

**MINUTES OF VIDEOCONFERENCE MEETING NO. 2427  
COMMISSIONERS OF  
JEFFERSON COUNTY DRAINAGE DISTRICT NO. 7**

Place: 3400 Hwy 73  
Port Arthur, Texas

Date: September 17, 2024

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

Absent: Richard Beaumont

Visitors: Allen Sims, DD7  
Toby Davis, DD7  
Garrett Boudoin, DD7  
Barron Cook, DD7  
Kirby Johnson, DD7  
Terry Wade, DD7  
Joey Choate  
Garrett Sullivan, U.S. Corps of Engineers  
Scott Leimer, U.S. Corps of Engineers

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.

Mr. Phil Kelley introduced Mr. Garrett Sullivan, Project Manager over Mega Projects, and Mr. Scott Leimer, Project Engineer with the U.S. Army Corps of Engineers. Mr. Allen Sims and Mr. Sullivan have visited local City Council meetings to keep the local government and citizens informed of the plans and progress of the Sabine Pass to Galveston Bay Project. They will continue to do this throughout the project.

Minutes of Meeting No. 2426

The Minutes of Meeting No. 2426 was approved as read.

Consider Approval of Amended Budget for FY 23/24

Mr. Phil Kelley presented the Amended Budget for FY 23/24 for approval. This is an annual formality that is done each year. Minimal adjustments were made to a few line items. Commissioner Moses moved to approve the Amended Budget for FY 23/24 as submitted. Commissioner Gamble seconded the motion. The motion carried.

Consider Approval of Budget for FY 24/25

Mr. Kelley submitted the proposed Maintenance and Operating Fund Budget for FY 24/25 and the Capital Projects Fund Budget for FY 24/25 for consideration. Mr. Kelley stated that there have been no changes in the preliminary budget presented at the last meeting. Commissioner Gamble made a motion that the Maintenance and Operating Fund Budget for FY 24/25 and the Capital Projects Fund Budget for FY 24/25 be adopted as submitted. Commissioner Vincent seconded the motion. The motion carried.

Sabine Pass to Galveston Bay Project Summary

Mr. Allen Sims stated that he and Mr. Kelley will be out of the office for the remainder of the week to attend the National Waterways Conference. A dinner is planned with authorities from the U.S. Army Corps of Engineers Headquarters out of Washington DC. The goal is to get the chief discretionary authority finalized which will allow modifications to continue with the project based on the adjustments to the design. Mr. Garrett Sullivan stated that Colonel Blackman will attend the dinner in place of Lieutenant Colonel Ian O'Sullivan. A small issue was corrected on Contract 3A involving the fronting protection for the Alligator Pump Station and Rodair Gully Pump Station. Mr. Kelley

stated that Mr. Scott Leimer is heading up the group on the Post Authorization Change Report (PACR). The process allows a project to be modified without having to go back to Congress for approval. General Spellmon has discretionary authority which would allow a project to move forward with plan modifications without having to request reauthorization from Congress to fund the cost differences pertaining to plan modifications.

### Manager Reports

Mr. Phil Kelley presented the financial statements prepared by FMW, P.C. for the period ending August 31, 2024, and gave a collateral securities report as of August 31, 2024.

### Executive Session – Pursuant to Sections 551.072, Texas Government Code, Regarding Property Acquisition

At 2:12 p.m., the Commissioners entered an Executive Session regarding property acquisition.

At 2:33 p.m., the meeting returned to its regular session.

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

No Action was taken as a result of the Executive Session.

### Checks & Purchase Orders

#### Maintenance Fund

Ck. No. 25073 – Airgas USA LLC  
\$405.48 – Multiple Cylinder Rentals

Ck. No. 25074 – AMMCO Solutions Group LLC  
\$8,671.79 – Cleaning Under Multiple Pump Stations

Ck. No. 25075 – Blanton & Associates, Inc.  
\$15,102.50 – Environmental Consultant – Rodair Detention Pond

Ck. No. 25076 – Cintas Corp.  
\$82.00 – Traffic Mat Service – Admin Building

Ck. No. 25077 – Duck's Dragline Service, Inc.  
\$34,890.00 – Trackhoe Work – General & Halbouty

Ck. No. 25078 – Environmental Systems Research Institute  
\$1,662.38 – Geographic Information Systems Software

Ck. No. 25079 – FMW, P.C.  
\$2,300.00 – Accounting Services – August 2024

Ck. No. 25080 – Function 4 LLC  
\$402.81 – Konica Copier Lease – September 2024

Ck. No. 25081 – Gannett Fleming, Inc.  
\$48,002.87 – Sabine Pass to Galveston Bay Project & Groves Detention

Ck. No. 25082 – GFL Plant Service, LP  
\$2,477.98 – Rollbox & Holding Tank Rental – Multiple Pump Stations

Ck. No. 25083 – GP Evans Contractors  
\$7,614.60 – Seasonal Mowing Services

Ck. No. 25084 – Groves Equipment Rental Co., Inc.  
\$2,700.00 – 15 Ton Crane Rental

Ck. No. 25085 – Jefferson Central Appraisal District  
\$42,648.57 – 4<sup>th</sup> Quarter Entity Allocations

Ck. No. 25086 – JM Test Systems, LLC  
\$544.52 – Pump Station Instrumentation Equipment Calibration

Ck. No. 25087 – LJA Engineering, Inc.  
\$7,357.59 – Engineering Services – Various Projects

Ck. No. 25088 – LJA Environmental Services, LLC  
\$6,447.50 – Environmental Consultant – A3A & Rodair Gully HMGP Projects

Ck. No. 25089 – Nerbert Frelow  
\$3,800.00 – Dump Truck Services 09/09/24 – 09/13/24

Ck. No. 25090 – Port Arthur News  
\$520.50 – Advertisement - Public Hearing on Tax Rate

Ck. No. 25091 – Richard Beaumont  
\$131.67 – Health Insurance Payment – September 2024

Ck. No. 25092 – Sam & Tash Services, Inc.  
\$1,569.62 – Janitorial Services – Admin Building

Ck. No. 25093 – Texan Engineering & Consulting  
\$10,320.00 – Engineering Services – General & Blocks Bayou

Ck. No. 25094 – TWCA Risk Management Fund  
\$8,559.00 – Auto & General Liability Amendments

Ck. No. 25095 – Mutual of Omaha Companies  
\$2,186.50 – Health Insurance Payments

Ck. No. 25096 – Web Development Resource Group  
\$1,200.00 – Equipment Maintenance Contract

GLO Fund

Ck. No. 5085 – LJA Environmental Services  
\$2,600.00 – Sabine Pass to Galveston Bay Project

Ck. No. 5086 – Texan Engineering & Consulting  
\$26,663.44 – Sabine Pass to Galveston Bay Project

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

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

At 2:33 p.m., Commissioner Gamble moved that the meeting be adjourned. Commissioner Moses seconded the motion. The motion carried.

  
Albert Moses, Jr., Secretary

  
Lester Champagne, Vice Chairman