95</b>	<b>5,669.07</b>	<b>29,250.35</b>	<b>70,200.00</b>

**DRAINAGE DISTRICT No. 3**  
**Profit & Loss Budget Performance**  
**February 2021**

	Feb 21	Budget	Oct '20 - Feb 21	YTD Budget	Annual Budget
<b>5 - MISCELLANEOUS SERVICES</b>					
5009 Professional Services	86.67	666.66	8,578.08	3,333.38	8,000.00
5021 Dues & Subscriptions	42.50	208.33	862.00	1,041.69	2,500.00
5027 Engineering Fees	0.00	833.33	0.00	4,166.69	10,000.00
5028 Assessor/Collector Fees	0.00	166.66	1,465.80	833.38	2,000.00
5029 Attorney Fees	0.00	833.33	0.00	4,166.69	10,000.00
5031 Filing, Records & Photos	0.00	8.33	0.00	41.69	100.00
5032 Accounting Services	0.00	41.66	0.00	208.38	500.00
5036 Treasurer Commision	0.00	83.33	0.00	416.69	1,000.00
5038 Supplemenal Tax Refunds	0.00	166.66	0.00	833.38	2,000.00
5040 Insurance Autos & Trucks	0.00	500.00	0.00	2,500.00	6,000.00
5041 Insurance Property	0.00	291.66	0.00	1,458.38	3,500.00
5043 Insurance General Liab	0.00	166.66	0.00	833.38	2,000.00
5044 Insurance Official Liab	0.00	166.66	0.00	833.38	2,000.00
5045 Bonds Surety & Notary	-42.50	83.33	242.50	416.69	1,000.00
5053 Equipment Rental	360.00	1,041.66	1,080.00	5,208.38	12,500.00
5054 Contract Aerial Spraying	0.00	833.33	0.00	4,166.69	10,000.00
5055 Contract Spraying	0.00	833.33	0.00	4,166.69	10,000.00
5062 Travel & Meeting Expense	0.00	66.66	0.00	333.38	800.00
5064 Training & Education	0.00	125.00	0.00	625.00	1,500.00
5074 Independent Auditor Fees	12,047.66	1,458.33	16,547.66	7,291.69	17,500.00
5095 Bank Service Charges	0.00	250.00	149.66	1,250.00	3,000.00
5098 Appraisal District Fees	0.00	750.00	1,568.31	3,750.00	9,000.00
5099 Sundry	0.00	83.33	0.00	416.69	1,000.00
<b>Total 5 - MISCELLANEOUS SERVICES</b>	<b>12,494.33</b>	<b>9,658.24</b>	<b>30,494.01</b>	<b>48,292.32</b>	<b>115,900.00</b>
<b>6 - CAPITAL OUTLAY</b>					
6001 Office Machines	0.00	333.33	0.00	1,666.69	4,000.00
6002 Excavation Equipment	0.00	2,500.00	0.00	12,500.00	30,000.00
6011 Machinery & Equipment	0.00	12,500.00	0.00	62,500.00	150,000.00
6014 Building & Structures	0.00	3,416.66	0.00	17,083.38	41,000.00
6022 Furniture & Fixtures	0.00	416.66	0.00	2,083.38	5,000.00
6042 Auto Truck & Trailer	0.00	416.66	0.00	2,083.38	5,000.00
6045 Land/ROW Acquisitions	0.00	416.66	0.00	2,083.38	5,000.00
<b>Total 6 - CAPITAL OUTLAY</b>	<b>0.00</b>	<b>19,999.97</b>	<b>0.00</b>	<b>100,000.21</b>	<b>240,000.00</b>
<b>Reconciliation Discrepancies</b>	<b>0.00</b>		<b>-1.00</b>		
<b>Total Expense</b>	<b>54,862.42</b>	<b>108,567.03</b>	<b>245,731.97</b>	<b>542,838.90</b>	<b>1,302,808.11</b>
<b>Net Ordinary Income</b>	<b>92,287.57</b>	<b>-56,992.38</b>	<b>326,835.97</b>	<b>-284,965.45</b>	<b>-683,912.11</b>

2:01 PM

03/15/21

Accrual Basis

**DRAINAGE DISTRICT No. 3**  
**Profit & Loss Budget Performance**  
February 2021

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	<u>Feb 21</u>	<u>Budget</u>	<u>Oct '20 - Feb 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Other Income/Expense					
Other Expense					
Transfer Account	0.00	0.00	0.00	0.00	0.00
Total Other Expense	0.00	0.00	0.00	0.00	0.00
Net Other Income	0.00	0.00	0.00	0.00	0.00
Net Income	<u>92,287.57</u>	<u>-56,992.38</u>	<u>326,835.97</u>	<u>-284,965.45</u>	<u>-683,912.11</u>

