

**MINUTES OF VIDEOCONFERENCE MEETING NO. 2447  
COMMISSIONERS OF  
JEFFERSON COUNTY DRAINAGE DISTRICT NO. 7**

Place: 3400 Highway 73  
Port Arthur, Texas

Date: July 15, 2025

Present: Commissioners  
Richard Beaumont  
Albert Moses, Jr.  
Matthew Vincent  
Allen Sims, General Manager  
Nathan Brandimarte, Attorney for District

Absent: Lester Champagne

Visitors: Toby Davis, DD7  
Terry Wade, DD7  
Brady Girouard, DD7  
Kirby Johnson, DD7  
Garrett Boudoin, DD7  
Rene Jackson, DD7  
Keith Zotzky, Arceneaux Wilson and Cole

The meeting was called to order at 2:05 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. 2446

The Minutes of Meeting No. 2446 were approved as read.

Preliminary Budget Discussion

Mr. Allen Sims stated that he is working on next year's budget and wanted to discuss a few items. While a few individual line items have exceeded their allocated budgets, the District remains under budget overall. This is due to the District's increased truck inventory and two dump trucks required a significant amount of maintenance which

accounted for 75% of that line-item budget. Maintenance on tractors went over budget due to some identified drive shafts issues. The final over-budget line item is salaries, which exceeded projections due to payments made to retiring employees for accrued unused vacation time. Mr. Sims stated that the inflation rate from January to June was 2.9%. From July 2024 to July 2025 the inflation rate was 3.5%. Commissioner Gamble suggested that the District employees be given a 4% cost of living increase. Commissioner Beaumont agreed. Mr. Sims stated that in a past meeting there was a brief discussion regarding in-house mowing. He stated that his research showed that it would require 4 new tractors with mowers. The cost of equipment would be approximately \$350,000. The District would need to hire 4 new full-time employees, which would be an additional \$350,000. Although the cost of the mowers would be a one-time expense, compared to the annual contract mowing cost of an average approximately \$260,000 a year it is hard to justify. An evaluation of staff completed in January 2025 revealed that the District did not have enough employees to man 2 12-hour shifts in a hurricane event. New employees were hired in February and March to remedy this situation. A few remaining projects are scheduled to be completed within the current fiscal year's budget. These include the expansion of the employee parking area, adding approximately 50 new parking spaces allowing District vehicles to be parked near the maintenance shed to improve organization and maximize use of available space. Next fiscal year another equipment cover/shed will be added to protect the remaining equipment from the weather. The warehouse will be extended to increase storage of items currently housed in Conex boxes. Location options are being considered for the breakroom and foreman's offices.

Currently, the largest in-house project is the construction of the new Shreveport Pump Station for downtown Port Arthur.

In 2018 and 2019 the District applied for grants that are just now being awarded. The District continues to apply for grants each year. The District has been awarded \$70 million in grants and is anticipating another \$50 million. This is the best option to minimize spending District funds. Mr. Sims stated that he has not received the tax information but is not anticipating the need for a tax rate increase.

#### Presentation by Staff on Current Projects

Mr. Allen Sims introduced Mr. Toby Davis who made a presentation on the District's current projects. These projects are in various stages of construction, design, or planning. The District continues to make improvements aimed at increasing system capacity, improving operation, and reducing the flood risk of the residents.

#### **Crane Bayou Pump Station – Generator Installation**

Two new generators have been installed at the Crane Bayou Pump Station. A permanent enclosure is currently under construction to house and protect the equipment, ensuring reliable operation during power outages.

#### **Rodair Detention Pond – Site Preparation**

Construction is underway at the recently acquired Rodair Detention Pond to prepare the site for a future pump station. This phase includes grading, access improvements, and foundational infrastructure.

#### **Blocks Bayou Improvement – Phase II**

Phase II of the Blocks Bayou drainage improvement project is currently under construction. It builds upon Phase I to further increase stormwater capacity and improve flood mitigation in the surrounding area.

### **Rodair Gully Pipeline Crossing – West of Highway 69**

The pipeline crossing at Rodair Gully, located west of Highway 69, has been successfully completed. This infrastructure supports regional drainage.

### **SCADA System – Design-Build Implementation**

The design-build phase of the Supervisory Control and Data Acquisition (SCADA) system is underway. This project will enhance real-time monitoring and remote operational control at District facilities.

### **Pump Station – West Port Arthur Road**

Construction has been completed for the replacement of discharge pipe supports at the pump station near West Port Arthur Road, across from the LNVA Canal.

### **FM 365 Sanitary Sewer Relocation – City of Port Arthur**

The District is working with the City of Port Arthur to relocate a sanitary sewer line along FM 365. This relocation was necessary to facilitate the new bridge across Rodair Gulley by TXDOT that will allow for the removal of the HFPL gate on FM 365.

### **Sabine Pass to Galveston Bay Project – PAV3A Fronting Protection**

Construction is underway for fronting protection improvements for the Alligator, Lakeside, and Rodair pump stations, as part of the PAV3A contract under the Sabine Pass to Galveston Bay Project.

