

**MINUTES OF VIDEOCONFERENCE MEETING NO. 2394
COMMISSIONERS OF
JEFFERSON COUNTY DRAINAGE DISTRICT NO. 7**

Place: 4749 Twin City Highway, Suite 300
Port Arthur, Texas

Date: May 2, 2023

Present: Commissioners
Richard Beaumont
Lester Champagne
Matthew Vincent
James Gamble, Sr.
Phil Kelley, General Manager
Glenn Steele, Attorney for District

Absent: Albert Moses, Jr.

Visitors: Allen Sims, DD7
Toby Davis, DD7
Garrett Boudoin, DD7
Brady Girouard, DD7
Charles E. Reed, Charles E. Reed & Associates
Terry Whiddon, FMW, P.C.
Alex Holder, FMW, P.C.

The meeting was called to order at 2:00 p.m. by Chairman Beaumont after ascertaining that the Notice of Meeting had been posted in accordance with the law. Commissioner Champagne gave the invocation.

Minutes of Meeting No. 2393

The Minutes of Meeting No. 2393 was approved as read.

Presentation of Audit and Financial Statement For FY 21/22 by Charles E. Reed & Associates

Mr. Kelley submitted a letter to the District received from Charles E. Reed & Associates, who is the company that is performing the District's audit. The letter sets forth particular information regarding the company's significant audit findings that is required under the generally accepted auditing standards. No action is

required on this matter. Auditing standards simply required the District to note receipt of the letter by the Board of Commissioners.

Mr. Charles Reed of Charles E. Reed & Associates gave a detailed report of the audit and financial statements for the fiscal year 2021/2022. Mr. Reed stated the District's audit went very smoothly and that his team received full cooperation from the District's management and staff, as well as from FMW, P.C., the District's accounting firm. He further stated that the audit reflects a clean audit opinion, the District is financially healthy, and its books and records are in good shape. Mr. Kelley stated that he would like to note that FMW, P.C. has been working with the District for over 40 years and has done a great job all around and appreciates them working with Charles E. Reed & Associates to complete the District's annual financial audit.

Commissioner Vincent made a motion that the audit be approved as presented, the Chairman be authorized to sign the Annual Filing Affidavit and a copy of the audit and financial statements be forwarded to the Texas Commission on Environmental Quality. Commissioner Gamble seconded the motion. The motion carried.

Sabine Pass to Galveston Bay Project Summary

Mr. Brady Girouard stated that design, work-in-kind, and relocation efforts continue on all contracts. Documentation is being compiled on work-in-kind regarding Contract 1 and Contract 3. Right of entries on the western alignment are moving forward. There may be a possible path forward for Contract 3. The details will need to be finalized with TCEQ and upper management.

Manager Reports

No Manager reports for this meeting.

Permits

Community RV Resort – Bayou Grove RV Park proposed (1) 33-inch HDPE entry into Main C. Mr. Garrett Boudoin recommended approval subject to the special conditions contained within the permit. A permit fee of \$250.00 is required. Commissioner Champagne moved to approve Mr. Boudoin's recommendation. Commissioner Gamble seconded the motion. The motion carried.

Executive Session – Pursuant to Section 551.072 of the Texas Government Code, Regarding Property Acquisitions; and Pursuant to Section 551.074 of the Texas Government Code, Regarding Personnel

At 2:22 pm the Commissioners entered an Executive Session regarding property acquisitions and personnel.

At 3:14 p.m., the meeting returned to regular session.

Consider and Take Action, if any, on Items Discussed in Executive Session

Commissioner Champagne moved to authorize the General Manager to negotiate and enter into a purchase agreement with Port Neches-Goves Independent School District for the property located at 2500 Taft Avenue, Port Arthur, Texas. Commissioner Vincent seconded the motion. The motion carried.

Commissioner Champagne moved to extend the General Manager's contract for another year with the option to extend the contract for an additional year. Commissioner Gamble seconded the motion. The motion carried.

