



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

FEBRUARY 21, 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 **21st day of February, 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 December 13, 2023 meeting.**

V. **Office Update**

A. Review and Accept Regular District Bills January 31, 2023 to February 15, 2024

B. Review and Accept Monthly Financial Reports

C. Review and Accept Monthly Insurance Summary

D. Discuss and Possibly Approve fiscal audit FY2023 as presented by Jana Uribe with Pollans & Cohen, P.C. & Terry Whiddon, CPA with FMW

E. Consider and Approve renewal of District Insurance with Texas Water Conservation Association

F. Consider and Approve appointing Shanna Verret as subagent authorized representative for the District. This person will sign and submit TWDB FMA grants the grant on behalf of the District.

G. Consider and possibly approve revisions to the Personnel Policies Practices and Procedures Manual for the following policies: Section 5.6 - Grounds for Immediate Suspension or Dismissal; Section 5.11 - Computer, Electronic Mail, and Internet Use; and Section 10.2 - Vacation.

H. Executive Session – *See footnote¹*

I. Consider and take action, if any, on items discussed in Executive Session

VI. Equipment/Project Update

A. Equipment Update –

B. Project Update –

1. DITCH 302 - S. Clodfelter – Discuss resolutions for her concerns on the operation of this ditch

Pipe Replacements

1. DITCH 402 – (2) 48” Crossings - Licatino Property – Big Hill Rd
2. DITCH 401 – (1) 98”X30’ – Wilber Property – Wilber Rd
3. DITCH 312/306 (1) 60” Crossing - Wiggins Property – Vincent Rd
4. DITCH 203 (2) 30”X 30’ Crossing – Taylor Property – Old Big Hill
5. DITCH 318 – Ackel Property – Vincent Rd

New Construction Updates

1. Longhorn RV Park – Wilber Rd
2. AGY RV Park – Hwy 73
3. Oasis Truck Stop – Hwy 73 & Kiker Rd

Completed Projects

1. N. Mitchell – E. Hamshire Rd

Projects in Progress

1. R. Byerly –Ditch 318-1 - Englin Rd
3. V. Wright – Ditch 308 - Vincent Rd
4. B. Bundick – Vincent Rd
5. M. Jones – Ditch 124-2 (2) 96” Crossings

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
6. C Pettigrew – Ditch 750 – Brush Island Rd

VII. New Business

A. Meeting Updates

1. TWDB – Zoom – Agricultural Water Conservation Grants Program - February 7, 2024
2. NOAA Flood Workshop – Lamar Cherry Engineering – February 12, 2024
3. GLO – Zoom - Mitigation Assistance for Tailoring Choices (MATCH) Tool – February 20, 2024

B. Board Comments

C. Set Next Meeting Date

¹ 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
FEBRUARY 21, 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://jcdd3.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 February 15, 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