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## **Projects in Design or Pending Grant Funding**

### **Lateral B-4 Improvements – Port Neches**

The District is awaiting grant funding to begin improvements to the Lateral B-4 drainage system located in Port Neches.

### **Magnolia and Pure Oil Ditches – Port Neches**

Both projects are in the design phase and will improve local stormwater management capacity.

### **Central Ditch – Beauxart Gardens**

Design work for Central Ditch improvements is currently underway by LJA Engineering.

### **Central Pump Station – Discharge Bay Improvements**

The District anticipates receiving grant funding to support upgrades to the discharge bay at the Central Pump Station.

### **Halbouty Detention Expansion**

The expansion of the Halbouty Detention Pond is in the design phase and is being managed by LJA Engineering.

### **Rodair Detention Pond Siphon Project**

A new siphon system is being designed to divert stormwater from the Central Gardens area to Humphries Ditch and the Rodair Detention Pond.

### **A-3-A and Groves Detention Pond Projects – HMGP Grant**

Both projects have received Hazard Mitigation Grant Program (HMGP) funding. The District is currently awaiting final approval from the Texas Division of Emergency Management (TDEM) and is negotiating easements with landowners.

### **Shreveport Pump Station Replacement**

The Shreveport Pump Station is being replaced using CDBG and Hazard Mitigation Grant Program (HMGP) funds.

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### **Maintenance Projects**

The District's ongoing maintenance efforts ensure the continued operation and resilience of critical infrastructure. Current maintenance activities include:

- Installation of gravity screens at Starlake Pump Station
- Repair of the Lateral C3 crossing from Main C to the Halbouty area
- Flap gate replacements at 9th Avenue and Crane Bayou
- Execution of the annual gate exercise program to test gate functionality
- Drainage maintenance, including debris removal and channel clearing
- Routine vehicle and ditch maintenance throughout the District
- Fuel Day Tank replacement at Pump Station 17
- Engine replacements at multiple pump stations
- Sheet pile re-coating at the inlet bay of the Halbouty Pump Station

These projects are part of the District's long-term maintenance strategy and are prioritized based on condition assessments and operational needs.

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## **Office Site and Facility Improvements**

Planned improvements at the District's central facility include:

- Expansion of employee parking, adding approximately 50 additional spaces through new concrete paving
  - Relocation of District vehicles to designated areas near the maintenance shed
  - Construction of new equipment sheds to add storage and organization
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## **Master Drainage Plan – Phase I**

The District has received grant funding for Phase I of its comprehensive Master Drainage Plan. The contract has been awarded to LJA Engineering. This phase will include data collection, system analysis, and the development of recommendations for long-term improvements across the District's service area.

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## **District-Wide Pump Station Improvements – CDBG Project**

A separate CDBG-funded project will provide significant upgrades at approximately ten pump stations. Planned improvements include:

- Installation of bar screens
- Addition of standby generators
- Electrical and control system upgrades

These enhancements are intended to increase system efficiency and reliability during major storm events.

## **Sabine Pass to Galveston Bay Summary**

Mr. Allen Sims stated that there is a condemnation hearing set for the parcel of land on Hwy 365, just outside the levee to donate to TxDOT to replace the existing gate structure with a bridge over the levee. A meeting was held with Richie O'Connell, Professional Staff Member for House Energy and Power Subcommittee which is responsible for the Water Resources Development Act (WRDA) each year. A discussion was held concerning the Sabine Pass to Galveston Bay Projects consistently going over

budget. During the discussion, Mr. O'Connell inquired about the total amount of additional funding required to complete the projects. Due to time constraints, it was decided that the meeting would be continued next week. The House of Representative is requesting the formation of a Levee Owners Board. For the past 10 years, all the decisions made regarding levee design and construction have been made by the Corps without any input from the owners and operators of the levees. The request is made with the idea that the owners and operators of the levees have input on design and construction bringing operation and maintenance experience. Mr. Sims stated that a presentation will be made at the Plant Manager's Forum next Thursday. It will be an update on the Sabine Pass to Galveston Bay Project. Also, on Thursday, Mr. Toby Davis will make a presentation like the one presented today to Jefferson County Water District 10. There will be a public meeting on Contract 4 the second week of August to inform the citizens of what to expect during construction. The Corps will also be distributing flyers to put on houses to advise residents.

#### Manager Reports

There is a topical depression producing approximately 40 mile per hour winds located in the Gulf of America that is predicted to make landfall in Louisiana near Lafayette. Storm preparations have been completed throughout the District. All engines, vehicles and equipment have been serviced and are fueled up. Employees are on stand-by.

Mr. Allen Sims presented the financial statements prepared by FMW, P.C. for the period ending June 30, 2025, and gave a collateral securities report as of June 30, 2025.

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

No Executive Session was held.

