

**MINUTES OF VIDEOCONFERENCE MEETING NO. 2363
COMMISSIONERS OF
JEFFERSON COUNTY DRAINAGE DISTRICT NO. 7**

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

Date: January 4, 2022

Present: Commissioners
Lester Champagne
Albert Moses, Jr.
Matthew Vincent
Phil Kelley, General Manager

Absent: Richard Beaumont
James Gamble, Sr.

Visitors: Allen Sims, DD7
Brady Girouard, DD7
Dean Depew, DD7
Kirby Johnson, DD7

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

Minutes of Meeting No. 2362

The Minutes of Meeting No. 2362 was approved as read.

Consider Approval to Advertise for Bids for Seasonal Mowing Contract

Mr. Phil Kelley stated the District's Seasonal Mowing Contract just expired, and, therefore, it is time to go out for bids for a new contract. The previous contract type was for a base bid for two (2) years, with options to renew for one (1) year at a time for up to three (3) years. The District has had the same contractor for the past five (5) years, which worked out really well with the contractor doing a good job. Commissioner Moses

moved to approve advertising for bids for the same type of seasonal mowing contract. Commissioner Vincent seconded the motion. The Vice-Chairman voted aye. The motion carried.

Sabine Pass to Galveston Bay Project Summary

Mr. Brady Girouard gave a brief update on the Sabine Pass to Galveston Bay Project (SP2GB) and stated there has been no significant activities since the last update due to the holidays.

Manager's Miscellaneous Reports

Since the date of the last Commissioner's meeting, the following work has been done:

Construction Notes - Alligator Bayou Pump Station Annex
December 13, 2021 – December 24, 2021

Monday, December 13:

Alligator Project; Allco did work on site today; however, DD7's site representative was off, so a daily report was not generated.

Tuesday, December 14:

Alligator Project; Allco did work on site today; however, DD7's site representative was off, so a daily report was not generated.

Wednesday, December 15:

Alligator Project; Allco did work on site today; however, DD7's site representative was off, so a daily report was not generated.

Thursday, December 16:

Alligator Project; Allco did work on site today; however, DD7's site representative was off, so a daily report was not generated.

Friday, December 17:

Alligator Project; Allco did work on site today; however, DD7's site representative was off, so a daily report was not generated.

Monday, December 20:

Alligator Project; Allco worked on site today. Weather conditions were cloudy with a chance of showers. The site conditions were dry.

Allco's superintendents (2) on site (Terrell and Joe) with (6) operators/laborers reported.

BLTI on site with (2) personnel reported.

ESI on site with (1) personnel reported.

Allco is digging down the east side of the sheet pile wall of the cofferdam and cutting sheet pile about three feet below ground level.

BLTI is on site working on program to start and stop engine's computer system.

Tuesday, December 21:

Alligator Project; Allco worked on site today. Weather conditions were sunny. The site conditions were dry.

Allco superintendents (2) on site (Joe and Terrell) with (6) operators/laborers reported.

Allco is digging dirt from the middle of the cofferdam. They are also moving back on the coffer dam, moving equipment support beams, and cutting tie back rods.

Wednesday, December 22:

Alligator Project; Allco worked on site today. Weather conditions were sunny. The site conditions were dry.

Allco superintendents (2) on site (Joe and Terrell) with (6) operators/laborers reported.

Allco is digging dirt out from the inside and outside of the cofferdam. They are also cutting the sheet pile off beneath the ground.

Thursday, December 23:

Alligator Project; DD7 and Allco are not working on site in observance of the Christmas holiday break.

Friday, December 24:

Alligator Project; DD7 and Allco are not working on site in observance of the Christmas holiday break.

Mr. Dean Depew reported that the pump that is being repaired for Foley Pump Station will be shipped out next week from California back to Houston. It is hoped the pump will be back in service within the next few weeks. Pump station crews have been working on blasting and coating at Pump Station Nos. 3 and 7. In addition, a new 36"

discharge pipe has been built for Pump Station No. 3 and the old one will be removed and sent out for blasting and coating. The 24" discharge pipe has been replaced, and the plan is to replace all three (3) 36" discharge pipes. Mr. Depew further stated he and Allen Sims are working on some discharge support for Pump Station No. 3 and the LNVA Canal that runs behind the pump station.

Mr. Phil Kelley reported that the angle gear that was sent to Lufkin Gear for repair before Christmas for Unit No. 6 at the Alligator Bayou Pump Station Annex has been received back. Allen Sims is in the process of contacting Weisinger, Inc. to schedule installation.

Mr. Phil Kelley reminded the Commissioners that Jefferson County is hosting the Board Meeting for the Gulf Coast Protection District ("GCPD). It will be held at the ISTC Building on Wednesday, January 12, 2022. Mr. Kelley asked if any of the Commissioners wanted to attend and stated that if three (3) or more go, the District will be required to post it as a Board meeting. The GCPD meeting will start at 10:00 a.m. and after lunch, a bus will take everyone on a tour of the District's system.

