

**MINUTES OF VIDEOCONFERENCE MEETING NO. 2436  
COMMISSIONERS OF  
JEFFERSON COUNTY DRAINAGE DISTRICT NO. 7**

Place: 3400 Highway 73  
Port Arthur, Texas

Date: February 4, 2025

Present: Commissioners  
Richard Beaumont  
James Gamble, Sr.  
Matthew Vincent  
Lester Champagne  
Albert Moses, Jr.  
Allen Sims, General Manager  
Glenn Steele, Attorney for District

Visitors: Toby Davis, DD7  
Terry Wade, DD7  
Brian McZeal, DD7  
Rene Jackson, DD7  
Barron Cook, DD7  
Nathan Brandimarte, Brandimarte Law Firm

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 Moses gave the invocation.

Minutes of Meeting No. 2435

The Minutes of Meeting No. 2435 were approved as read.

Consider Resolution Designating Subrecipient Authorized Representative and Signatory Authority for Federal and State Grant Applications

Resolution No. 533 Designating Subrecipient Authorized Representative and Signatory Authority for Federal and State Grant Applications was presented to the Board for consideration. Mr. Allen Sims stated that in 2023 the Board passed Resolution 499 naming the General Manager as the Authorized Representative and Signatory Authority

for Federal and State Grant Applications. This resolution is to grant authority to the General Manager, Assistant Manager or their designee to act as a Subrecipient Authorized Representative and Signatory Authority on behalf of the District to sign all documentation in connection with federal and state grants and the management thereof. FEMA and TDEM require that the board authorize someone to sign grant applications and contracts. This resolution will not change the protocol for committing funds, the District will continue to come before the board before committing any funds. Commissioner Moses moved to approve Resolution No. 533 Designating Subrecipient Authorized Representative and Signatory Authority for Federal and State Grant Applications. Commissioner Vincent seconded the motion. The motion carried. A copy of Resolution No. 533 is attached hereto and made a part of these minutes.

Consider Approval to Advertise for Bids for Calendar Year 2025 Seasonal Mowing Services

Mr. Allen Sims requested approval to advertise for bids for Calendar Year 2025 Seasonal Mowing Services. Commissioner Gamble suggested that the District evaluate the cost effectiveness of mowing these large areas in house instead of hiring a contractor. Mr. Sims stated that time would not permit the evaluation of this option for the upcoming season, but he would explore the options and present his findings to the Board before the budget approval for the upcoming year. Commissioner Champagne moved to approve the request to Advertise for Bids for Calendar Year 2025 Seasonal Mowing Services. Commissioner Moses seconded the motion. The motion carried.

Consider Approval to Advertise for Bids for Calendar Year 2025 Equipment Provision Services

Mr. Sims requested approval to advertise for bids for Calendar Year 2025 Equipment Provision Services. Commissioner Vincent moved to approve the request to Advertise for Bids for Calendar Year 2025 Equipment Provision Services. Commissioner Gamble seconded the motion. The motion carried.

Sabine Pass to Galveston Bay Summary

Mr. Sims stated that he was advised an hour before the last Board meeting that the General Land Office (GLO) was not including the District's \$230 million Sabine Pass to Galveston Bay Project fund request in their budget. The District chose to submit the \$230 million project fund request directly to the Senate and House. The District was informed that its request was in the budget, however, it was later discovered that the District's funds were not in the state budget. The District was then notified by the GLO that they needed to modify their budget request and the District's \$230 million fund request would be included. Mr. Sims stated that he spoke with staffers for Senator Nichols and Senator Bonnen who advised that both Senators were both supportive of the Sabine Pass to Galveston Bay Project, but there will not be a final number until after February.

The Port of Port Arthur presented the proposed location and route for the wall and the location of the gate. It was approved by their board and is moving forward.

The Gulf Coast Protection District meeting will be held at the District's Administration Building at 10:00 am on February 12, 2025.

