

**MINUTES OF VIDEOCONFERENCE MEETING NO. 2457  
COMMISSIONERS OF  
JEFFERSON COUNTY DRAINAGE DISTRICT NO. 7**

Place: 3400 Highway 73  
Port Arthur, Texas

Date: December 16, 2025

Present: Commissioners  
Richard Beaumont  
Lester Champagne  
Albert Moses, Jr.  
Matthew Vincent  
James Gamble, Sr.

Allen Sims, General Manager  
Nathan Brandimarte, Attorney for District

Visitors: Toby Davis, DD7  
Garrett Boudoin, DD7  
Rene Jackson, DD7  
Brian McZeal, DD7  
Wil Thorne, Brandimarte Law Firm  
Keith Zottky, AWC

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. 2456

The Minutes of Meeting No. 2456 were approved as read.

Consider Award of Professional Engineering Services Relating to Rodair Detention Pond Pump Station (RFQ 2025-008)

Mr. Allen Sims stated the stated that the qualifications were opened at the last meeting for engineering services relating to Rodair Detention Pond Pump Station (RFQ 2025-008). Mr. Toby Davis stated that the responding firms were Arceneaux Wilson &

Cole, LLC, Engineering and Inspection Services (EIS), Freese and Nichols, Inc., GFT Infrastructure, Inc., LJA Engineering, and Schaumburg & Polk, Inc.

Mr. Davis assembled a review committee which included Allen Sims, Garrett Boudoin, and Barron Cook. The qualifications presented by each engineering firm were graded on a 100-point scale. Mr. Davis submitted a recommendation letter recommending the contract be awarded to GFT Infrastructure, Inc. Commissioner Moses moved to approve awarding the contract for engineering services relating to the Rodair Detention Pond Pump Station (RFQ 2025-008) to GFT Infrastructure, Inc. Commissioner Vincent seconded the motion. The motion carried.

Consider Award of Professional Engineering Services Relating to Central Pump Station Improvements (RFQ 2025-009)

Mr. Allen Sims stated the stated that the qualifications were opened at the last meeting for engineering services relating to Central Pump Station Improvements (RFQ 2025-009). Mr. Toby Davis stated that the responding firms were Arceneaux Wilson & Cole, LLC, Engineering and Inspection Services (EIS), LJA Engineering, and Schaumburg & Polk, Inc.

Mr. Davis assembled a review committee which included Allen Sims, Kirby Johnson, and Barron Cook. The qualifications presented by each engineering firm were graded on a 100-point scale. Mr. Davis submitted a recommendation letter recommending the contract be awarded to Arceneaux, Wilson & Cole, LLC. Commissioner Champagne moved to approve awarding the contract for engineering services relating to Central Pump Station Improvements (2025-009) to Arceneaux, Wilson & Cole, LLC. Commissioner Gamble seconded the motion. The motion carried.

Consider Award of Professional Environmental Services Relating to for Central Pump Station Improvements-Environmental Services (RFP 2025-010)

Mr. Allen Sims stated that the environmental service proposals were opened at the last meeting for environmental services relating to Central Pump Station Improvements (RFQ 2025-010). Mr. Toby Davis stated that the responding firms were Hydrex Environmental, LJA Environmental Services, and Blanton & Associates (an ICF Company).

Mr. Davis assembled a review committee which included Allen Sims, Kirby Johnson, and Barron Cook. The proposals submitted by each environmental firm were graded on a 100-point scale. Mr. Davis submitted a recommendation letter recommending the contract be awarded to Hydrex Environmental. Commissioner Gamble moved to approve awarding the contract for environmental services relating to Central Pump Station Improvements (2025-010) to Hydrex Environmental. Commissioner Vincent seconded the motion. The motion carried.

Consider Pay Request No. 5 to Norman Highway Constructors, Inc. for Improvements to Blocks Bayou Ditch Phase II Project

Mr. Garrett Boudoin presented Pay Request No. 5 to Norman Highway Constructors, Inc. for Improvements to the Blocks Bayou Ditch Phase II Project for approval. Mr. Garrett Boudoin submitted the invoice from Norman Highway Constructors, Inc. for \$306,205.23. The contractor has completed 100% of the work using 110% of the contract time. The project was completed at 94.29% under the original contract price. The request has been reviewed, and it is recommended that the Board approve Pay Request No. 5 in the amount of Three Hundred Six Thousand Two Hundred Five and 23/100 (\$306,205.23) Dollars. Commissioner Champagne moved to approve the Pay Request

No. 5 from Norman Highway Constructors, Inc. for Improvements to the Blocks Bayou Ditch Phase II Project in the amount of Three Hundred Six Thousand Two Hundred Five and 23/100 (\$306,205.23) Dollars. Commissioner Moses seconded the motion. The motion carried.