Checks & Purchase Orders
Maintenance Fund

Ck. No. 19508 - 4 Horn Industrial
\$4,546.24 – Dozer Rental and Pickup & Delivery Charge

Ck. No. 19509 – Arceneaux Wilson & Cole, LLC
\$49,440.00 – A-3-A Detention HMGP Project

Ck. No. 19510 – Avalon Motor Coaches, LLC
\$995.00 – Bus Rental for Gulf Coast Protection District Meeting

Ck. No. 19511 - Dan Delich Consulting
\$1,500.00 – Legislative Consulting Fee

Ck. No. 19512 – Dannenbaum Engineering Corp.
\$16,150.26 – General Engineering Services, Sabine Pass to Galveston
Bay Project and Groves Detention HMGP Project

Ck. No. 19513 – Duck’s Dragline Service, Inc.
\$5,760.00 – Rental LS250X4 Trackhoe 12/17-12/30/21

Ck. No. 19514 – FILMR LLC
\$144.00 – Social Media Posts

Ck. No. 19515 – Function 4 LLC
\$206.30 – Konmin Copier Rental 12/15/21-01/14/22

Ck. No. 19516 – James Gamble, Sr.
\$270.00 – Health Insurance Payment

Ck. No. 19517 – M & S Unlimited Services, LLC
\$350.00 – Transport Truck Rental 12/7/21

Ck. No. 19518 - Mazzanti & Associates LLC
\$2,500.00 – Legislative Consulting Fees

Ck. No. 19519 - Ray Russo
\$2,400.00 – Legislative Consulting Fees

Ck. No. 19520 – Star Lake Canal Cooperating Group
\$46,318.81 – 50% of Cash Call Payment – Starlake Litigation
Remediation

Ck. No. 19521 – TCEQ
\$100.00 – Stormwater Permit Annual Fee

Ck. No. 19522 – Texan Engineering & Consulting, LLC
\$9,900.00 – HMGP Studies, Permit Review and General Services

Ck. No. 19523 – TWCA Risk Management Fund
\$97.50 – MVR Billings

Ck. No. 19524 - Waukesha-Pearce Industries, Inc.
\$9,540.00 – Rental of Komatsu Dozer 12/7/21-01/04/22

Ck. No. 19525 – Wells Fargo

\$3,398.36 – Travel and Meeting Expense, Dues and Subscriptions,
Books and Printed Matter and Property Damage Claim

Ck. No. 19526 – Richard Beaumont

\$207.58 – Health Insurance Payment

Ck. No. 5022 – Tolunay-Wong Engineers, Inc.

\$14,755.00 – Sabine Pass to Galveston Bay Project Work-in-Kind

Ck. No. 5023 – Vortech Contracting, Inc.

\$19,007.00 – Sabine Pass to Galveston Bay Project Work-in-Kind

Commissioner Vincent moved that the checks from the Maintenance Fund be approved for payment. Commissioner Moses seconded the motion. The Vice-Chairman voted aye. The motion carried.

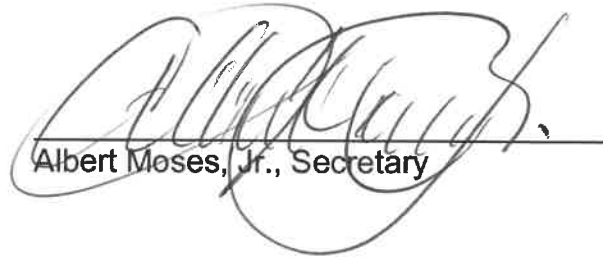
Vice-Chairman Champagne asked for an update on the property purchase of 3033 Oak West in Nederland. Mr. Kelley stated the closing has been extended until January 27, 2022, and the Bank is still trying to work out the lien issue with the Small Business Administration (“SBA”) so the District can obtain a clear title. If the closing does not take place, Mr. Kelley stated he will come back to the Board and schedule an Executive Session to decide how to move forward. Discussion was had regarding the channel the District is wanting to put in beside the property, and Commissioner Vincent stated there was a similar channel on Kings Row in Port Neches. Mr. Kelley said he is not sure if the engineers have the design for the channel yet, but it will be a concrete channel from the street to the back of the property. The intent is to provide a basin for street drainage, which will help alleviate the flooding issues that have occurred in the past.

Vice-Chairman Champagne also asked if there has been any progress on the Detention Ponds. Mr. Sims stated surveying work is being done on the Groves, Halbouty and A-3-A HMGP Detention Projects, and they are trying to produce a benefit cost ratio. The Rodair Detention HMGP Project has not received final approval; however, the District is getting the engineers and grant administrators in place for when final approval is received. This Grant will have to go through the Phase I period which will take some time. Information has been sent to Jefferson County regarding acquiring the property around the prison, and the County has verbally agreed to the transfer. The District's attorney is putting a transfer document together. Commissioner Vincent asked if the property on Taft is one of these projects, and Mr. Kelley said yes, that is the Groves Detention Project. It is Mr. Kelley's understanding that the school building is supposed to be torn down, and there is a possibility to work something out with the PNGISD on the property, but the property that is being proposed for this detention is Total's property between the school district property and Highway 87. The Groves, Halbouty and A-3-A Detention Projects are hazard mitigation grants the District filed for under the Harvey disaster, and the Rodair Detention Project came about from the Imelda disaster. Commissioner Moses asked if the Rodair Detention grant approval looks promising, and Mr. Kelley explained the District must show that the benefits outweigh the costs before FEMA will consider the funding part. Money must be spent before a grant will get approved, and therefore the District has become selective on which grants it applies for. The three (3) active grant projects received a 6-month extension from FEMA on the corresponding benefit cost ratios due to various reasons

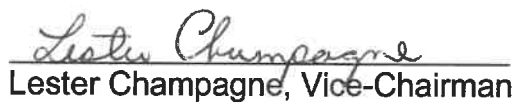
for delay. FEMA requires the benefit cost ratio be rated at least a one (1), and it sometime takes a lot of creative engineering to meet this requirement.

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

At 2:15 p.m., Commissioner Moses moved that the meeting be adjourned. Commissioner Vincent seconded the motion. The Vice-Chairman voted aye. The motion carried.



Albert Moses, Jr., Secretary



Lester Champagne, Vice-Chairman