

**MINUTES OF A MEETING OF THE DIRECTORS  
OF  
JEFFERSON COUNTY DRAINAGE DISTRICT NO. 6**

**HELD ON  
SEPTEMBER 12, 2023**

A. The meeting was called to order by Joshua W. Allen, Sr., President.

B. The following Directors were present:

Joshua W. Allen, Sr.	President
Charles "Chuck" Guillory	Secretary
Bernie Daleo	Vice President
Anthony "Tony" Malley III	Director
Charles "Chuck" Kiker III	Director

Directors: None

Staff present:

Darin Auer	Fleet/Shop Supervisor
Jamar Banks	Safety Coordinator
Joan Broussard	Accounting Technician-Receptionist
Doug S Canant, Jr., PE, RPLS	Interim Chief Operating Officer
Shelby Clodfelter	Buyer-Contract Administrator
Kristin Ferguson, CPA	Chief Financial Officer
Steve Hubert	Fleet Supervisor
Jason Jones	Maintenance Coordinator
Paula Karasek	Executive Assistant
Chace Mann	Program and HR Manager
James McDonald	Construction Coordinator
John Murff	Field Operations Manager
Nelson Nixon	Maintenance Specialist
Briscoe Piper	Foreman
Kaylynn Rizzotto	Payroll & Benefits Administrator
Anthony "Randy" Smith	Heavy Equipment Operator
Wallace "Butch" Wilson, PE, CFM	District Engineer

Visitors: Hubert Oxford IV – Benckenstein & Oxford, L.L.P.  
George Flowers – Resident Jefferson County

C. Mr. Allen led the Pledge of Allegiance.

D. Invocation was given by Mr. Mann.

E. Public Comments: Any citizens in attendance were given the opportunity to address the Board of Directors on agenda items or concerns not on the agenda. The District retains the public comment cards reflecting individuals who addressed the Board.

There were no public comments.

F. Workshop Session

1. There were no easements, street abandonments, or plat review discussions.
2. There were no general discussions or reports on various drainage plans and projects.

G. The Minutes of August 8, 2023, were approved on a motion made by Mr. Malley, seconded by Mr. Guillory, with the voting as follows: ayes—all; nays—none.

H. Business session:

1. The Board commended Anthony “Randy” Smith for 38 years and 4 months of devoted service to Jefferson County Drainage District No. 6 and wished him well in his retirement.
2. The Board commended Brisco Piper for 32 years and 11 months of devoted service to Jefferson County Drainage District No. 6 and wished him well in his retirement.
3. Consider a resolution authorizing the payment of routine bills received for the month of August 2023, that were not expressly authorized or denied for payment elsewhere on this agenda.

**Motion made by:** Mr. Guillory  
**Second by:** Mr. Malley  
**In favor:** Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker  
**Opposed:** None  
**Action:** AUTHORIZED

4. Consider a resolution authorizing the payment of routine bills received for the month of August 2023, that were not expressly authorized or denied for payment elsewhere on this agenda.

**Motion made by:** Mr. Daleo  
**Second by:** Mr. Kiker  
**In favor:** Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker  
**Opposed:** None  
**Action:** AUTHORIZED

5. The President declared a public hearing in session for the purpose of citizen comments on the District’s proposed tax rate for 2023 as published.

There were no comments.

6. Consider a resolution setting the District’s 2023 tax rate at \$0.192429/\$100 valuation as distributed below:

Proposed tax rate of \$0.192429/\$100 valuation:

Maintenance and Operating:	\$0.192429/\$100 valuation
TOTAL PROPOSED TAX RATE FOR 2023	\$0.192429/100 valuation
TOTAL ACTUAL TAX RATE FOR 2022	\$0.202572/\$100 valuation
TOTAL DECREASE OVER LAST YEAR’S RATE	\$0.010143/\$100 valuation

**Motion made by:** Mr. Malley  
**Second by:** Mr. Kiker  
**In favor:** Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker  
**Opposed:** None  
**Action:** APPROVED TAX RATE

7. Consider a resolution adopting homestead tax exemptions as follows:
- a. For 65 years of age and older or for disability: \$40,000.
  - b. For general homestead exemption: \$5,000 or 20%, whichever is greater.
  - c. Disabled veterans: \$12,000 (maximum).

**Motion made by:** Mr. Malley  
**Second by:** Mr. Guillory  
**In favor:** Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker  
**Opposed:** None  
**Action:** ADOPTED

8. Consider a resolution authorizing notification to the Texas County and District Retirement System (TCDRS) as to the employer's selected participation rate in contributions for the year 2024:

Employee Deposit Rate:	<u>7.00%</u>
Employer Contribution Rate:	15.30%
Supplemental Death Benefit:	<u>0.21%</u>
TOTAL RATE	<u>15.51%</u>

**Motion made by:** Mr. Guillory  
**Second by:** Mr. Daleo  
**In favor:** Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker  
**Opposed:** None  
**Action:** AUTHORIZED

9. Consider a resolution authorizing a 3% flat, prepaid Cost of Living Adjustment (COLA) for retirees with a one-time funding of \$827,000.00.

