

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

**HELD ON
FEBRUARY 6, 2024**

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

B. The following Directors were present:

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

Directors Absent: None

Staff present:

Jamar Banks	Safety Coordinator
Doug S Canant, Jr., PE, RPLS, CFM	Chief Operating Officer
Kristin Ferguson, CPA	Chief Financial Officer
J. Thad Heartfield	DD6 Lead Legal Counsel
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
Kaylynn Rizzotto	Payroll & Benefits Administrator
Karen J. Stewart, MBA, CTP	Chief Business officer
Wallace “Butch” Wilson, PE, CFM	District Engineer

Visitors: Roy West, Mayor City of Beaumont
Kenneth Williams, Beaumont City Manager
June Ellis, Beaumont Assistant City Manager
Miles Haynes, City of Beaumont
Trent Petty, Petty & Associates, Inc.
Jana Uribe, CPA, Pollans & Cohen, P.C.
Terry Whiddon, CPA of FMW, PC
Alex Holder, CPA of FMW, PC
Carolyn Fowler, DD6 Retiree

C. Mr. Allen led the Pledge of Allegiance.

D. Invocation was given by Mr. Nixon.

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. Tax Increment Reinvestment Zone (TIRZ) Presentation by Petty & Associates. TIRZ is a tool that local governments can use to publicly finance needed structural improvements and enhance infrastructure within a designated area. Mayor West gave a brief update on the TIRZ program and turned the floor over to Mr. Petty for the program presentation. Afterward, Mayor West and Mr. Williams made a few closing remarks and answered questions from the Board. The Board thanked everyone involved with the presentation and said that the District wanted to be a team player, but more time was needed to go through the mechanics of the program and look at the program from all sides.
2. There were no easements, street abandonments, or plat review discussions.
3. There were no general discussions or reports on various drainage plans and projects.

G. The Minutes of January 9, 2024, were approved on a motion made by Mr. Guillory, seconded by Mr. Kiker, with the voting as follows: ayes—all; nays—none.

H. Business session:

1. Mr. Allen presented Carolyn Fowler with a resolution acknowledging her 15 years of devoted service to Jefferson County Drainage District No. 6 and wished her well in her retirement.
2. Consider a resolution authorizing the payment of routine bills received for January 2024, that were not expressly authorized or denied for payment elsewhere on this agenda.
Motion made by: Mr. Daleo
Second by: Mr. Malley
In favor: Mr. Allen, Mr. Daleo, Mr. Guillory, Mr. Malley, Mr. Kiker
Opposed: None
Action: AUTHORIZED
3. Acknowledge the receipt and filing of Jefferson County Drainage District No. 6’s Investment Schedule for December 31, 2023, pursuant to Section 2256.023 of the Public Funds Investment Act.
Motion made by: Mr. Guillory
Second by: Mr. Malley
In favor: Mr. Allen, Mr. Daleo, Mr. Guillory, Mr. Malley, Mr. Kiker
Opposed: None
Action: ACKNOWLEDGED
4. Jana Uribe of Pollans & Cohen, P.C. presented the Annual Audit Report” for the period ending September 30, 2023. She reported that there were no significant findings, and it was a very good report.
5. Consider a resolution approving and accepting the annual “Financial Statements as of September 30, 2023, Together with Independent Auditor’s Report,” as prepared by Pollans & Cohen, PC, certified public accountants, and authorizing the execution of an affidavit and certificate for this report to the Texas Commission on Environmental Quality and other appropriate agencies as requested.
Motion made by: Mr. Malley
Second by: Mr. Guillory
In favor: Mr. Allen, Mr. Daleo, Mr. Guillory, Mr. Malley, Mr. Kiker
Opposed: None
Action: ACCEPTED, APPROVED, and AUTHORIZED

6. After a meeting of the District’s Investment Committee on January 24, 2024, consider a resolution approving the District’s “Investment Policy and Procedures for 2024,” as required by statute, with only some minor format changes to the Table of Contents.

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


7. As required by statute, consider a resolution approving the District’s revised “Approved List of Broker/Dealers” (Exhibit 2 to Investment Policy and Procedures) revised to reflect the removal of Allegiance Bank.

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

8. Consider a resolution authorizing the execution of an annual agreement with Interface Behavioral Health for an Employee Assistance Program, with an effective date of February 1, 2024, and an expiration date of January 31, 2025, at a rate of \$1.35 per employee, per month.

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

9. In connection with an invitation for bids for the Term Contract for Concrete Pumping Truck Services (IFB 24-001/SC) opened on January 25, 2024, consider a resolution approving an award to Coastline Concrete Pumping in the amount listed on the Final Bid Tabulation noted below, and also authorizing the execution of an Acceptance of Offer for same.

