

**MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
ORANGE COUNTY DRAINAGE DISTRICT**

November 19, 2019

A special called meeting of the Board of Directors of the Orange County Drainage District was held on Tuesday, November 19, 2019 at 10:00 a.m. at the Orange County Drainage District Administration Building located at 8081 Old Hwy 90, Orange, Texas.

DIRECTORS PRESENT:

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| Russell Covington | Director, Precinct No. 1 |
| J.B. Arrington | Director, Precinct No. 2 |
| Randy Fuselier | Director, Precinct No. 3 |
| Hal LaPray | Director, Precinct No. 4 |

DIRECTORS ABSENT:

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| Brent Peveto | Director At Large |
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OTHERS PRESENT:

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| Don Carona | General Manager |
| Jerry Hood | Assistant General Manager |
| Cindy Pent | Recording Secretary |

MEETING OPENED

Mr. LaPray called the meeting of the Board of Directors of the Orange County Drainage District to order at 10:00 a.m. Mr. Hood led the Invocation and the Pledge of Allegiance.

VISITORS:

Judge John Gothia addressed the Board, and thanked the Orange County Drainage District for the service and assistance that the District has provided to Orange County.

CONSIDERATION AND AUTHORIZATION OF DOUGLAS E. MANNING, THE DISTRICT PURCHASER, TO OPEN THE SEALED SUBMITTALS TIMELY SUBMITTED IN RESPONSE TO THE DISTRICT'S 1) REQUESTS FOR PROPOSALS FOR GRANT APPLICATION AND ADMINISTRATIVE SERVICES, (RFP-2019-01-CDBG-MIT, RFP-2019-02-EDA, AND RFP-2019-03-TWDB), 2) REVISED REQUEST FOR QUALIFICATIONS FOR GENERAL PROFESSIONAL ENGINEERING SERVICES (RFQ-2019-01-GEN-ENG); AND 3) REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES (RFQ-2019-02-CDBG-MIT, RFQ-2019-03-EDA, AND RFQ-2019-04-TWDB), AT 2:00 P.M. ON DECEMBER 4, 2019, AND TO PROVIDE COPIES OF SUCH PROPOSALS TO THE EVALUATION COMMITTEE(S) DESIGNATED BY THE BOARD OF DIRECTORS TO REVIEW, SCORE, AND RANK SAID SUBMITTALS AND PROVIDE SUCH EVALUATIONS TO THE BOARD FOR THE BOARD'S CONSIDERATION IN SELECTING THE SERVICE PROVIDER(S) TO BE RETAINED TO PROVIDE SUCH SERVICES

Mr. Covington made a motion to approve Douglas E. Manning, the District Purchaser, to open the sealed submittals timely submitted in response to the District's 1) Requests for Proposals for Grant Application and Administrative Services, (RFP-2019-01-CDBG-MIT, RFP-2019-02-EDA, and RFP-2019-03-TWDB); 2) Revised Request for Qualifications for General Professional Engineering Services (RFQ-2019-01-GEN-ENG); and 3) Request for Qualifications for Engineering Services (RFQ-2019-02-CDBG-MIT, RFQ-2019-03-EDA, and RFQ-2019-04-TWDB), at 2:00 p.m. on December 4, 2019, and to provide copies of such proposals to the evaluation committee(s) designated by the Board of Directors to review, score, and rank said submittals and provide such evaluations to the Board for the Board's consideration in selecting the service provider(s) to be retained to provide such services. Mr. Fuselier seconded the motion. Motion carried 4-0.

CONSIDERATION AND DESIGNATION OF AN EVALUATION COMMITTEE TO REVIEW, SCORE AND RANK ALL OF THE SUBMITTALS TIMELY RECEIVED IN RESPONSE TO THE DISTRICT'S REQUEST FOR PROPOSALS FOR GRANT APPLICATION AND ADMINISTRATIVE SERVICES, (RFP-2019-01-CDBG-MIT), WHICH COMMITTEE WILL PROVIDE SUCH EVALUATIONS TO THE BOARD OF DIRECTORS FOR CONSIDERATION, IN THE BOARD'S SOLE DISCRETION, IN SELECTING THE SERVICE PROVIDER(S) TO BE RETAINED TO PROVIDE SUCH SERVICES, CONSIDERING ALL OF THE CRITERIA SET FORTH IN SAID REQUEST FOR PROPOSALS

Mr. Arrington made a motion to approve the designation of an evaluation committee consisting of Don Carona, Jerry Hood, Austin Barrow, and Doug Manning to review, score and rank all of the submittals timely received in response to the District's Request for Proposals for Grant Application and Administrative Services, (RFP-2019-01-CDBG-MIT), which committee will provide such evaluations to the Board of Directors for consideration, in the Board's sole discretion, in selecting the service provider(s) to be retained to provide such services, considering all of the criteria set forth in said request for proposals. Mr. Covington seconded the motion. Motion carried 4-0.