**Motion made by:** Mr. Daleo  
**Second by:** Mr. Malley  
**In favor:** Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker  
**Opposed:** None  
**Action:** AUTHORIZED

10. Consider a resolution adopting the insurance premium rates noted below, calculated by Holmes Murphy, for the year 2024:

\$1,130/mo. Employee
\$2,373/mo. Employee and Spouse
\$2,034/mo. Employee and Children
\$3,672/mo. Family

**Motion made by:** Mr. Malley  
**Second by:** Mr. Guillory  
**In favor:** Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker  
**Opposed:** None  
**Action:** ADOPTED

11. Consider a resolution adopting the Budget for Jefferson County Drainage District No. 6 funds for Fiscal Year 2024.

**Motion made by:** Mr. Guillory

**Second by:** Mr. Daleo

**In favor:** Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker

**Opposed:** None

**Action:** ADOPTED

12. Consider a resolution authorizing the approval and execution of carbon sequestration agreements between Jefferson County Drainage District No. 6 and Bayou Bend CCS LLC, pertaining to a 641.852-acre tract of land being all of the Texas & New Orleans Railroad Company Survey, Section 271 (W.S. Benson Survey), Abstract 671 and described in the Special Warranty Deed dated May 21, 2005, from Will L. Ohmstede, Jordan Reese, III, and Peggy Pressler Wood, as Independent Executrix of the Estate of Carlton E. Wood, Jr. Deceased, to Jefferson County Drainage District No. 6 and recorded in Instrument No. 2004019968 in the Official Public Records of Jefferson County, Texas as shown in the following documents to be approved:

- Carbon Sequestration Easement Agreement;
- Confidential Carbon Sequestration Fee Agreement;
- Memorandum of Carbon Sequestration Agreements; and
- any additional documentation necessary to memorialize the parties' agreement.

**Motion made by:** Mr. Kiker

**Second by:** Mr. Malley

**In favor:** Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker

**Opposed:** None

**Action:** AUTHORIZED

13. Consider a resolution authorizing the execution of a "Reimbursable Agreement" between ExxonMobil Pipeline Company ("EMPCo") and Jefferson County Drainage District No. 6 ("District"), wherein the District will reimburse EMPCo for all expenses incurred to excavate and remove sections of three pipelines to allow the District to install the box culverts designed for the McLean Street Relief Project, with an estimated cost of \$57,831.67.

**Motion made by:** Mr. Guillory

**Second by:** Mr. Daleo

**In favor:** Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker

**Opposed:** None

**Action:** AUTHORIZED

14. Consider a resolution acknowledging receipt of FEMA's approval of an extension request and ratifying the execution of Amendment No. 2 to Jefferson County Drainage District No. 6's TWDB Contract 2000012429-Amelia Cutoff FMA Community Flood Mitigation Project, extending the Project Completion Date from June 18, 2023 to June 18, 2024, and the Contract Expiration Date from September 16, 2023 to September 16, 2024.

**Motion made by:** Mr. Daleo

**Second by:** Mr. Malley

**In favor:** Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker

**Opposed:** None

**Action:** ACKNOWLEDGED

15. Consider a resolution acknowledging receipt of FEMA's approval of an extension request, and ratifying the execution of Amendment 2, to Jefferson County Drainage District No. 6's TWDB Contract 2000012421–Elinor Street Community Flood Mitigation Project extending the Project Completion Date from June 18, 2023 to June 18, 2024, and the Contract Expiration Date from September 16, 2023 to September 16, 2024.
- Motion made by:** Mr. Malley  
**Second by:** Mr. Daleo  
**In favor:** Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker  
**Opposed:** None  
**Action:** ACKNOWLEDGED
16. In connection with drainage improvements on Ditch 202-C (Washington Blvd.) consider a resolution accepting a "Drainage Easement" donated by Christienne Antoinette Lynae Wars consisting of the actual width of the aforementioned ditch, including improvements, plus 25 feet on each side of the ditch tops where the ditch lies on her property located in the Chas. Williams Survey, Abstract 59, Jefferson County, Texas.
- Motion made by:** Mr. Guillory  
**Second by:** Mr. Malley  
**In favor:** Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker  
**Opposed:** None  
**Action:** ACCEPTED
17. Consider a resolution authorizing the execution of a "Letter of Agreement" dated August 29, 2023, between Drainage District No. 6, and Charles and Lori Dossett (on file in the District's records), wherein Drainage District No. 6 will perform certain work on their property in exchange for the conveyance of a drainage easement along Ditch 202-C (Washington Blvd. & Major Dr.).
- Motion made by:** Mr. Guillory  
**Second by:** Mr. Malley  
**In favor:** Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker  
**Opposed:** None  
**Action:** AUTHORIZED
18. Pursuant to an authorized Letter of Agreement dated August 29, 2023, consider a resolution accepting a "Drainage Easement" donated by Charles and Lori Dossett, in connection with drainage improvements along Ditch 202-C (Washington Blvd. & Major Dr.), consisting of the actual width of the aforementioned ditch, including improvements, plus 15 feet of the ditch tops that lie on their property (Chas. Williams Survey, Abstract 59, Jefferson County, Texas)..
- Motion made by:** Mr. Malley  
**Second by:** Mr. Daleo  
**In favor:** Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker  
**Opposed:** None  
**Action:** ACCEPTED
19. Consider a resolution authorizing the execution of a "Letter of Agreement" dated September 5, 2023, between Drainage District No. 6 and Mario and Sandra Robledo (on file in the District's records), wherein Drainage District No. 6 will perform certain work on their property in exchange for the conveyance of a drainage easement along Ditch 117 (Briarcliff Addition).
- Motion made by:** Mr. Daleo  
**Second by:** Mr. Guillory  
**In favor:** Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker  
**Opposed:** None  
**Action:** AUTHORIZED