**DRAINAGE DISTRICT No. 3**  
**Statement of Cash Flows**  
February 2021

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	<u>Feb 21</u>
<b>OPERATING ACTIVITIES</b>	
Net Income	92,287.57
Adjustments to reconcile Net Income to net cash provided by operations:	
EMPLOYEE PAID EXPENSES:202-0400 Employee Insurance	<u>751.55</u>
Net cash provided by Operating Activities	<u>93,039.12</u>
Net cash increase for period	93,039.12
Cash at beginning of period	<u>1,578,888.10</u>
Cash at end of period	<u><u>1,671,927.22</u></u>

GROUP: DD3 Active  
 PERIOD: 1/1/2021-12/31/2021

**SUMMARY REPORT**

MONTH	PAID MEDICAL CLAIMS	% OF TOTAL CLAIMS PAID	PAID VISION CLAIMS	% OF TOTAL CLAIMS PAID	PAID DENTAL CLAIMS	% OF TOTAL CLAIMS PAID	PAID PRESCRIPTION CLAIMS	% OF TOTAL CLAIMS PAID	TOTAL CLAIMS PAID	ADMIN	TOTAL EXPENSES	BILLED PREMIUM	NET PROFIT/(LOSS)
January	\$ 1,040.74	14.50%	\$ -	0.00%	\$ 450.00	0.00%	\$ 5,687.83	79.23%	\$ 7,178.57	\$ 1,187.58	\$ 8,366.15	\$ 13,195.35	\$ 4,829.20
February	\$ 392.51	33.72%	\$ -	0.00%	\$ 95.00	0.00%	\$ 676.54	58.12%	\$ 1,164.05	\$ 1,452.46	\$ 2,616.51	\$ 16,138.48	\$ 13,521.97
March													
April													
May													
June													
July													
August													
September													
October													
November													
December													
<b>TOTALS</b>	<b>\$ 1,433.25</b>	<b>17.18%</b>		<b>0.00%</b>	<b>\$ 545.00</b>	<b>0.00%</b>	<b>\$ 6,364.37</b>	<b>76.29%</b>	<b>\$ 8,342.62</b>	<b>\$ 2,640.04</b>	<b>\$ 10,982.66</b>	<b>\$ 29,333.83</b>	<b>\$ 18,351.17</b>
MONTHLY AVERAGE	\$ 716.63		\$ -		\$ 272.50		\$ 3,182.19		\$ 4,171.31	\$ 1,320.02	\$ 5,491.33	\$ 14,666.92	\$ 9,175.58
ANNUAL PROJECTIONS	\$ 8,599.50		\$ -		\$ 3,270.00		\$ 38,186.22		\$ 50,055.72	\$ 15,840.27	\$ 65,895.99	\$ 176,002.98	\$ 110,106.99
PROJECTED MONTHLY AVERAGE PER ENROLLEE	\$ 119.44		\$ -		\$ 54.50		\$ 530.36		\$ 704.30				
PROJECTED MONTHLY AVERAGE PER MEMBER	\$ 71.66		\$ -		\$ 34.06		\$ 318.22		\$ 423.94				



GROUP: DD3 Retirees  
 PERIOD: 1/1/2021-12/31/2021

SUMMARY REPORT

MONTH	PAID MEDICAL CLAIMS	% OF TOTAL CLAIMS PAID	PAID VISION CLAIMS	% OF TOTAL CLAIMS PAID	PAID DENTAL CLAIMS	% OF TOTAL CLAIMS PAID	PAID PRESCRIPTION CLAIMS	% OF TOTAL CLAIMS PAID	TOTAL CLAIMS PAID	ADMIN	TOTAL EXPENSES	BILLED PREMIUM	NET PROFIT/(LOSS)
January	\$ -	0.00%	\$ -	0.00%	\$ -	0.00%	\$ 294.50	100.00%	\$ 294.50	145.47	\$ 439.97	\$ 1,616.29	\$ 1,176.32
February	\$ -	0.00%	\$ -	0.00%	\$ 116.00	81.06%	\$ 27.11	18.94%	\$ 143.11	145.47	\$ 288.58	\$ 1,616.29	\$ 1,327.71
March													
April													
May													
June													
July													
August													
September													
October													
November													
December													
TOTALS	\$ -	0.00%	\$ -	0.00%	\$ 116.00	26.51%	\$ 321.61	73.49%	\$ 437.61	290.93	\$ 728.54	\$ 3,232.58	\$ 2,504.04
MONTHLY AVERAGE	\$ -		\$ -		\$ 58.00		\$ 160.81		\$ 218.81	\$ 145.47	\$ 364.27	\$ 1,616.29	\$ 1,252.02
ANNUAL PROJECTIONS	\$ -		\$ -		\$ 696.00		\$ 1,929.66		\$ 2,625.66	\$ 1,745.59	\$ 4,371.25	\$ 19,395.48	\$ 15,024.23
PROJECTED MONTHLY AVERAGE PER ENROLLEE	\$ -		\$ -		\$ 19.33		\$ 160.81		\$ 180.14				
PROJECTED MONTHLY AVERAGE PER MEMBER	\$ -		\$ -		\$ 11.60		\$ 160.81		\$ 172.41				