### Manager Reports

Mr. Toby Davis was named Assistant Manager as of February 1, 2025.

The concrete crew is finishing up concrete Rodair Gully. The project stretches from Hwy 69 to West Port Arthur Road. It has been under construction for approximately 6 years in various phases. The last phase involved relocating a pipeline which has been completed allowing the District's concrete crew to pour the remaining 150 feet.

Mr. Rene Jackson has been appointed as acting pump station supervisor. The pump station maintenance crews will be blasting and coating at pump station 3. Three engines are being installed at pump station at pump station 17. There are three additional engines that will be installed in the spring.

The March 4<sup>th</sup> board meeting needs to be moved due to Golden Triangle Days and TWA conferences. There will not be a quorum present. Mr. Sims suggested moving the March 4, 2025 meeting to February 28, 2025.

### Executive Session - Pursuant to Sections 551.074, Texas Government Code, Regarding Personnel

At 2:27 p.m., the Commissioners entered an Executive Session regarding personnel.

At 3:20 p.m., the meeting returned to its regular session.

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

Commissioner Vincent moved to grant the General Manager the authority to hire Mr. Nathan Brandimarte of The Brandimarte Law Firm, PLLC to represent the District. Commissioner Gamble seconded the motion. The motion carried.

Checks and Purchase Orders

Maintenance Fund

Ck. No. 25833 – Albert Moses, Jr.  
\$529.00 – Health Insurance Payment

Ck. No. 25834 – Blue Cross Blue Shield of Texas  
\$314.36 – Health Insurance Payment

Ck. No. 25835 – Cintas Corp  
\$84.06 – Traffic Mat Service – Admin Building

Ck. No. 25836 – Dan Delich Consulting  
\$3,500.00 – Legislative Consulting Services

Ck. No. 25837 – Duck’s Dragline Service, Inc.  
\$14,340.00 – Trackhoe Work – OCI & Rodair Gully

Ck. No. 25838 – Electrical Specialties, Inc.  
\$45.00 – Monthly Alarm Monitoring

Ck. No. 25839 – Fidelity Exterminating Company  
\$200.00 – Quarterly Pest Control – Admin Building

Ck. No. 25840 – Function 4 LLC  
\$88.40 – Color Copy Overage Charges

Ck. No. 25841 – Gannett Fleming, Inc.  
\$12,567.84 – Engineering Services – Groves & Real Estate S2G

Ck. No. 25842 – Gregory Bostwick  
\$500.00 – January 2025 Weather Services

Ck. No. 25843 – Groves Equipment Rental Co., Inc.  
\$2,700.00 – 15 Ton Crane Rental

Ck. No. 25844 – James Gamble, Sr.  
\$270.00 – Health Insurance Payment

Ck. No. 25845 – LJA Surveying, Inc.  
\$1,450.00 – S2G – PAV05 Top Survey of Toe Ditch

Ck. No. 25846 – Mazzanti & Associates, LLC  
\$2,500.00 – Legislative Consulting Services

Ck. No. 25847 – National Waterways Conference, Inc.  
\$1,650.00 – Registration Fees – 2025 NWC Legislative Summit

Ck. No. 25848 – Ray Russo  
\$7,603.42 – Legislative Consulting Services

Ck. No. 25849 – Richard Beaumont  
\$137.55 – Health Insurance Payment

Ck. No. 25850 – Ritter Forest Products Nederland  
\$975.00 – Transport Mats to Patillo Road

Ck. No. 25851 – Ron Lewis & Associates, LLC  
\$3,500.00 – Legislative Consulting Services

Ck. No. 25852 – Sam & Tash Services, Inc.  
\$1,569.62 – Janitorial Services for Admin Building

Ck. No. 25853 – Texan Engineering & Consulting, LLC  
\$9,030.00 – Engineering Services – General & Blocks Bayou

Ck. No. 25854 – Toby Davis  
\$1,441.00 – Reimbursement for Dues & Subscriptions

Ck. No. 25855 – Waukesha-Pearce Industries, Inc.  
\$29,295.00 – Equipment Rental

