

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

**HELD ON
JANUARY 14, 2025**

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

B. The following Directors were present:

Joshua W. Allen Sr.	President
Bernard Daleo, Jr.	Vice President
Charles "Chuck" Guillory	Secretary
Charles "Chuck" Kiker III	Director

Directors Absent: Anthony "Tony" Malley III, Director

Staff present:

Darin Auer	Fleet Supervisor
Jamar Banks	Safety & Training Coordinator
Doug S Canant, Jr., PE, RPLS, CFM	Chief Operating Officer
Shelby Clodfelter	Buyer/Contract Administrator
Kristin Ferguson, CPA	Chief Financial Officer
J. Thad Heartfield	Lead Legal Counsel (DD6)
Steve Hubert	Fleet Maintenance Manager
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, CTCD, CTCM	Chief Business Officer
Wallace "Butch" Wilson, PE, CFM	District Engineer

Visitors: Terrence and Lovette Davis, Retired Employee

C. Mr. Allen led the Pledge of Allegiance.

D. Invocation was given by Mr. Nelson.

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 or projects.

G. The Minutes of November 12, 2024, 2024, were approved on a motion made by Mr. Guillory and seconded by Mr. Daleo, with the voting as follows: ayes—all; nays—none.

Business session:

1. Terrence Davis was recognized for his 31 years of devoted service to Jefferson County Drainage District No. 6.
2. Consider a resolution authorizing the payment of routine bills received for the months of November and December 2024, that were not expressly authorized or denied for payment elsewhere on this agenda.
Motion made by: Mr. Guillory
Second by: Mr. Daleo
In favor: Mr. Allen, Mr. Daleo, Mr. Guillory, Mr. Kiker
Opposed: None
Action: AUTHORIZED
3. Acknowledge the receipt and filing of Jefferson County Drainage District No. 6's Investment Schedules for October 31, 2024, November 30, 2024, and December 31, 2024, pursuant to Section 2256.023 of the Public Funds Investment Act.
Motion made by: Mr. Kiker
Second by: Mr. Guillory
In favor: Mr. Allen, Mr. Daleo, Mr. Guillory, Mr. Kiker
Opposed: None
Action: ACKNOWLEDGED
4. Consider a resolution authorizing the execution of an "Insurance Consulting and Risk Management Service Agreement" with JS Edwards and Sherlock in the amount of \$6,423.00 per year and a term of January 1, 2025, to December 31, 2025.
Motion made by: Mr. Daleo
Second by: Mr. Kiker
In favor: Mr. Allen, Mr. Daleo, Mr. Guillory, Mr. Kiker
Opposed: None
Action: AUTHORIZED
5. Consider a resolution authorizing the renewal of the "Lease Agreement" with Beaumont Radio Control Club, a Nonprofit Association, for a term of 60 months (5 years), for the area located north of Folsom Road, Pond A, Spoil Area No. 10, with a commencement date of January 1, 2025 and a termination date of December 31, 2029.
Motion made by: Mr. Kiker
Second by: Mr. Guillory
In favor: Mr. Allen, Mr. Daleo, Mr. Guillory, Mr. Kiker
Opposed: None
Action: AUTHORIZED
6. In connection with drainage improvements on Ditch 309 (IH-10 & Hwy-124 west of Major Dr.), consider a resolution authorizing the execution of Access Agreement between Parigi Property Management, Ltd., Bishop Enterprises, Inc., MG Real Properties, Ltd. ("Owners") and Jefferson County Drainage District No. 6 ("District"), wherein the Owners agree to gift the District a 4.765-acre tract of land along Ditch 309 and wherein the District agrees to grant the Owners permission to place two bridges across Ditch 309.
Motion made by: Mr. Daleo
Second by: Mr. Kiker
In favor: Mr. Allen, Mr. Daleo, Mr. Guillory, Mr. Kiker
Opposed: None
Action: AUTHORIZED