Consider Pay Request No. 1 to Brystar Contracting, Inc. for Sanitary Sewer Line Relocation at Lake Charles Lift Station

Mr. Keith Zotsky with Arceneaux, Wilson and Cole, LLC. presented Pay Request No. 1 submitted by Brystar Contracting, Inc. for the Relocation of the Sanitary Sewer Line at Lake Charles Lift Station for approval. Mr. Barron Cook submitted the invoice from Brystar Contracting, Inc. for \$411,546.65. The contractor has completed 31% of the work. The request has been reviewed, and it is recommended that the Board approve Pay Request No. 1 in the amount of Four Hundred Eleven Thousand Five Hundred Forty-Six and 65/100 (\$411,546.65) Dollars. Commissioner Vincent moved to approve Pay Request No. 1 from Brystar Contracting, Inc. for Relocation of the Sanitary Sewer Line at the Lake Charles Lift Station in the amount of Four Hundred Eleven Thousand Five Hundred Forty-Six and 65/100 (\$411,546.65) Dollars. Commissioner Gamble seconded the motion. The motion carried.

Sabine Pass to Galveston Bay Summary

Mr. Allen Sims reported the PACR is nearing completion. The final draft is being reviewed. The certified cost estimate is expected in the spring. The primary focus at this time is obtaining a certified cost estimate so that the Galveston District can formally request funding from DD7 for the project in an attempt at expending a portion of the State's funds. This will position the Gulf Coast Protection District to request additional funding next year. The Galveston District has received a letter from headquarters

authorizing an exception to exceed the Eight Hundred Sixty-three Million (\$863,000,000) spending limit for this project only. Contract 3C will be allowed to proceed to bid, but all other projects are on hold until the PACR is completed.

The sewer line work that was recently approved represents the final utility relocations required before the project can be advertised for bid. The design team estimates the plans to be 100% complete by February, with the cost estimate available in April or May, and the project ready for advertisement in June.

Barron Cook and Zachary Hinojosa are not in attendance today as they are meeting with LJA Surveying regarding property acquisitions. The project requires the acquisition of six parcels from multiple entities, including the City, County, School District, and one private land owner. Discussions have already occurred with all governmental entities and the private land owner, each have indicated that they are willing to donate property once the survey and documentation are provided and presented to their respective boards. Some of the parcels involve small areas that the District will maintain.

#### Manager Reports

The District Christmas luncheon will be held Thursday, December 18, 2025, at the mechanic shop.

The District received notification that Bert Lamson and Mary Wycoff were voted in as new board member of the Jefferson Central Appraisal District Board

An architect is currently working on the design of a new breakroom and commercial kitchen facility to serve as a storm staging and shelter location for crews. The plans are expected to be completed in June. Mr. Sims stated that he has run the numbers and is certain that our current budget will accommodate the project. The goal is to complete the

project before the 2027 hurricane season. This facility will provide a safe place for crews to eat, sleep and stage operations during and after storm events. Currently the administration building is the only option and would be overcrowded with approximately 100 personnel. The new facility would be raised to an elevation of five feet (above Hurricane Harvey flood levels) and designed to withstand 150 miles per hour sustained winds with gusts up to 200-225 miles per hour providing protection comparable to the administration building. The new facility has been a long-standing goal and will allow operations to be split between two locations.

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

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

No Executive Session was held.

Permits

United Utility submitted a permit for proposed storm water discharge directly entering the District's Rodair Gully via (1) 24" HDPE. The permit fee is 250.00. Mr. Garrett Boudoin recommended approval subject to the special conditions contained within the permit. Commissioner Moses moved to approve the permit requested by United Utility as recommended by Mr. Boudoin. Commissioner Vincent seconded the motion. The motion carried.

Checks and Purchase Orders

Maintenance Fund

Ck. No. 27510 – Pitney Bowes  
\$225.63 – Postage Machine Quarterly Lease

Ck. No. 27520 – Airgas USA, LLC  
\$429.00 – Multiple Cylinder Rentals

Ck. No. 27521 – Alexandra Thibodeaux  
\$420.52 – Election Conference Travel Reimbursement

Ck. No. 27522 – AMMCO Solutions Group, LLC  
\$2,480.09 – Clean out under PS 20

Ck. No. 27523 – Anchor QEA  
\$3,146.63 – Foreman Office Engineering

Ck. No. 27524 – Architectural Alliance Incorporated  
\$9,562.50 – Foreman Office & Breakroom Design

Ck. No. 27525 – Bily Joe's BBQ  
\$2,970.00 – 2025 District Christmas Lunch Catering

Ck. No. 27526 – Cintas Corp  
\$86.32 – Traffic Mat Service - Admin Building

Ck. No. 27527 – Duck's Dragline Service, Inc.  
\$7,650.00 – Heavy Equipment Operations