Checks & Purchase Orders
Maintenance Fund

Ck. No. 22132 – 4 Horn Industrial

\$1,734.00 – Troweling, Concrete Saw Rental – New Administration Building Project

Ck. No. 22133 – Allied Electrical Systems

\$1,301.50 – SCBA Inspections Various Pump Stations

Ck. No. 22134 – Bobcat of Beaumont

\$424.80 – Rental Bucket W/Teeth – New Administration Building Project

Ck. No. 22135 – Charles E. Reed & Associates, P.C.

\$19,500.00 – Independent Auditor Fee FY 21/22

Ck. No. 22136 – Coastal Welding Supply

\$5,520.00 – Annual Cylinder Lease/Pump Station Maintenance & 9th Ave Welding Shop

Ck. No. 22137 – Coastline Concrete Pumping, LLC

\$1,773.88 – Concrete Pump Truck Rental – New Administration Building Project

Ck. No. 22138 – Dan Delich

\$1,500.00 – Legislative Consulting Fees

Ck. No. 22139 – Dannenbaum Engineering Corp.

\$10,996.4505.85 – Dump Truck Rental 3/6 - 4/3/23

Ck. No. 22140 – Duck's Dragline Service, Inc.

\$6,480.00 – LS250X3 Trackhoe Rental – New Administration Building Project

Ck. No. 22141 – Function 4 LLC

\$202.21 – Copier Lease 4/15 – 5/15/2023

Ck. No. 22142 – Groves Equipment Rental Co., Inc.

\$2,700.00 – Rental of 15 Ton Rough Terrain Crane

Ck. No. 22143 – James Gamble, Sr.

\$270.00 – Health Insurance Payment

Ck. No. 22144 – Johnny's Towing & Recovery

\$300.00 – Equipment Transport

Ck. No. 22145 – Ken's Electrical Marine Service

\$277.50 – Generator Service at PS #5

Ck. No. 22146 – LJA Engineering, Inc.
\$49,750.00 – Rodair Gully HMGP Detention Project

Ck. No. 22147– M & S Unlimited Services, LLC
\$450.00 – Transport Fee for Crane – PS#2 to PS #13

Ck. No. 22148 – Mazzanti & Associates LLC
\$2,500.00 – Legislative Consulting Fees

Ck. No. 22149 – Ray Russo
\$4,461.40 – Legislative Consulting Fees

Ck. No. 22150 – Ritter Forest Products Nederland
\$2,020.00 – Mat Rental – New Administration Building Project, PS #3 Discharge Rehab

Ck. No. 22151 – FILMR, LLC
\$84.00 – Social Media Posts

Ck. No. 22152 – Ritter Forest Products Nederland
\$11,445.00 – Mat Rental for New Administration Building Project, PS #3 Discharge Rehab

Ck. No. 22153 – Sunbelt Rentals
\$6,338.29 – Equipment Rental – New Administration Building Project, Installation of Overhead Crane at Fab Shop

Ck. No. 22154 – Texan Engineering & Consulting, LLC
\$11,825.00 – Permit Review, General Engineering, Blocks Bayou

Ck. No. 22155 – Tolunay-Wong Engineers, Inc.
\$9,178.63 – HFPL Repair

Ck. No. 22156 – Wells Fargo
\$2,643.10 – Travel, Meals, Software, New Administration Building Project

Ck. No. 22157 – Waukesha-Pearce Industries, Inc.
\$20,047.00 – Equipment Rental – HFPL Repair

General Land Office Fund

Ck. No. 5040 – Texan Engineering
\$15,204.01 – Sabine Pass to Galveston Bay Project

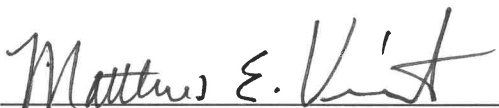
Commissioner Vincent moved that the checks from the Maintenance and General Land Office Funds be approved for payment. Commissioner Champagne seconded the motion. The motion carried.

Chairman Beaumont asked if there was any other business to come before the Board. There was none.

At 3:16 p.m., Commissioner Vincent moved that the meeting be adjourned. Commissioner Gamble seconded the motion. The motion carried.



Richard Beaumont, Chairman



Matthew Vincent, Assistant Secretary