

**MINUTES OF THE REGULAR MEETING OF
THE BOARD OF DIRECTORS OF
CAMERON COUNTY DRAINAGE DISTRICT NO. 5
February 6, 2024**

A meeting of the Board of Directors of Cameron County Drainage District No. 5 convened on February 6, 2024, at 9:30 p.m. at the office of the District pursuant to notice duly given as required by law. Present were Directors Steve Jennings, Jerome Wade, and Nicholas Consiglio General Manager Rolando Vela, Assistant General Manager Veronica Larraga, District Engineer Jack L. Brown, District Attorney Buddy R. Dossett, and GIS Specialist Eloy Macias. Also in attendance were Alan Moore, Scot Arnold, Diana Izaguirre, Gilberto Gracia, Roberto Lopez, and Juan Salinas. President Jennings called the meeting to order and presided.

- Item 1 Pledge of Allegiance

- Item 2 Minutes. The minutes of the Regular Meeting of January 23, 2024 were presented and reviewed. The motion was made by Jerome Wade and seconded by Nicholas Consiglio that the Minutes of the Regular Meeting of January 23, 2024, be approved. Following a discussion, the motion unanimously carried.

- Item 3 Public Comment Period. No one appeared. No written comments were received.

- Item 4 Subdivisions.
 - 4.1 CAPITAL CITY ESTATES (BEING A 12.267 ACRE TRACT OUT OF BLOCK SIX (6) AND A PORTION OF BLOCK SEVEN (7) OUT OF THE F.Z. BISHOP SUBDIVISION OF SURVEY 39. It was noted that if a plat is not acceptable in all respects, approval must be denied. Engineer Brown advised that the plat is not acceptable in all respects. The motion was made by Jerome Wade and seconded by Steve Jennings that approval of this plat be denied. Following a discussion the motion unanimously carried.

 - 4.2 STUART HEIGHTS SUBDIVISION (BEING A 25.63 ACRES OF LAND OUT OF BLOCK 61, WILSON TRACT SUBDIVISION). Final plat presented. It was noted that the Sibley Lateral is in the southwest corner of, and along the west side of, the subject property. Stormwater will discharge into a District detention basin, adjoining the subject property to the north. The motion was made by Jerome Wade and,seconded by Steve Jennings that this plat be approved. Following a discussion the motion unanimously carried.

- Item 5 Audit for Fiscal Year Ended September 30, 2023. Mr. Roberto Lopez with Roberto Lopez CPA PC presented the Audit of the District for the fiscal year ended September 30, 2023. After discussion, the motion was made by Jerome Wade and seconded by Steve Jenning, that the audit for the fiscal year ended September 30, 2023 be accepted. Following a discussion, the motion unanimously carried.

- Item 6 Administration / Manager. Attorney Dossett recommended that the General Manager's authority to execute documents and act on behalf of the District be expressly stated. The motion was made by Jerome Wade and seconded by Steve

Jennings that this Resolution respecting the General Manager's authority. Resolution be adopted and filed in the Real Property Records of Cameron County, Texas:

Whereas:

- Pursuant to Texas Water Code § 49.056(a), on July 1, 2023, Roland Vela became the District's General Manager, effective July 1, 2023, and has been acting in that capacity since July 1, 2023, but the Board of Cameron County Drainage District No. 5 has not heretofore formally and expressly stated, defined, and clarified his authority as General Manager, and now wishes to do so.
- Pursuant to Texas Water Code § 49.056(a), the Board of Cameron County Drainage District No. 5 may delegate to the General Manager full authority to manage and operate the affairs of Cameron County Drainage District No. 5 subject to orders of the Board of Cameron County Drainage District No. 5.
- Pursuant to Texas Water Code § 49.056(b), the Board of Cameron County Drainage District No. 5 may delegate to its General Manager the authority to employ all persons necessary for the proper handling of the business and operations of the District.
- Pursuant to Texas Water Code § 49.054(b) the Board Cameron County Drainage District No. 5 may by resolution authorize its General Manager to execute a document or documents on behalf of the District.
- Pursuant to Texas Water Code § 49.054(e) the Board Cameron County Drainage District No. 5 may appoint its General Manager as assistant secretary to assist the Secretary of the District's Board of Directors, and to certify as to the authenticity of any record of the District.
- Texas Tax Code § 26.04, requires that the District designate a person to calculate the No-New-Revenue Tax Rates and Voter Approval Rates and to certify the Tax Rate Calculation Worksheets for the District;

Now, therefore, effective July 1, 2023:

