

DRAINAGE DISTRICT NO. 3
Jefferson County, Texas

MINUTES OF MEETING

November 18, 2020

7:30 A.M.

A meeting was held November 18, 2020, at 7:30 A.M. in the District's office located at 24460 Hwy 124, Hamshire, Texas. Commissioners present were LeRoy McCall, Jr., Frank Rose, and Reginald Boykin.

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. Commissioner welcomed newly appointed commissioner Reginald Boykin.
 - B. Commissioners reviewed the Districts checks written October 31, 2020 through November 15, 2020.
 - C. Commissioners reviewed the monthly financial report presented by Shanna Verret. The ending fund balance was \$1,320,912.25 down \$19,050.33 from last month.
 - D. Commissioners reviewed the monthly insurance summary which showed a profit of \$66,660.21 on active employees and a profit of \$14,099.31 on retirees.
 - E. Commissioners went into executive session where it was reported that a new employee Eric Burrell was hired. Also, Commissioners decided that Shanna Verret would get paid regular pay during Covid leave since she worked daily during that time.
4. Project/Equipment Update –
 - A. Equipment Update
 1. Shanna Verret reported that all equipment is working fine. Some AC work was done on one of the tractors.
 - B. Project Update –
 1. Shanna Verret reported that Salazar property pipe has been installed.
 2. Some equipment was locked behind a fence due to misunderstanding about work which has been resolved.
 3. A problem has been discovered near Buccaneer Dr where a fence may need to be removed before ditch is cleaned. An agreement is being worked out with the landowner.
5. New Business –
 - A. No Meeting Update
 - B. No Board Comments
 - C. Next regular meeting date was set for Wednesday, December 16, 2020 at 7:30 a.m.
With no further business, meeting adjourned at 8:20 a.m.

LeRoy McCall, Jr. Chairman

Frank R. Rose, Secretary

Reginald C. Boykin, Sr., Commissioner



Form #2204 Rev 9/2017

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Austin, TX 78711-2887
512-463-6334
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OATH OF OFFICE

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,
I, REGINALD C BOYKIN SR, do solemnly swear (or affirm), that I will faithfully
execute the duties of the office of DRAINAGE DISTRICT # 3 of
the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws
of the United States and of this State, so help me God.

Reginald C Boykin
Signature of Officer

Certification of Person Authorized to Administer Oath

State of TEXAS

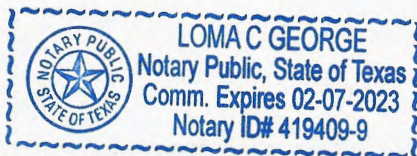
County of Jefferson

Sworn to and subscribed before me on this 10th day of November, 20 20

(Affix Notary Seal,
only if oath
administered by a
notary.)

Loma George

Signature of Notary Public or
Signature of Other Person Authorized to Administer An
Oath



LOMA GEORGE
Printed or Typed Name

Form #2201 Rev. 09/2017
Submit to:
SECRETARY OF STATE
Government Filings
Section P O Box 12887
Austin, TX 78711-2887
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STATEMENT OF OFFICER

Statement

I, REGINALD C. BOYKIN SR., do solemnly swear (or affirm) that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value, or promised any public office or employment for the giving or withholding of a vote at the election at which I was elected or as a reward to secure my appointment or confirmation, whichever the case may be, so help me God.

Title of Position to Which Elected/Appointed: DRAINAGE DISTRICT # 3

Execution

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated therein are true.

Date: 11-10-2020

Reginald Boykin Sr
Signature of Officer

Return to:

