



AGENDA

MEETING OF THE BOARD OF DIRECTORS
Of
JEFFERSON COUNTY DRAINAGE DISTRICT NO. 6

Will Be Held At
9:00 A.M.
July 14, 2020

at
6550 Walden Road
Beaumont, Texas 77707

NOTICE IS HEREBY GIVEN in accordance with order of the Office of the Governor issued March 16, 2020. Jefferson County Drainage District No. 6 will conduct a Regular Meeting, scheduled for Tuesday, July 14, 2020 at 9 a.m., located at Jefferson County Drainage District No. 6, 6550 Walden Road, Beaumont, Texas 77707, by remote electronic means in order to advance the public health goal of limiting face-to-face meetings (also called "social distancing") to slow the spread of the Coronavirus (COVID-19). There will be no public access to the location above.

HOW TO PARTICIPATE IN THE ZOOM WEBINAR AS AN ATTENDEE

Register in advance for this Webinar at:

https://zoom.us/webinar/register/WN_5bKQyf2rRnCQ9DVNOGhPVA

Webinar Date: Jul 14, 2020 09:00 AM Central Time (US and Canada)

Webinar Topic: Jefferson County Drainage District No. 6 Meeting of the Board of Directors

After registering, Attendee will receive a confirmation email containing information about joining the webinar.

If you cannot register via a computer, please call the District at (409) 842-1818 by 5:00 P.M. on Monday, July 13, 2020. A District employee will register you and give you a phone number to call into the Webinar to offer public comments.

- A. Meeting called to order.
- B. Call Roll.
- C. Pledge of Allegiance.
- D. Invocation.
- E. Workshop Session.
 - 1. Easements, street abandonments, and plat reviews.
 - 2. General discussion and reports on various drainage plans and projects.
- F. The President to declare a public hearing in session to receive community input allowing citizens an opportunity to discuss the Citizen Participation Plan affording consideration to local community development needs, the amount of Community Development Block Grant-Disaster Recovery (CDBG-DR) funding available and all eligible activities to be included in the application for CDBG-DR Harvey MIT competition.

G. Public Comments.

Public Comments (3 minutes each) – An opportunity for the public to address the Jefferson County Drainage District No. 6 Board of Directors on agenda items or concerns not on the agenda. Those wishing to speak must register in advance for this Webinar. You can register at: https://zoom.us/webinar/register/WN_5bKQyf2rRnCQ9DVNOGhPVA. If you cannot register via a computer, please call the District at (409) 842-1818 by 5:00 P.M. on Monday, July 13, 2020, and a District employee will register you and give you a phone number to call into the Webinar to offer comments. Members of the public who utilize a translator to address the Board shall be allowed six (6) minutes to address the Board.

H. Approve the minutes of June 9, 2020.

I. Business session:

1. Consider a resolution authorizing the payment of routine bills received since June 9, 2020, that were not expressly authorized or denied for payment elsewhere on this agenda.
2. Consider a resolution acknowledging the receipt and filing of Jefferson County Drainage District No. 6's Investment Schedule for June 30, 2020, pursuant to Section 2256.023 of the Public Funds Investment Act.
3. Consider and possibly approve the waiver of penalty and interest on the three (3) accounts listed below, pursuant to Section 33.011 of the State Property Tax Code, as requested by the County Tax Assessor-Collector.

<u>Taxpayer's Name</u> <u>Account Number</u>	<u>Total Levy</u> <u>Paid</u>	<u>Waiver of P&I</u> <u>Requested</u>
Mensacapital Properties LLC 016045-000/001600-00000	\$206.06	\$26.78
Mensacapital Properties LLC 016045-000/001700-00000	\$206.06	\$26.78
Stephanie Ann Ross 059060-000/002700-00000	\$536.19	\$48.26

4. Consider a resolution approving a Record Retention Plan for Jefferson County Drainage District No. 6 pursuant to Texas Government Code § 441 and Texas Local Government Code Chapters 201-205.
5. Consider a resolution approving the policy changes and/or additions listed below to Jefferson County Drainage District No. 6's official "Personnel Policy and Practices Manual," which will become effective on January 1, 2021, and also authorizing any changes required throughout the current policy manual for any references made to "sick leave" and "vacation," as a result of converting to a Paid Time Off Leave Policy:
 - 9.1 Paid Time Off Leave (PTO),
 - 9.3 Sick Pay (Policy to be removed, no longer applies)
 - 9.8 Personal Leave, and
 - 9.9 Catastrophic (Policy to be removed, no longer applies).