20. Pursuant to an authorized Letter of Agreement dated September 5, 2023, consider a resolution accepting a "Drainage Easement" of varying widths donated by Mario and Sandra Robledo, in connection with drainage improvements along Ditch 117 (Briarcliff Addition), which is located along their property located in the A. Williams Survey, Abstract 385, Jefferson County, Texas.

**Motion made by: Mr. Guillory**

**Second by: Mr. Malley**

**In favor: Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker**

**Opposed: None**

**Action: ACCEPTED**

21. In connection with the Term Contract for Trash Removal Services for Jefferson County Drainage District No. 6 (IFB 21-021/KJS) awarded on September 14, 2021, consider a resolution authorizing the execution of the second of four 1-year renewal options with BFI Waste Services of Texas d/b/a Republic Services of Texas, extending the contract expiration date from September 12, 2023, to September 11, 2024.

**Motion made by: Mr. Guillory**

**Second by: Mr. Daleo**

**In favor: Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker**

**Opposed: None**

**Action: AUTHORIZED**

22. In connection with the Term Contract for Portable Toilets for Jefferson County Drainage District No. 6 (IFB 22-024/KJS) awarded on September 28, 2022, consider a resolution authorizing the execution of the first of four 1-year renewal options with United Site Services of Texas, Inc., extending the contract expiration date from September 27, 2023, to September 26, 2024.

**Motion made by: Mr. Guillory**

**Second by: Mr. Malley**

**In favor: Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker**

**Opposed: None**

**Action: AUTHORIZED**

23. In connection with an invitation for bids for the Term Contract for Heavy Materials (IFB 23-013/KJS) opened on August 31, 2023, consider a resolution approving an award to, and the execution of the Acceptance of Offers from Martin Marietta, Modern Concrete & Materials, Gulf Coast, and Vulcan, in the amounts listed on the Final Tabulation attached hereto, with an effective contract start date of September 14, 2023.

**Motion made by: Mr. Daleo**

**Second by: Mr. Guillory**

**In favor: Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker**

**Opposed: None**

**Action: APPROVED**

24. In connection with an invitation for bids for the Railroad Grade Concrete Box Culverts for the Corley Diversion CDBG Project (IFB 23-014/KJS) opened on September 7, 2023, consider a resolution approving an award and the execution of an Acceptance of Offer with Coburn Supply, in the amounts listed on the Final Tabulation below:

Line	Description	Unit	Estimated LF	Price Per Unit	Total Price	Delivery Date	Price Per Unit	Total Price	Delivery Date
1	12'x8' RCB (E80) *	LF	84	\$ 3,137.00	\$ 263,508.00	6-8 Weeks	\$ 4,250.00	\$ 357,000.00	30-44 Weeks
2	Temporary plug reinforced concrete closure for Male end Box culvert	EA	2	No Bid	No Bid		\$ 34,650.00	\$ 69,300.00	
3	Temporary plug reinforced concrete closures for Female end Box culvert	EA	2	No Bid	No Bid		\$ 34,650.00	\$ 69,300.00	

\*Boxes shall be in 6' lengths.

**Motion made by: Mr. Kiker**

**Second by: Mr. Malley**

**In favor: Mr. Allen, Mr. Guillory, Mr. Daleo, Mr. Malley, Mr. Kiker**

**Opposed: None**

**Action: APPROVED**

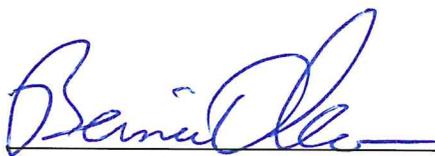
- I. Board and Staff Comments, no action items.

Members of the Board congratulated both Mr. Smith and Mr. Piper for their years of service and wished them a happy retirement.

Mr. Daleo commented on the progress being made on the District's projects and commended the staff/crews for their hard work.

At the request of Mr. Allen, Mr. Canant discussed the proposed Bayou Din Grant Project stating that it will greatly benefit the Fannett, Cheek, and Bayou Din areas. He stated that word was received from FEMA that they generally approve of the project, but there are still some questions to be answered and paperwork to complete. Mr. Allen commented that staff should consider contacting Goodyear about participating in the local match since the project will be a big benefit to their operations.

- J. There were no other comments and Mr. Allen called for the adjournment of the meeting.



Secretary/Asst. Secretary