Permits

Corkran Management LLC submitted a permit for Stillwater Lake Estates Phase II for a proposed (1) one concrete emergency spillway with flap gates to prevent back flow entering the District's Rodair Gully. The permit fee is \$250.00. Mr. Garrett Boudoin recommended approval subject to the special conditions contained within the permit. Commissioner Vincent moved to approve the permit requested by Lady Luck RV Resort, LLC as recommended by Mr. Boudoin. Commissioner Gamble seconded the motion. The motion carried

Checks and Purchase Orders

Maintenance Fund

Ck. No. 26779 – Airgas USA LLC  
\$421.50 – Multiple Cylinder Rentals

Ck. No. 26780 – Allen Sims  
\$120.00 – USACE Stakeholders Dinner Reimbursement

Ck. No. 26781 – Capitol Law Group, PLLC  
\$5,000.00 – Legislative Consulting Services

Ck. No. 26782 – Cintas Corp  
\$96.36 – Traffic Mat & Hand Sanitizer Service – Admin Building

Ck. No. 26783 – U.S. Department of Treasury – Coast  
\$233.32 – Medicare Reimbursement

Ck. No. 26784 – Duck's Dragline Service, Inc.  
\$15,300.00 – Shredding Trees Along Levee

Ck. No. 26785 – FMW, P.C.  
\$2,300.00 – Accounting Services – June 2025



Ck. No. 26786 – Freese and Nichols, Inc.  
\$19,909.13 – Shreveport Pump Station Engineering

Ck. No. 26787 – Gannett Fleming, Inc.  
\$17,525.17 – Sabine Pass to Galveston Bay Project – Project Management & Land Acquisitions

Ck. No. 26788 – GFL Plant Services, LP  
\$4,743.10 – Rollbox & Holding Tank Rental

Ck. No. 26789 – Kyla Dean  
\$279.26 – TWA Travel Reimbursement

Ck. No. 26790 – LAWCO  
\$38,920.00 – OCI Site Earthwork

Ck. No. 26791 – LJA Engineering, Inc.  
\$19,870.50 – Halbouty Detention Pond

Ck. No. 26792 – LJA Environmental LLC  
\$960.00 – Sabine Pass to Galveston Bay Project – Work in Kind – PAV05 Phase II

Ck. No. 26793 – LJA Surveying, Inc.  
\$6,850.00 – Sabine Pass to Galveston Bay Project and Blocks Bayou Surveying

Ck. No. 26794 – M & S Unlimited Services, LLC  
\$450.00 – Transport 15 Ton Crane

Ck. No. 26795 – National Tank & Equipment  
\$5,446.90 – Vac Assisted Pump Rental

Ck. No. 26796 – Ritter Forest Products Nederland  
\$525.00 – Pump Station 7 Mat Rental

Ck. No. 26797 – Sam & Tash Services, Inc.  
\$1,569.62 – Janitorial Services – Administrative Building

Ck. No. 26798 – SWAT Construction  
\$13,272.00 – Sinkhole at Main B Diversion

Ck. No. 26799 – The Brandimarte Law Firm, PLLC  
\$13,154.30 – Legal Services – June 2025

Ck. No. 26800 – TWCA Risk Management Fund  
\$37.50 – June 2025 MVR Billing

Ck. No. 26801 – United States Postal Service  
\$500.00 – Postage for Postage Meter

Ck. No. 26802 – W. Williams Refrigeration & AC  
\$225.00 – Warehouse AC Repairs

Ck. No. 26803 – Waukesha-Pearce Industries, Inc.  
\$55,800.00 – Multiple Equipment Rentals

Ck. No. 26807 – Nerbert Frelow  
\$2,850.00 – Dump Truck Services

Insurance Admin Account

Ck. No. 10174 – Assured Benefits Administrators  
\$85,019.68 – July 2025 Monthly Insurance Administration Fees

Debt Service Account

Ck. No. 2031 – Computershare Trust Company, N.A.  
\$750.00 – Bond Payment Agent Fees

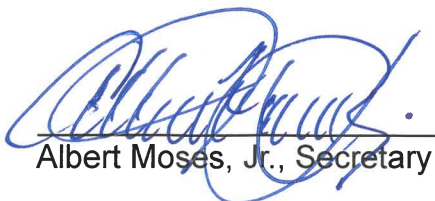
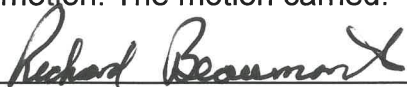
GLO Account

Ck. No. 5105 – Texan Engineering  
\$14,091.85 – Sabine Pass to Galveston Bay Project Utility Relocations

Commissioner Moses moved that the checks from the Maintenance Fund Account and GLO Account approved for payment. Commissioner Gamble seconded the motion. The motion carried.

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

At 3:07 p.m., Commissioner Vincent moved that the meeting be adjourned. Commissioner Gamble seconded the motion. The motion carried.

  
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Albert Moses, Jr., Secretary  
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Richard Beaumont, Chairman



**VISITOR SIGN-IN SHEET**  
**MEETING NO. 2447**  
**Tuesday, July 15, 2025**

	Name	Contact Information Email or Telephone	Public Comment	
1	KEITH ZOTZKY	KEITH.ZOTZKY@AWLENG.COM	Yes <input type="checkbox"/>	No <input checked="" 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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12			Yes <input type="checkbox"/>	No <input type="checkbox"/>
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15			Yes <input type="checkbox"/>	No <input type="checkbox"/>