6. In connection with the District's maintenance program, consider a resolution ratifying the execution of an Agreement for Litter Removal Services for District Rights-of-Way and Specified Areas (20-016/KJS) between Jefferson County Drainage District No. 6, WorkQuest (a State of Texas agency), and Beaumont Products & Services, Inc. for a one-year period beginning July 1, 2020 and ending June 30, 2021, with two additional one-year extensions and an estimated basic fee not to exceed Ten Thousand Dollars (\$10,000.00) within a one-year period.
7. In connection with the Bayou Din/Kidd Gully Detention Project (Ditch 406), consider a resolution authorizing a five (5) year Grazing Lease between Jefferson County Drainage District No. 6 and Mark S. Mitchell, over a 653.836-acre tract of land out of the B.B.B. & C. RR. Co. Survey, Section 264, Abstract 81 and the B.B.B. & C. RR. Co. Survey, Section 118, Abstract 82, and the T. & N). RR. Co. Survey, Section 25, Abstract 143, Jefferson County, Texas, with an effective date of April, 27, 2020.
8. Consider a resolution authorizing J. Thad Heartfield of the Heartfield Law Firm to purchase, through negotiation or condemnation, all tracts of land necessary from all landowners of right-of-way needed for drainage improvements on the following ditches:
 - Ditch No. 400;
 - Ditch No. 403-A1A; and
 - Ditch No. 407.
9. In connection with LJA Engineering, Inc.'s contract for GIS Mapping Services (IFB 19-015/KJS), consider a resolution ratifying the approval and execution of Change Order No. 1 in the amount of \$4,200.00 for an additional 60 documents added to the District's mapping services at the current contracted price of \$70 per document.
10. In connection with Newtron Electrical Services Contract (20-006/KJS) in the amount of \$50,900.00 for Electrical Services related to new parking lot at the District's facility, consider a resolution ratifying the approval and execution of Change Order No. 1 dated May 21, 2020 in the amount of \$1,325.00 for two 2-in chases from building to pull box as opposed to two 1-in chases; and Change Order No. 2 dated June 8, 2020 in the amount of \$5,182.00 to add the following: 1) one ground pull box, 2), 2-in PVC from one ground box to another, 3) 1-in PVC from ground box to card reader inside fence, 4) 1-in PVC from ground box to card reader outside fence, 5) 2-in PVC from ground box to wash building, and 6) 1-in PVC from pull box to two pole locations for cameras.
11. In connection with the bid award to Hobas USA in the amount of \$140,700.00 for Fiberglass Reinforced Polymer Mortar Pipe (IFB 20-001/KJS), consider a resolution ratifying the approval and execution of a Change Order No. 1 in the amount of \$4,020.00, the difference in pricing for the addition of a FWC Wall Ring in lieu of a ring attached to pipe.
12. In connection with the Term Contract for Grass and Cover Seed (IFB 20-007/KJS), consider a resolution approving bid awards to East Texas Seed, Southern Erosion, M&J Fertilizer, and SiteOne Landscaping Supply in the amounts listed on the Final Bid Tabulation dated July 9, 2020, attached hereto and made part of this document, and authorizing the execution of Acceptance of Offers for this contract.

