



AGENDA

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

Will Be Held At
8:30 A.M.
December 13, 2022

at
6550 Walden Road
Beaumont, Texas 77707

- A. Meeting called to order.
- B. Call Roll.
- C. Pledge of Allegiance.
- D. Invocation.
- E. Executive Session (Closed to the Public) – The Board will convene in a closed session under Chapter 551 of the Texas Government Code, Section 551.071 for the Board to seek the advice of its attorney about pending or contemplated litigation.
- F. The Board to reconvene in open session.
- 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 complete the blue comment card, present the comment card to the District’s Executive Assistant prior to the beginning of the meeting, and observe a three-minute time limit. Members of the public who utilize a translator to address the Board shall be allowed six (6) minutes to address the Board.
- H. Workshop Session
 - 1. Discussion of the Corley Diversion Project for General Land Office CDBG-MIT MOD grant application.
 - 2. Easements, street abandonments, and plat reviews.
 - 3. General discussion and reports on various drainage plans and projects.
- I. Approve the minutes of November 8, 2022.
- J. Business session:
 - 1. Consider a resolution authorizing the payment of routine bills received for the month of November 2022, that were not expressly authorized or denied for payment elsewhere on this agenda.
 - 2. Acknowledge the receipt and filing of Jefferson County Drainage District No. 6’s Investment Schedule for November 30, 2022, pursuant to Section 2256.023 of the Public Funds Investment Act.

3. Consider a resolution authorizing a modification to the District's current work schedule changing from five 8-hour days to four 10-hour days effective January 9, 2023, and also approving revisions to the personnel policies listed below, which will be affected by this modification:
 - Policy Number 1.3 Resignation / Separation
 - Policy Number 2.0 Employee Leave
 - Policy Number 4.1 Compensation; and
 - Policy Number 4.4 Overtime.
4. Consider a resolution approving an Insurance Consulting and Risk Management Service Agreement with J. S. Edwards and Sherlock Insurance Agency for professional risk management services for one year, with an effective date of January 1, 2023 and expiring December 31, 2023, with a fee of \$6,423.00; no increase in price from the previous year.
5. Consider a resolution authorizing the execution of an annual Agreement with Family Services of Southeast Texas, Inc. for an Employee Assistance Program (EAP), with an effective date of January 1, 2023 and an expiration date of December 31, 2023, at a rate of \$25.00 per employee, per year.
6. In connection with drainage improvements along Ditches 201 and 305, consider a resolution accepting a "Drainage Easement" donated by South Beaumont Farms, Inc. consisting of a perpetual non-exclusive easement consisting of the actual width of the corresponding ditches not to exceed approximately 15 feet from the top of each side, plus a non-exclusive area of 25 feet on each side of the ditch tops for maintenance, no width expansion, located in the Shelby Corine Survey, Abstract 14, Jefferson County, Texas.
7. Consider a resolution authorizing the submission of an application to the Texas General Land Office (GLO) for Community Development Block Grant-Mitigation (CDBG-MIT) regional Method of Distribution (MOD) program in the amount of \$46,525,000.00, to include construction, engineering, environmental, and administration services, contingent on addressing all public comments at the conclusion of the comment period on December 16, 2022; and also authorizing the Board President, Chief Operating Officer, and Chief Business Officer to act as the District's Executive Officer(s) and authorized representatives in all matters pertaining to the District's participation in the Community Development Block Grant-Mitigation (CDBG-MIT) program.
8. Consider a resolution authorizing the execution of Amendment IV to the Professional Services Agreement Hazard Mitigation Assistance Grant Application Development, Administration and Project Management (PROF 18-002/KJS) awarded to J.S. Ward and Associates and approved by the Board of Directors on March 6, 2018, which is being amended to include specific clauses required by the Texas Water Development Board (TWDB) and reference awarded 2018 FMA grant contracts relevant to services provided by J.S. Ward and Associates.
9. In connection with the term contract for Corrugated High Density Polyethylene pipe for Jefferson County Drainage District No. 6 (IFB 22-010/KJS) awarded to Coburn's Supply Co. as the primary supplier and ACT Pipe and Supply as the secondary supplier, and ratified by the Board of Directors on May 17, 2022, consider a resolution authorizing the execution of the first of four 1-year renewal options, extending the contract expiration dates from January 1, 2023 to December 31, 2023.

10. In connection with the term contract for Publication of Legal Notices for Jefferson County Drainage District No. 6 (IFB 21-036/KJS) awarded to *The Examiner* and approved by the Board of Directors on December 14, 2021, consider a resolution authorizing the execution of the first of four 1-year renewal options, extending the contract expiration date from December 13, 2022 to December 12, 2023.
11. In connection with the term contract for Staffing Services for Temporary Labor for Jefferson County Drainage District No. 6 (RFP 20-019/KJS) awarded to DSF Advanced Staffing, Inc. and approved by the Board of Directors on January 12, 2021, consider a resolution authorizing the execution of the first of three 2-year renewal options, extending the contract expiration date from January 11, 2023 to January 10, 2025.
12. In response to Request for Proposals for Environmental Services for Grant Application Development for Jefferson County Drainage District No. 6 (RFP 22-027/KJS) received on December 1, 2022, and in accordance with the Evaluation Committee's recommendation, consider a resolution granting the Interim Chief Operating Officer authority to award and execute a contract for services with Horizon Environmental Services, contingent upon final negotiated cost proposals, with ratification at the meeting following execution, in connection with the pending Borley Heights, Virginia Street Detention, and Delaware Diversion grant projects.
13. In response to Request for Qualifications for Professional Engineering Services for 2022 Funding of HMGP, BRIC, and/or FMA Grant, (RFQ-22-021/KJS) received on September 15, 2022, and authorized for award on October 11, 2022 contingent upon final negotiated cost proposals, consider a resolution ratifying the November 23, 2022 execution of a contract for services with Freese and Nichols (PROF 22-021/KJS) in an amount not to exceed \$51,150.00, in connection with the Bayou Din Detention Basin Project.

This Notice of Meeting is given and posted pursuant to the Texas Open Meetings Act, contained in Chapter 551 of the Texas Government Code. Capitalized words and phrases have the meaning given to them in the Act. The Meeting will be held at the Date, Time and Place stated above. The Board of Directors of the Governmental Body will Deliberate upon the items listed in the Agenda above. Any Agenda item is subject to discussion only, action only, or both discussion and action. All portions of the Meeting shall be Open, unless a Closed Meeting is held when permitted, and in the manner specified, by the Act. If the Act permits all or any portion of the Deliberation of an Agenda item to be Closed, the Governing Body may enter into a Closed Meeting whether or not the Agenda item below states that a Closed Meeting for such item is anticipated. Agenda items are not required to be considered in the same order as listed in the Agenda. Any Agenda item(s) may be tabled for Deliberation at a later Meeting, or removed from the Agenda. Any such tabled or removed Agenda item may be placed on an Agenda for a later Meeting for which Notice has been given and posted pursuant to the Act.

- K. Board and Staff comments, no action items.
- L. Adjournment.

Posted on December 9, 2022



Doug S. Canant, Jr., PE, RPLS, CFM
Interim Chief Operating Officer