JEFFERSON COUNTY DRAINAGE DISTRICT
NO
P.O. BOX 120
HAMSHIRE, TX 77622

FILED AND RECORDED
OFFICIAL PUBLIC RECORDS

Carolyn L Guidry

Carolyn L. Guidry, County Clerk
Jefferson County, Texas

November 18, 2020 10:25:56 AM

FEE: \$0.00

2020035324

DRAINAGE DISTRICT NO. 3

Jefferson County, Texas

Maintained Operations Fund

Expenditures

OCTOBER 31, TO NOVEMBER 15, 2020

DATE	CHECK No.	PAYEE	AMOUNT	DESCRIPTION
10/30/2020	11742	PAYROLL ACCOUNT	\$ 9,753.50	SALARIES & AUTO ALLOWANCE
10/30/2020	EFT	IRS - FICA TAXES	\$ 1,164.96	FICA TAXES OCTOBER 2020
10/30/2020	EFT	TEXAS COUNTY & DISTRICT RETIREMENT	\$ 967.65	EMPLOYER CONTRIBUTION 10-2020
10/30/2020	11743	UNITED HEALTH CARE	\$ 1,062.44	RETIREE MEDICAL SUPPLEMENT
10/30/2020	1174	UNITED HEALTH CARE	\$ 1,062.24	RETIREE RX SUPPLEMENT
10/30/2020	11745	M & D SUPPLY	\$ 52.52	HARDWARE
10/30/2020	11746	OFFICE DEPOT	\$ 43.98	MEDICAL & SAFETY
10/30/2020	11747	WARREN EQUIPMENT	\$ 3,235.00	ICE MACHINE
10/30/2020	11748	POSTMASTER	\$ 110.00	STAMPS
10/30/2020	11749	CENTERPOINT ENTERGY	\$ 75.58	NATURAL GAS
10/30/2020	11750	VERIZON WIRELESS	\$ 133.75	DISTRICT MOBILE SERVICE
10/30/2020	11751	ENTERGY	\$ 175.24	ELECTRICITY
10/30/2020	11752	WINNIE WELDING WORKS	\$ 360.00	EQUIPMENT MOVE RENTAL
		TOTAL	\$ 18,196.86	
11/15/2020	117553	PAYROLL ACCOUNT	\$ 9,210.00	SALARIES
11/15/2020	117554	SOUTHEAST TX GOVT EMPLOYEE BENEFIT POOL	\$ 16,391.00	MEDICAL INSURANCE
11/15/2020	117555	VOID		
11/15/2020	117556	COUNTY TREASURER	\$ 35.88	LIFE INSURANCE
11/15/2020	117557	TRACTOR SUPPLY	\$ 49.99	BATTERIES
11/15/2020	117558	FARM & HOME SUPPLY	\$ 118.09	HOSES & FITTINGS
11/15/2020	117559	SAM'S CLUB	\$ 39.96	MISCELLANEOUS
11/15/2020	117560	WEST JEFFERSON CO. MWD	\$ 27.67	WATER
11/15/2020	117561	HAMSHIRE WASTE	\$ 68.00	WASTE DISPOSAL
11/15/2020	117562	PRECHECK	\$ 68.00	PROFESSIONAL SERVICES
11/15/2020	117563	SHANNA VERRET	\$ 150.00	REIMBURS. NEW EMPLOYEE COVID TESTING
11/15/2020	117564	AHC SERVICES	\$ 1,040.72	PROFESSIONAL SERVICES
11/15/2020	117565	WINNIE WELDING WORKS	\$ 360.00	EQUIPMENT RENTAL
11/15/2020	117566	JUX TECHNOLOGIES	\$ 68.00	PROFESSIONAL SERVICES
		TOTAL	\$ 27,627.31	