13. Consider a resolution rescinding the action taken on June 9, 2020, Agenda Item 30, approving the Request for Proposal, advertising, and an administrative meeting to accept proposals for Staffing Services for Temporary Labor (RFP 20-012/KJS), so the specifications may be modified to meet FEMA's cost structure requirements.
14. Consider a resolution ratifying the Request for Proposal for Staffing Services for Temporary Labor (RFP-20-019/KJS), the advertising of the Request for Proposal, and a July 23, 2020 administrative meeting to accept submitted proposals for evaluation.
15. In connection with the Elinor Street Relief FEMA FMA Grant Project, consider a resolution ratifying bid specifications, advertising of the specifications, and an administrative bid opening on July 13, 2020, for IFB 20-017/KJS -HDPE Pipe and Fittings, and Pre-cast Reinforced Concrete Pipe and Boxes; and also authorizing the General Manager to award the bid to the lowest and best bidder and execute the Acceptance of Offer on behalf of the District, with acknowledgement of the award at a future meeting.
16. In connection with the Byrd Gully FEMA FMA Grant Project (Ditch No. 1205), consider a resolution ratifying bid specifications, the advertising of the specifications, and an administrative bid opening on July 13, 2020, for IFB 20-018/KJS -HDPE Pipe and Fittings, and Pre-cast Reinforced Concrete Pipe; and also authorizing the General Manager to award the bid to the lowest and best bidder and execute the Acceptance of Offer on behalf of the District, with acknowledgement of the award at a future meeting.
17. Consider a resolution approving bid specifications, advertising the specifications, and an administrative bid opening on July 30, 2020 for IFB 20-020/KJS-Heavy Materials for: Term Contract for Jefferson County Drainage District No. 6; Elinor Drainage Relief Project: FEMA FMA Grant, TWBD Rainy Day Fund; Byrd Gully Ditch-1205 Project: FEMA FMA Grant, TWBD Rainy Day Fund; and South China Relief Project: FEMA HMGP Grant, TWDB Rainy Day Fund; and authorizing the General Manager to award the bid to the lowest and best bidder and execute the Acceptance of Offer on behalf of the District, with acknowledgement of the award at a future meeting.
18. Consider a resolution approving bid specifications, advertising the specifications, and an administrative bid opening on July 30, 2020, for IFB 20-021/KJS-Reinforcement for Concrete for: Term Contract for Jefferson County Drainage District No. 6; Elinor Drainage Relief Project: FEMA FMA Grant, TWDB Rainy Day Fund; Byrd Gully Ditch-1205 Project: FEMA FMA Grant, TWDB Rainy Day Fund; South China Relief Project: FEMA HMGP Grant, TWDB Rainy Day Fund and authorizing the General Manager to award the bid to the lowest and best bidder and execute the Acceptance of Offer on behalf of the District, with acknowledgement of the award at a future meeting.
19. Consider a resolution approving bid specifications, advertising of the specifications, and an administrative bid opening on July 30, 2020, for IFB 20-026/KJS- Marsh Master or equivalent for Jefferson County Drainage District No. 6.

20. Consider a resolution approving bid specifications, advertising of the specifications and an administrative bid opening on July 30, 2020, for IFB 20-14/KJS-Alert Flood Warning Systems Upgrade (funded partially by TWDB Flood Protection Grant) for Jefferson County Drainage District No. 6.
21. In connection with Ditch 407-Green Acres Detention Basin, consider a resolution authorizing the purchase of 2.09+/- acres of land located in the John Tucker Survey, Abstract No. 559, from Hankins Development in the amount of \$4,000, contingent upon preparation and execution of the deed documents.
22. Consider a resolution accepting a Drainage Easement and Road Access Easement donated by Tamam Haddad consisting of the actual width of Ditch No. 403-A1, plus 25 feet on each side of the ditch tops that lie on her property, and a 20-ft road easement centered on an existing rock/shell road that runs from Hwy-365 northerly to the LNVA canal.
23. Consider a resolution accepting a Drainage Easement donated by Kendall C. and Carolyn M. Abney consisting of the actual width of Ditch Nos. 804-D1 and 804-D2, plus 25 feet on each side of the ditch tops that lie on their property.
24. Consider a resolution accepting a Drainage Easement donated by Abney & Sons Farm, consisting of the actual width of Ditch Nos. 801, 801-C and 801-D, plus 25 feet on each side of the ditch tops that lie on the property.
25. Consider a resolution accepting a Drainage Easement donated by Christopher M. Latta consisting of the actual width of Ditch No. 500-A3, plus 25 feet on each side of the ditch tops that lie on his property.
26. Consider a resolution accepting a Drainage Easement donated by West Jefferson County Municipal Water District consisting of the actual width of Ditch No. 407, plus 25 feet on each side of the ditch tops that lie on their property.
27. Consider a resolution accepting a Drainage Easement donated by William C. White consisting of the actual width of Ditch No. 700 plus 25 feet on each side of the ditch tops that lie on his property.
28. Consider a resolution accepting a Drainage Easement donated by Tony Wilson consisting of the actual width of Ditch No. 402 plus 25 feet on each side of the ditch tops that lie on his property.
29. Consider a resolution accepting a Drainage Easement donated by Gregory Fountain and Belinda Fountain consisting of the actual width of Ditch No. 500-A4A plus 25 feet on each side of the ditch tops that lie on their property.
30. Consider a resolution authorizing the execution of an Application and Agreement for Pipeline/Utility Permit 2020-PL-3, submitted by Port of Beaumont granting permission for the installation of six lines transporting crude oil, gasoline, VGO, diesel and Naphtha at one crossing on Ditch No. 005, and authorizing fees associated with this permit totaling \$1,000 since the Port of Beaumont will be improving the District's facility at this location.