7. Pursuant to an Access Agreement between Parigi Property Management, Ltd., Bishop Enterprises, Inc., MG Real Properties, Ltd. ("Owners") and Jefferson County Drainage District No. 6 ("District"), consider a resolution accepting a Deed of Gift from the Owners conveying the District a 4.765-acre tract of land along Ditch 309 being Part of Lot 18, Interstate 10 Industrial Park, and located in the H.T. & B.R.R. Survey, Section 15, Abstract 145, Jefferson County, Texas.
- Motion made by:** Mr. Guillory
Second by: Mr. Kiker
In favor: Mr. Allen, Mr. Daleo, Mr. Guillory, Mr. Kiker
Opposed: None
Action: ACCEPTED
8. Consider a resolution accepting an "Access Easement" received from Sunset Point RV Park & Storage LLC; consisting of a 0.3548-acre tract of land lying in the Maria Felipe Lazarin Survey, Abstract 36, Jefferson County, Texas, granting Drainage District No. 6 ingress and egress upon and across their property to access Ditch 610 (off Hwy-90) to perform ditch maintenance and drainage improvements.
- Motion made by:** Mr. Kiker
Second by: Mr. Daleo
In favor: Mr. Allen, Mr. Daleo, Mr. Gillory, Mr. Kiker
Opposed: None
Action: ACCEPTED
9. In connection with drainage improvements along Ditch 609-I (LNVA West China Lateral), consider a resolution accepting a "Drainage Easement" received from Rodney Dishman, Zachary Dishman, Josey Dishman, Karen Dishman, and Zane Dishman, consisting of a 4.459-acre tract of land out of the Maria F. Lazarin Survey, Abstract 36, Jefferson County, Texas.
- Motion made by:** Mr. Kiker
Second by: Mr. Guillory
In favor: Mr. Allen, Mr. Daleo, Mr. Guillory, Mr. Kiker
Opposed: None
Action: ACCEPTED
10. In connection with drainage improvements on Ditch 505 (Fannett area), consider a resolution authorizing the execution of a "Deed Without Warranty" from Jefferson County Drainage District No. 6 to Beaumont Rice Mills, Inc., conveying 110 acres of land out of the Jiles Dugat Survey, Abstract 460, Jefferson County, Texas.
- Motion made by:** Mr. Kiker
Second by: Mr. Daleo
In favor: Mr. Allen, Mr. Daleo, Mr. Guillory, Mr. Kiker
Opposed: None
Action: AUTHORIZED
11. Consider a resolution accepting a "Drainage Easement" from Beaumont Rice Mills, Inc. conveying Drainage District No. 6 160 feet of drainage easement along Ditch 505 (Fannett area); 80 feet on each side of the ditch's centerline, for maintenance and drainage improvements.
- Motion made by:** Mr. Guillory
Second by: Mr. Daleo
In favor: Mr. Allen, Mr. Daleo, Mr. Guillory, Mr. Kiker
Opposed: None
Action: ACCEPTED

12. In connection with the receipt of drainage easements from David and Carla Speaks on Ditches 600 and 613-A (East China Project) and under an October 3, 2024 Letter of Agreement with the Speaks approved by the Board of Directors on November 12, 2024, consider a resolution authorizing the execution of an "Access Easement" to David and Carla Speaks consisting of a 0.51-acre tract of land along Ditch 600 (Turner Rd.) lying in the J. Gerish Jr. League, Abstract 4, Jefferson County, Texas.

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

13. Consider a resolution authorizing a "Notice of Encroachment" with Beaumont AG LP granting them permission to construct a permanent water line on the District's easement along Ditch 107-A (Cardinal Dr. & Fannett Rd.).

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

14. Consider a resolution authorizing the execution of Addendum V to the March 6, 2018, Professional Services Contract for Hazard Mitigation Assistance Grant Application Development, Administration and Project Management, Contract PROF 18-002/KJS, awarded to J.S. Ward and Associates to detail rates for services rendered through Calendar Year 2027 as noted below:

Addendum V		
Proposed Pricing due to FMA and HMGP Projects from 2018 being extended into 2025 through 2027		
Calendar Year	Sr. Mitigation Specialist	Mitigation Specialist
2025	\$195.00/Hr.	\$155.00/Hr.
2026	\$200.00/Hr.	\$160.00/Hr.
2027	\$205.00/Hr.	\$165.00/Hr.

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

15. In connection with FMA grant projects for Ditch No. 505 Detention, Nome Relief, and East China Relief, consider a resolution authorizing the execution of Addendum I to the Professional Grant Management Services for FMA Grants, Contract PROF 20-041/KJS, awarded to J.S. Ward and Associates on January 12, 2021, to detail rates for services rendered through Calendar Year 2026 as noted below:

Addendum 1		
Proposed Pricing due to FMA Projects from 2024 being extended into 2024 through 2026		
Calendar Year	Sr. Mitigation Specialist	Mitigation Specialist
2024	\$190.00/Hr.	\$150.00/Hr.
2025	\$195.00/Hr.	\$155.00/Hr.
2026	\$200.00/Hr.	\$160.00/Hr.

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

16. In connection with an invitation for bids for Sarah Street Materials (IFB 24-049/SC) opened on January 7, 2025, consider a resolution ratifying awards to Hartmann Building Specialties and White Cap in the amounts listed on the attached Final Bid Tabulation (Exhibit A), and ratifying the January 8, 2025 execution of Acceptance of Offers for same.


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

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

The Board members wished everyone a Happy New Year and stated that they are all looking forward to a year as good as last year, and they thanked everyone for all their hard work.

Mr. Canant reminded the Board that the February meeting will be moved forward one week to February 4, 2025, in order to meet certain audit reporting deadlines.

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


Secretary/Asst. Secretary