		IFB 21-017/KJS Term Contract for Concrete Pumping Truck Services Bids Opened: January 25, 2024 Final Tabulation: January 30, 2024 One Bid Received Awarded Items in Yellow					
Vendor	Line Item	Truck Size	Equipment Rate Charge Per Hour	Equipment Volume Rate: Concrete Pumping Per Cy (1-100)	Equipment Volume Rate: Concrete Pumping Per Cy (Over 101)	Travel Charge Per Hour	Primer Bag
Coast Line Concrete Pumping, LLC 910 N. Rose City Drive Vidor, Texas 77662 Phone: 409-422-4767 Contact: Derek Dews coastlinepumping@gmail.com	1	32 Meter	\$ 200.00	\$ 3.00	\$ 3.00	\$ 200.00	\$ 35.00
	2	36 meter	No Bid	No Bid	No Bid	No Bid	No Bid
	3	38 meter	\$ 225.00	\$ 3.40	\$ 3.40	\$ 225.00	\$ 35.00
	4	40 Meter	No Bid	No Bid	No Bid	No Bid	No Bid
	5	46 meter	\$ 250.00	\$ 3.75	\$ 3.75	\$ 250.00	\$ 35.00
	6	58 Meter	No Bid	No Bid	No Bid	No Bid	No Bid
	7	63 Meter	No Bid	No Bid	No Bid	No Bid	No Bid

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 District 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.

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

10. In connection with drainage improvements on Ditch No. 202-E (The Meadows), consider a resolution accepting a “Special Warranty Deed” donated by A. Huston Properties, LLC consisting of an 8.105-acre tract of land located in the A. Huston League, Abstract No. 33, Jefferson County, Texas..
Motion made by: Mr. Malley
Second by: Mr. Guillory
In favor: Mr. Allen, Mr. Daleo, Mr. Guillory, Mr. Malley, Mr. Kiker
Opposed: None
Action: ACCEPTED
11. Consider a resolution authorizing the execution of a January 23, 2024 “Letter of Agreement” between Drainage District No. 6, Reuben Hal Barrow, and the Millie B. Eddy Estate (on file in DD6 records), in connection with the conveyance of an Access Easement to Drainage District No. 6 on Ditch 8201 (Outfall Structure 1 at GIWW), providing for the construction of an all-weather access road on their property.
Motion made by: Mr. Malley
Second by: Mr. Daleo
In favor: Mr. Allen, Mr. Daleo, Mr. Guillory, Mr. Malley, Mr. Kiker
Opposed: None
Action: AUTHORIZED
12. In connection with drainage improvements on Ditch 8201 and pursuant to an authorized Letter of Agreement, consider a resolution accepting an “Access Easement” donated by Reuben Hal Barrow and the Millie B. Eddy Estate consisting of a 40-ft wide strip of land lying along the centerline of an existing dirt road on their property located in the Chambers County School Land Survey 143, Abstract 353, Chambers County, Texas.
Motion made by: Mr. Daleo
Second by: Mr. Malley
In favor: Mr. Allen, Mr. Daleo, Mr. Guillory, Mr. Malley, Mr. Kiker
Opposed: None
Action: ACCEPTED
13. Consider a resolution authorizing the execution of a December 12, 2023 “Letter of Agreement” between Drainage District No. 6, Parkdale Mall CMBS, LLC, and Parkdale Crossing CMBS, LLC (on file in DD6 records) in connection with the conveyance of a Drainage and Access Easement to Drainage District No. 6 on Ditch 125 (Parkdale Mall area).
Motion made by: Mr. Malley
Second by: Mr. Daleo
In favor: Mr. Allen, Mr. Daleo, Mr. Guillory, Mr. Malley, Mr. Kiker
Opposed: None
Action: AUTHORIZED
14. In connection with drainage improvements to be made to Ditch 125 (Parkdale Mall area) and pursuant to an authorized Letter of Agreement, consider a resolution accepting a “Drainage Easement and Access Easement” received from Parkdale Mall CMBS, LLC, and Parkdale Crossing CMBS, LLC, consisting of a 4-tract drainage easement and a 20-ft wide access easement; and also approving a one-time participation fee of \$200,000.00 to be received from Parkdale Mall CMBS, LLC and Parkdale Crossing CMBS, LLC. 125 (Parkdale Mall area).
Motion made by: Mr. Guillory
Second by: Mr. Malley
In favor: Mr. Allen, Mr. Daleo, Mr. Guillory, Mr. Malley, Mr. Kiker
Opposed: None
Action: ACCEPTED and APPROVED

15. Consider a resolution authorizing the execution of Amendment 1 to CenterPoint Energy Resource Corp's Pipeline Permit No. 2023-PL-03 (Ditch 110) extending the installation date from April 9, 2023, to April 15, 2024.

Motion made by: Mr. Kiker

Second by: Mr. Daleo

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

Opposed: None

Action: AUTHORIZED

16. Consider a resolution authorizing the execution of an "Application for Storm Drainpipe Tie-in Permit No. 2024-SDP-1" submitted by Apex Alliance Group requesting permission to tie into Ditch 001-A2 with a 2-ft x 4-ft box culvert to serve the new Family Services of Southeast Texas facility on Concord Road in Beaumont, Texas; and approving an application fee of \$250.00.

Motion made by: Mr. Guillory

Second by: Mr. Daleo

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

Opposed: None

Action: AUTHORIZED and APPROVED

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

Mr. Allen advised the Board and staff that representatives of the Garden Club Facility at Tyrrell Park reached out to him to see if the District would be able to assist with the removal of some pond silt during the renovation of the pond. It would involve a couple of dump trucks over a couple of days. There was no opposition from the Board.

Mr. Kiker noted that the Needmore/Taylor's Window Lowering Project performed well during the January 24, 2024 rain event, and he commended the staff on a job well done.

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



Secretary/Asst. Secretary