31. Consider a resolution authorizing the execution of an Application and Agreement for Storm Drainpipe Tie-In Permit 2020-SDP-7 submitted by Brystar Contracting, Inc. granting permission for the tie-in of a 43-in drainpipe into Ditch No. 611-D.
 32. Consider a resolution authorizing the execution of an Application and Agreement for Storm Drainpipe Tie-In Permit 2020-SDP-8, on Ditch No. 303, submitted by Resource Environmental Solutions granting permission to plug two 18-in culverts to maintain steady water levels to restore and re-establish wetlands for mitigation purposes.
 33. Auction Item: Unit 2100 Ford Tractor.
- J. Board comments, no action items.
- K. Adjournment.

Posted: July 10, 2020

BY: Joseph Majdalani
Dr. Joseph G. Majdalani, P.E.
General Manager

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(IFB 20-007/KJS) Term Contract for Grass Seed and Cover Seed
 Final Bid Tab- July 9, 2020

ALL BIDDERS AWARDED IN ORDER OF LOWEST PRICE PER ITEM & AVAILABILITY

If the lowest bidder can not supply the product in the necessary timeframe dictated by the project the District will proceed to the next lowest until the item is procured

Line Item	Item Description	Unit of Measure	Price Per Bag	Price Per Bag	Price Per Bag	Price Per Bag
1	Millet Seed- German Foxtail	50 lb Bag	\$ 37.00	\$ 25.00	\$ 45.00	\$ 41.46
2	Millet Seed- Pearl	50 lb Bag	\$ 68.00	\$ 25.00	\$ 76.00	NO BID
3	Bermuda Seed- Texas Tough Plus (see specs for mix)	50 lb Bag	\$ 450.00	\$ 390.00	\$ 460.00	\$ 443.42
4	Rye Grass Seed- Gulf Annual	50 lb Bag	\$ 24.00	\$ 40.00	\$ 29.50	\$ 32.17
5	Bahia Grass Seed- TriQuick	40 lb Bag	\$ 275.00	\$ 360.00	\$ 290.00	\$ 107.00
6	Johnson Grass Seed	50 lb Bag	\$ 175.00	\$ 170.00	\$ 115.00	NO BID
7	Texas Wild Flower- Mix	1 lb Bag	\$ 35.00	\$ 30.00	\$ 28.00	\$ 18.73
8	Crimson Clover Seed	50 lb Bag	\$ 55.00	\$ 130.00	\$ 65.00	\$ 107.00
9	Crabgrass	50 lb Bag	\$ 412.50	\$ 25.00	\$ 290.00	NO BID
10	TeffGrass	50 lb Bag	\$ 185.00	\$ 50.00	\$ 140.00	NO BID
11	Hydromulch 2000 pro plus wood fiber with tack	50 lb Bag	NO BID	\$ 44.00	\$ 27.50	\$ 18.73
12	Cellulose Fiber	50 lb Bag	NO BID	\$ 21.00	\$ 17.00	\$ 10.42

Jefferson County Drainage District No. 6 makes no claim that this bid tabulation represents anything other than the information read aloud at the public opening. The County has not checked the bids for errors, or made any determinations that the solicitations meet all requirements. In the case of a discrepancy between information on this tabulation and the original hard-copy document, the original hard copy shall prevail.

East Texas Seed Company 1030D E Commerce St Tyler, Texas 75702 Phone: 903-597-6637 Contact: Marshall Crouch marshallcrouch@easttexasseedcompany.com	Southern Frosion, LLC 16802 Lee Rd. Humble, Texas Phone: 713-305-8212 Contact: Roger Castruita rcastruita@southernfrosion.net	M&J Fertilizer Company 515 First Street Winnie, Texas 77665 Phone: 409-296-2127 Contact: Toni Spencer mjfert@msjn.com	SiteOne Landscaping Supply 1385 East 36th Street Cleveland, Ohio 44114 Phone: 216-706-9250 Contact: Keith McGinly bids@siteone.com
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