Ck. No. 27528 – Electrical Specialties, Inc.  
\$19,376.10 – Main B Diversion Electrical Repairs

Ck. No. 27529 – Fidelity Exterminating Company  
\$425.00 – Quarterly Pest Control – Admin Office & Control Center

Ck. No. 27530 – FMW, P.C.  
\$2,200.00 – Accounting Services – November 2025

Ck. No. 27531 – Freese and Nichols, Inc.  
\$128,746.93 – Engineering Services – Shreveport PS

Ck. No. 27532 – Function 4 LLC  
\$421.71 – Konica Copier Lease – December 2025

Ck. No. 27533 – Gabriel, Roeder, Smith & Company  
\$4,036.50 – GASB 75 Roll Forward Report

Ck. No. 27534 – Greater Port Arthur Chamber of Commerce

\$1,000.00 – Annual Banquet – Gold Sponsor

Ck. No. 27535 – Gregory Bostwick

\$50.00 – November 2025 Weather Service

Ck. No. 27536 – Groves Equipment Rental Co., Inc.

\$4,500.00 – 15 Ton Carrydeck Rental – PS 1

Ck. No. 27537 – Holloway Environmental and Communications

\$13,428.87 – Sabine Pass to Galveston Bay Project – PAV04 WIK Public Meeting Coordination

Ck. No. 27538 – Jefferson Central Appraisal District

\$113,627.29 – Entity Allocation – 1<sup>st</sup> Quarter 2026

Ck. No. 27539 – Johnny's Towing & Recovery

\$375.00 – Transport Tractor to Mechanic Shop

Ck. No. 27540 – LAWCO

\$4,500.00 – Grading at Halbouy

Ck. No. 27541 – LJA Engineering, Inc.

\$42,071.16 – Engineering Services – Halbouy Detention

Ck. No. 27542 – LJA Environmental Services, LLC

\$5,262.26 – Sabine Pass to Galveston Bay Project Environmental Services – PAV03& PAV05

Ck. No. 27543 – Nerbert Frelow

\$1,900.00 – Dump Truck Services

Ck. No. 27544 – Norman Highway Constructors, Inc.

\$306,205.23 – Blocks Bayou Ditch Phase II – Request \$5

Ck. No. 27545 – Port Arthur News Media

\$823.88 – Public Notice Advertisements

Ck. No. 27546 – Railpros Field Services, Inc.

\$6,750.00 – Pear Ridge Main #2 Repairs

Ck. No. 27547 – FNBO

\$1,507.75 – Meeting Expense & Interest

Ck. No. 27548 – The Brandimarte Law Firm, PLLC

\$9,859.50 – Legal Services – November 2025

Ck. No. 27549 – U.S. Postal Service  
\$360.00 – P.O. Box Rental

Ck. No. 27550 – United of Omaha  
\$2,627.65 – Health Insurance Payments

Ck. No. 27551 – W. Williams Refrigeration & AC  
\$371.76 – Repair Warehouse Heater

Ck. No. 27552 – Wave Solutions LLC  
\$979.36 – Monthly Telephone Services

GLO Account

Ck. No. 5112 – Brystar Contracting, Inc.  
\$411,546.65 – PAV03C City of Port Arthur Relocation at Lake Charles Lift Station

Ck. No. 5113 – Texan Engineering  
\$21,679.88 – PAV0C – Utility Relocations City of Port Arthur

Ck. No. 5114 – Texan Engineering  
\$14,923.13 – PAV03C Relocations City of Port Arthur

Commissioner Vincent moved that the checks from the Maintenance Fund and GLO Accounts be approved for payment. Commissioner Moses seconded the motion. The motion carried.

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

At 2:28 p.m., Commissioner Champagned moved that the meeting be adjourned. Commissioner Vincent seconded the motion. The motion carried.

  
Richard Beaumont, Chairman

  
Albert Moses, Jr., Secretary



**VISITOR SIGN-IN SHEET**  
**MEETING NO. 2457**  
**Tuesday, December 16, 2025**

	Name	Contact Information		Public Comment
		Email or Telephone		
1	Keith Zotsky, AWC			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"/>
5				Yes <input type="checkbox"/> No <input type="checkbox"/>
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9				Yes <input type="checkbox"/> No <input type="checkbox"/>
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11				Yes <input type="checkbox"/> No <input type="checkbox"/>
12				Yes <input type="checkbox"/> No <input type="checkbox"/>
13				Yes <input type="checkbox"/> No <input type="checkbox"/>
14				Yes <input type="checkbox"/> No <input type="checkbox"/>
15				Yes <input type="checkbox"/> No <input type="checkbox"/>