1. Pursuant to Texas Water Code § 49.056(a), the Board of Cameron County Drainage District No. 5 delegates to Rolando Vela, General Manager, full authority to manage and operate the affairs of Cameron County Drainage District No. 5 subject to orders of the Board of Cameron County Drainage District No. 5.
2. Pursuant to Texas Water Code § 49.056(b), the Board of Cameron County Drainage District No. 5 delegates to Rolando Vela, General Manager, the authority to employ all persons necessary for the proper handling of the business and operations of the District, provided:
 - 2.1 the Board shall determine if and when additional employees need to

- be hired and the compensation to be paid to new hires.
 - 2.2 the Board shall determine the compensation to be paid all employees of the District, including raises.
 3. Pursuant to Texas Water Code § 49.054(b) the Board Cameron County Drainage District No. 5 authorizes Rolando Vela, General Manager, to execute these documents on behalf of the District.
 - 3.1 Grant Applications and all other necessary documents required or needed for securing grants, and for the administration of, and close-out of, grants.
 - 3.2 Plats subdividing land on which there are no District drains or other drainage facilities.
 - 3.3 Contracts approved by the Board.
 - 3.4 License Agreements and Permits the issuance of which have been approved by the Board.
 - 3.5 The District Registration Form or such other form required by Texas Water Code § 49.054(f).
 - 3.6 All documents necessary for Board approved conveyances of real property, except the deed (the Board President shall sign the deed).
 - 3.7 All documents necessary for Board approved acquisitions of real property.
 - 3.8 All documents necessary to accept Board approved donations of real property to the District.
 - 3.9 All documents necessary for Board approved acquisitions of rights-of-way.
 - 3.10 All documents necessary for Board approved releases of rights-of-way.
 - 3.11 All documents necessary for Board approved purchases of equipment and vehicles, and Board approved sales of, and trade-ins of, equipment and vehicles, including, but not limited to, title transfer documents and bills of sale.
 - 3.12 Notices of, and Agendas for, Board of Director's meetings.
 4. Pursuant to Texas Water Code § 49.054(e), the Board Cameron County Drainage District No. 5 appoints Rolando Vela, General Manager, as assistant secretary to assist the Secretary of the District's Board of Directors, and to certify as to the authenticity of any record of the District.
 5. Pursuant to Texas Tax Code § 26.04, the Board Cameron County Drainage District No. 5 designates its General Manager, presently Rolando Vela, the person to calculate the No-New-Revenue Tax Rates and Voter Approval Rates and to certify the Tax Rate Calculation Worksheets for the District, for tax year 2024 and all years thereafter.
 6. The Board Cameron County Drainage District No. 5 hereby ratifies all actions of Rolando Vela done and taken on behalf of the District in his capacity as General Manager from July 1, 2023 to February 6, 2024.

Following a discussion the motion unanimously carried.

- Item 7 Drain Drone Mapping-Data Collection Project. Scot Arnold with 360 Drone Mapping presented a power point presentation of work accomplished to date.
- Item 8 Reports
- 8.1 Manager – February 15 Grand Opening event discussed.
 - 8.2 District Engineer – Engineer Brown was not present
 - 8.3 District Attorney – Now that the Audit for the fiscal year ended September 30, 2023 has been completed, the 2024 Special Purpose District Report will be filed..
- Item 9 Payment of Accounts, Wages, and Director’s Services. The motion was made by Jerome Wade and seconded by Steve Jennings that these checks be issued:

CONSTRUCTION & MAINTENANCE FUND

Ck No. 7198	Steve Jennings	\$	277.05
Ck No. 7199	Jerome Wade		277.05
Ck No. 7200	Nicholas Consiglio		277.05
Ck No. 7201	Buddy R. Dossett		470.00
Ck No. 7202	Veronica Larraga		2,153.73
Ck No. 7203	Rolando Vela		3,587.32
Ck No. 7204	Eloy S. Macias, Jr.		1,900.35
Ck No. 7205	Alan Moore		1,000.00
Ck No. 7206	Dick Office Supply of Harlingen		75.03
Ck No. 7207	WM Corporate Service, Inc.		33.90
Ck No. 7208	SOG Properties, LLC		1,700.00
Ck No. 7209	Rolando Vela		795.15
Ck No. 7210	Rio Grande Guardian		3,000.00
Ck No. 7211	360 Drone Mapping, LLC		10,270.00
Ck No. 7212	Roberto Lopez, CPA PC		12,000.00
Ck No. 7213	CyberNation		432.39
Ck No. 7214	Harlingen Irrigation District No. 1		41,881.06
Ck No. 7215	Shirley & Sons Construction Co., Inc.		<u>57,000.00</u>
TOTAL CONSTRUCTION & MAINTENANCE FUND			<u>\$ 137,130.08</u>

Following a discussion, the motion unanimously carried

- Item 10 Executive Session. None.
- Item 11 Action on items in Executive Session. None.
- Item 12 Adjournment. There being no further business, the meeting was adjourned at 10:53 a.m.

Steve Jennings, President

ATTEST:

Jerome Wade, Secretary