Ck. No. 25856 – Wave Solutions  
\$4,301.00 – Monthly Software and Computer Services

Ck. No. 25857 – Wells Fargo  
\$4,720.06 – Computer Software, Meals, Dues, Trainings

Ck. No. 25858 – Glenn H. Steele, Jr. PLLC  
\$7,025.00 – Legal Fees & February Retainer

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Ck. No. 25859 – TWCA Risk Management Fund  
\$48.00 – General Liability – Worker's Comp Insurance

Insurance Admin Account

Ck. No. 10169 – Assured Benefits Administrators  
\$77,993.72 – February 2025 Insurance Monthly Admin

**RESOLUTION NO. 533  
DESIGNATING SUBRECIPIENT AUTHORIZED  
REPRESENTATIVE AND SIGNATORY AUTHORITY FOR  
FEDERAL AND STATE GRANT APPLICATIONS**

STATE OF TEXAS

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COUNTY OF JEFFERSON

WHEREAS, Jefferson County Drainage District No. 7 (the "District") applies for various federal and state grants from time to time; and

WHEREAS, the District is required to designate a person to act as a Subrecipient Authorized Representative and Signatory Authority on behalf of the District to sign all documentation in connection with said federal and state grants and the management thereof; and

WHEREAS, the District wishes to designate its General Manager, Assistant Manager, or their designee as the Subrecipient Authorized Representative and Signatory Authority in connection with all federal and state grant applications and the management thereof.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF JEFFERSON COUNTY DRAINAGE DISTRICT NO. 7:

THAT the District's General Manager, Assistant Manager, or their designee are hereby designated as the Subrecipient Authorized Representative and Signatory Authority in connection to all federal and state grant applications and the management thereof on behalf of Jefferson County Drainage District No. 7.

THAT the General Manager, Assistant Manager, or their designee be, and hereby are, authorized to take any and all action in connection with the accomplishment of the transactions outlined in this resolution and to certify the adoption of such resolutions to such parties which the General Manager, Assistant Manager, or their designee deems necessary or appropriate.

I, Albert Moses, Jr., Secretary of the Board of Commissioners of Jefferson County Drainage District No. 7, do hereby certify that the above is a true and correct copy of a resolution adopted by the Board of Commissioners of Jefferson County Drainage District No. 7, at their meeting No. 2436 held on the 4<sup>th</sup> day of February, 2025, upon motion made by Commissioner Moses and seconded by Commissioner Vincent and adopted unanimously by said Board, a quorum being present.

Given under my hand this 4<sup>th</sup> day of February 2025.

  
Secretary  
JEFFERSON COUNTY DRAINAGE DISTRICT NO. 7



Commissioner Vincent moved that the checks from the Maintenance Fund Account and Insurance Admin Fund Account 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 3:23 p.m., Commissioner Champagne moved that the meeting be adjourned. Commissioner Gamble seconded the motion. The motion carried.

  
Matthew Vincent, Assistant Secretary

  
Richard Beaumont, Chairman



**VISITOR SIGN-IN SHEET**  
**MEETING NO. 2436**  
**Tuesday, February 4, 2025**

*No visitors*

	<b>Name</b>	<b>Email Address</b>	<b>Telephone Number</b>	<b>Public Comment</b>	
1				Yes <input type="checkbox"/>	No <input type="checkbox"/>
2				Yes <input type="checkbox"/>	No <input type="checkbox"/>
3				Yes <input type="checkbox"/>	No <input type="checkbox"/>
4				Yes <input type="checkbox"/>	No <input type="checkbox"/>
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10				Yes <input type="checkbox"/>	No <input type="checkbox"/>
11				Yes <input type="checkbox"/>	No <input type="checkbox"/>
12				Yes <input type="checkbox"/>	No <input type="checkbox"/>
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15				Yes <input type="checkbox"/>	No <input type="checkbox"/>