DRAINAGE DISTRICT No. 3
Profit & Loss Budget Performance
October 2020

	Oct 20	Budget	Oct 20	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
REVENUES					
101 - Current Taxes	21,467.50	50,491.37	21,467.50	50,491.37	605,896.00
102 - Delinquent Taxes	2,555.22	666.74	2,555.22	666.74	8,000.00
103 - Interest	79.42	416.74	79.42	416.74	5,000.00
104 - Rendition Penalty	0.00	0.00	0.00	0.00	0.00
106 - Miscellaneous	0.00	0.00	0.00	0.00	0.00
Total REVENUES	<u>24,102.14</u>	<u>51,574.85</u>	<u>24,102.14</u>	<u>51,574.85</u>	<u>618,896.00</u>
Total Income	<u>24,102.14</u>	<u>51,574.85</u>	<u>24,102.14</u>	<u>51,574.85</u>	<u>618,896.00</u>
Gross Profit	24,102.14	51,574.85	24,102.14	51,574.85	618,896.00
Expense					
1 - SALARIES					
1002 - Clerical	3,888.00	3,888.62	3,888.00	3,888.62	46,663.00
1009 - Dept Head / Foreman	5,921.00	5,921.37	5,921.00	5,921.37	71,056.00
1010 - Commissioners	900.00	900.00	900.00	900.00	10,800.00
1015 - Extra Help	0.00	3,166.74	0.00	3,166.74	38,000.00
1048 - Equipment Operators/Asst	4,798.00	13,465.12	4,798.00	13,465.12	161,581.00
1050 - Over Time	0.00	0.00	0.00	0.00	0.00
Total 1 - SALARIES	<u>15,507.00</u>	<u>27,341.85</u>	<u>15,507.00</u>	<u>27,341.85</u>	<u>328,100.00</u>
2 - FRINGE BENEFITS					
2001 - FICA Expenses	1,164.96	2,401.50	1,164.96	2,401.50	28,818.00
2002 - Retirement	967.65	1,611.24	967.65	1,611.24	19,334.00
2003 - Insurance	18,204.08	21,592.24	18,204.08	21,592.24	259,106.00
2004 - Worker's Compensation	0.00	916.74	0.00	916.74	11,000.00
2006 - Auto Allowance	1,550.00	1,550.00	1,550.00	1,550.00	18,600.00
2007 - Retirement Wage Contg	0.00	2,500.00	0.00	2,500.00	30,000.00
2008 - Health Ins. Savings Acct	0.00	1,187.50	0.00	1,187.50	14,250.00
Total 2 - FRINGE BENEFITS	<u>21,886.69</u>	<u>31,759.22</u>	<u>21,886.69</u>	<u>31,759.22</u>	<u>381,108.00</u>
3 - MATERIALS & SUPPLIES					
3006 Batteries	0.00	208.37	0.00	208.37	2,500.00
3008 Bolts Nuts Nails & Screws	0.00	83.37	0.00	83.37	1,000.00
3009 Antifreeze & Coolant	0.00	150.00	0.00	150.00	1,800.00
3010 Books & Printed Matter	0.00	416.74	0.00	416.74	5,000.00
3012 Prints, Maps & Etc	0.00	83.37	0.00	83.37	1,000.00
3014 Chains & Hooks	0.00	41.74	0.00	41.74	500.00
3016 Chemicals Weed Control	0.00	1,083.37	0.00	1,083.37	13,000.00
3018 Cleaners & Solvents	0.00	125.00	0.00	125.00	1,500.00
3020 Metal Culvert Pipe	0.00	1,250.00	0.00	1,250.00	15,000.00
3022 Copying Supplies	0.00	166.74	0.00	166.74	2,000.00

DRAINAGE DISTRICT No. 3
Profit & Loss Budget Performance
October 2020

	Oct 20	Budget	Oct 20	YTD Budget	Annual Budget
3027 Electrical Supplies	0.00	250.00	0.00	250.00	3,000.00
3030 Fencing Material	0.00	416.74	0.00	416.74	5,000.00
3032 Concrete, Sand, Aggregat	0.00	583.37	0.00	583.37	7,000.00
3034 Diesel Fuel	0.00	2,500.00	0.00	2,500.00	30,000.00
3036 Diesel Fuel ON ROAD	0.00	1,250.00	0.00	1,250.00	15,000.00
3037 Gasoline	0.00	583.37	0.00	583.37	7,000.00
3040 Hardware - Misc	52.52	250.00	52.52	250.00	3,000.00
3041 Hose & Fittings & Filters	0.00	666.74	0.00	666.74	8,000.00
3048 Lumber, Timbers, Rope	0.00	208.37	0.00	208.37	2,500.00
3050 Medical & Safety	43.98	250.00	43.98	250.00	3,000.00
3051 Motor Oil & Grease	0.00	833.37	0.00	833.37	10,000.00
3056 Paint & Brushes	0.00	83.37	0.00	83.37	1,000.00
3072 Rope Wire Manila & Burlap	0.00	66.74	0.00	66.74	800.00
3073 Spare Parts, Heavy Equip	0.00	33.37	0.00	33.37	400.00
3077 Computer Supplies	0.00	125.00	0.00	125.00	1,500.00
3078 Office Supplies	0.00	208.37	0.00	208.37	2,500.00
3080 Steel Angle Iron Rods, Etc	0.00	208.37	0.00	208.37	2,500.00
3083 Tires & Tubes	0.00	666.74	0.00	666.74	8,000.00
3084 Minor Equipment	3,235.00	833.37	3,235.00	833.37	10,000.00
3095 Welding Supplies	0.00	166.74	0.00	166.74	2,000.00
3099 Sundry	0.00	166.74	0.00	166.74	2,000.11
Total 3 - MATERIALS & SUPPLIES	3,331.50	13,959.47	3,331.50	13,959.47	167,500.11
4 - MAINTENANCE & UTILITES					
4001 Cooling and Heating	0.00	83.37	0.00	83.37	1,000.00
4009 Building & Structure	0.00	83.37	0.00	83.37	1,000.00
4010 Tractors & Mowers	0.00	833.37	0.00	833.37	10,000.00
4011 Equipment Repairs	0.00	2,500.00	0.00	2,500.00	30,000.00
4013 Marine Craft	0.00	166.74	0.00	166.74	2,000.00
4014 - Auto - Truck	0.00	166.74	0.00	166.74	2,000.00
4015 Communication Equip	0.00	100.00	0.00	100.00	1,200.00
4020 Miscellaneous	0.00	41.74	0.00	41.74	500.00
4030 Tools	0.00	250.00	0.00	250.00	3,000.00
4051 Freight	0.00	25.00	0.00	25.00	300.00
4052 Postage	110.00	41.74	110.00	41.74	500.00
4053 Natural Gas/Butane	75.58	291.74	75.58	291.74	3,500.00
4054 Telephone	133.75	500.00	133.75	500.00	6,000.00
4056 Electricity	175.24	500.00	175.24	500.00	6,000.00
4057 Water & Sewer	27.67	166.74	27.67	166.74	2,000.00
4058 Garbage Waste Disposal	68.00	100.00	68.00	100.00	1,200.00
Total 4 - MAINTENANCE & UTILITES	590.24	5,850.55	590.24	5,850.55	70,200.00

DRAINAGE DISTRICT No. 3
Profit & Loss Budget Performance
October 2020

	Oct 20	Budget	Oct 20	YTD Budget	Annual Budget
5 - MISCELLANEOUS SERVICES					
5009 Professional Services	68.00	666.74	68.00	666.74	8,000.00
5021 Dues & Subscriptions	516.50	208.37	516.50	208.37	2,500.00
5027 Engineering Fees	0.00	833.37	0.00	833.37	10,000.00
5028 Assessor/Collector Fees	1,465.80	166.74	1,465.80	166.74	2,000.00
5029 Attorney Fees	0.00	833.37	0.00	833.37	10,000.00
5031 Filing, Records & Photos	0.00	8.37	0.00	8.37	100.00
5032 Accounting Services	0.00	41.74	0.00	41.74	500.00
5036 Treasurer Commision	0.00	83.37	0.00	83.37	1,000.00
5038 Supplemenal Tax Refunds	0.00	166.74	0.00	166.74	2,000.00
5040 Insurance Autos & Trucks	0.00	500.00	0.00	500.00	6,000.00
5041 Insurance Property	0.00	291.74	0.00	291.74	3,500.00
5043 Insurance General Liab	0.00	166.74	0.00	166.74	2,000.00
5044 Insurance Official Liab	0.00	166.74	0.00	166.74	2,000.00
5045 Bonds Surety & Notary	100.00	83.37	100.00	83.37	1,000.00
5053 Equipment Rental	360.00	1,041.74	360.00	1,041.74	12,500.00
5054 Contract Aerial Spraying	0.00	833.37	0.00	833.37	10,000.00
5055 Contract Spraying	0.00	833.37	0.00	833.37	10,000.00
5062 Travel & Meeting Expense	0.00	66.74	0.00	66.74	800.00
5064 Training & Education	0.00	125.00	0.00	125.00	1,500.00
5074 Independent Auditor Fees	0.00	1,458.37	0.00	1,458.37	17,500.00
5095 Bank Service Charges	149.66	250.00	149.66	250.00	3,000.00
5098 Appraisal District Fees	0.00	750.00	0.00	750.00	9,000.00
5099 Sundry	0.00	83.37	0.00	83.37	1,000.00
Total 5 - MISCELLANEOUS SERVICES	2,659.96	9,659.36	2,659.96	9,659.36	115,900.00
6 - CAPITAL OUTLAY					
6001 Office Machines	0.00	333.37	0.00	333.37	4,000.00
6002 Excavation Equipment	0.00	2,500.00	0.00	2,500.00	30,000.00
6011 Machinery & Equipment	0.00	12,500.00	0.00	12,500.00	150,000.00
6014 Building & Structures	0.00	3,416.74	0.00	3,416.74	41,000.00
6022 Furniture & Fixtures	0.00	416.74	0.00	416.74	5,000.00
6042 Auto Truck & Trailer	0.00	416.74	0.00	416.74	5,000.00
6045 Land/ROW Acquisitions	0.00	416.74	0.00	416.74	5,000.00
Total 6 - CAPITAL OUTLAY	0.00	20,000.33	0.00	20,000.33	240,000.00
Total Expense	43,975.39	108,570.78	43,975.39	108,570.78	1,302,808.11
Net Ordinary Income	-19,873.25	-56,995.93	-19,873.25	-56,995.93	-683,912.11

DRAINAGE DISTRICT No. 3
Profit & Loss Budget Performance
October 2020

	<u>Oct 20</u>	<u>Budget</u>	<u>Oct 20</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>-19,873.25</u>	<u>-56,995.93</u>	<u>-19,873.25</u>	<u>-56,995.93</u>	<u>-683,912.11</u>

DRAINAGE DISTRICT No. 3
Statement of Cash Flows
October 2020

	<u>Oct 20</u>
OPERATING ACTIVITIES	
Net Income	-19,873.25
Adjustments to reconcile Net Income to net cash provided by operations:	
EMPLOYEE PAID EXPENSES:202-0400 Employee Insurance	<u>731.69</u>
Net cash provided by Operating Activities	<u>-19,141.56</u>
Net cash increase for period	-19,141.56
Cash at beginning of period	<u>1,340,053.91</u>
Cash at end of period	<u><u>1,320,912.35</u></u>

GROUP: DD3 Active
 PERIOD: 1/1/2020-12/31/2020

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	\$ 9,108.38	69.26%	\$ -	0.00%	\$ -	0.00%	\$ 4,042.49	30.74%	\$ 13,150.87	\$ 1,627.96	\$ 14,778.83	\$ 18,088.41	\$ 3,309.58
February	\$ 7,704.75	89.82%	\$ -	0.00%	\$ 346.00	0.00%	\$ 527.17	6.15%	\$ 8,577.92	\$ 1,627.96	\$ 10,205.88	\$ 18,088.41	\$ 7,882.53
March	\$ 15,485.24	94.26%	\$ -	0.00%	\$ 623.40	0.00%	\$ 320.22	1.95%	\$ 16,428.86	\$ 1,627.96	\$ 18,056.82	\$ 18,088.41	\$ 31.59
April	\$ 2,874.62	31.83%	\$ -	0.00%	\$ -	0.00%	\$ 6,157.79	68.17%	\$ 9,032.41	\$ 1,627.96	\$ 10,660.37	\$ 18,088.41	\$ 7,428.04
May	\$ 1,742.92	45.63%	\$ -	0.00%	\$ 345.60	0.00%	\$ 1,730.80	45.32%	\$ 3,819.32	\$ 1,627.96	\$ 5,447.28	\$ 18,088.41	\$ 12,641.13
June	\$ 6,170.08	85.36%	\$ -	0.00%	\$ 512.00	0.00%	\$ 545.83	7.55%	\$ 7,227.91	\$ 1,627.96	\$ 8,855.87	\$ 18,088.41	\$ 9,232.54
July	\$ 2,214.26	41.28%	\$ -	0.00%	\$ 241.00	0.00%	\$ 2,909.24	54.23%	\$ 5,364.50	\$ 1,494.41	\$ 6,858.91	\$ 16,604.58	\$ 9,745.67
August	\$ 8,894.35	294.35%	\$ -	0.00%	\$ 379.00	0.00%	\$ (6,251.68)	-206.89%	\$ 3,021.67	\$ 1,494.41	\$ 4,516.08	\$ 16,604.58	\$ 12,088.50
September	\$ 1,151.09	21.09%	\$ -	0.00%	\$ -	0.00%	\$ 4,307.64	78.91%	\$ 5,458.73	\$ 1,494.41	\$ 6,953.14	\$ 16,604.58	\$ 9,651.44
October	\$ 13,426.93	65.62%	\$ -	0.00%	\$ -	0.00%	\$ 7,034.06	34.38%	\$ 20,460.99	\$ 1,494.41	\$ 21,955.40	\$ 16,604.58	\$ (5,350.82)
November													
December													
TOTALS	\$ 68,772.62	74.31%		0.00%	\$ 2,447.00	0.00%	\$ 21,323.56	23.04%	\$ 92,543.18	\$ 15,745.39	\$ 108,288.57	\$ 174,948.78	\$ 66,660.21
MONTHLY AVERAGE	\$ 6,877.26		\$ -		\$ 244.70		\$ 2,132.36		\$ 9,254.32	\$ 1,574.54	\$ 10,828.86	\$ 17,494.88	\$ 6,666.02
ANNUAL PROJECTIONS	\$ 82,527.14		\$ -		\$ 2,936.40		\$ 25,588.27		\$ 111,051.82	\$ 18,894.47	\$ 129,946.28	\$ 209,938.54	\$ 79,992.25
PROJECTED MONTHLY AVERAGE PER ENROLLEE	\$ 982.47		\$ -		\$ 34.96		\$ 304.62		\$ 1,322.05				
PROJECTED MONTHLY AVERAGE PER MEMBER	\$ 625.21		\$ -		\$ 22.25		\$ 193.85		\$ 841.30				