CONSIDERATION AND DESIGNATION OF AN EVALUATION COMMITTEE TO REVIEW, SCORE AND RANK ALL OF THE SUBMITTALS TIMELY RECEIVED IN RESPONSE TO THE DISTRICT'S REQUEST FOR PROPOSALS FOR GRANT APPLICATION AND ADMINISTRATIVE SERVICES, (RFP-2019-02-EDA), WHICH COMMITTEE WILL PROVIDE SUCH EVALUATIONS TO THE BOARD OF DIRECTORS FOR CONSIDERATION, IN THE BOARD'S SOLE DISCRETION, IN SELECTING THE SERVICE PROVIDER(S) TO BE RETAINED TO PROVIDE SUCH SERVICES, CONSIDERING ALL OF THE CRITERIA SET FORTH IN SAID REQUEST FOR PROPOSALS

Mr. Arrington made a motion to approve the designation of an evaluation committee consisting of Don Carona, Jerry Hood, Austin Barrow, and Doug Manning to review, score and rank all of the submittals timely received in response to the District's Request for Proposals for Grant Application and Administrative Services, (RFP-2019-02-EDA), which committee will provide such evaluations to the Board of Directors for consideration, in the Board's sole discretion, in selecting the service provider(s) to be retained to provide such services, considering all of the criteria set forth in said request for proposals. Mr. Covington seconded the motion. Motion carried 4-0.

CONSIDERATION AND DESIGNATION OF AN EVALUATION COMMITTEE TO REVIEW, SCORE AND RANK ALL OF THE SUBMITTALS TIMELY RECEIVED IN RESPONSE TO THE DISTRICT'S REQUEST FOR PROPOSALS FOR GRANT APPLICATION AND ADMINISTRATIVE SERVICES, (RFP-2019-03-TWDB), WHICH COMMITTEE WILL PROVIDE SUCH EVALUATIONS TO THE BOARD OF DIRECTORS FOR CONSIDERATION, IN THE BOARD'S SOLE DISCRETION, IN SELECTING THE SERVICE PROVIDER(S) TO BE RETAINED TO PROVIDE SUCH SERVICES, CONSIDERING ALL OF THE CRITERIA SET FORTH IN SAID REQUEST FOR PROPOSALS

Mr. Arrington made a motion to approve the designation of an evaluation committee consisting of Don Carona, Jerry Hood, Austin Barrow, and Doug Manning to review, score and rank all of the submittals timely received in response to the District's Request for Proposals for Grant Application and Administrative Services, (RFP-2019-03-TWDB), which committee will provide such evaluations to the Board of Directors for consideration, in the Board's sole discretion, in selecting the service provider(s) to be retained to provide such services, considering all of the criteria set forth in said request for proposals. Mr. Covington seconded the motion. Motion carried 4-0.

CONSIDERATION AND DESIGNATION OF AN EVALUATION COMMITTEE TO REVIEW, SCORE AND RANK ALL OF THE SUBMITTALS TIMELY RECEIVED IN RESPONSE TO THE DISTRICT'S REVISED REQUEST FOR QUALIFICATIONS FOR GENERAL PROFESSIONAL ENGINEERING SERVICES (RFQ-2019-01-GEN-ENG), WHICH COMMITTEE WILL PROVIDE SUCH EVALUATIONS TO THE BOARD OF DIRECTORS FOR CONSIDERATION, IN THE BOARD'S SOLE DISCRETION, IN SELECTING THE SERVICE PROVIDER(S) TO BE RETAINED TO PROVIDE SUCH SERVICES, CONSIDERING ALL OF THE CRITERIA SET FORTH IN SAID REQUEST FOR QUALIFICATIONS

Mr. Arrington made a motion to approve the designation of an evaluation committee consisting of Don Carona, Jerry Hood, Austin Barrow, and Doug Manning to review, score and rank all of the submittals timely received in response to the District's Revised Request for Qualifications for General Professional Engineering Services (RFQ-2019-01-GEN-ENG), which committee will provide such evaluations to the Board of Directors for consideration, in the Board's sole discretion, in selecting the service provider(s) to be retained to provide such services, considering all of the criteria set forth in said request for qualifications. Mr. Covington seconded the motion. Motion carried 4-0.

CONSIDERATION AND DESIGNATION OF AN EVALUATION COMMITTEE TO REVIEW, SCORE AND RANK ALL OF THE SUBMITTALS TIMELY RECEIVED IN RESPONSE TO THE DISTRICT'S REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES (RFQ-2019-02-CDBG-MIT), WHICH COMMITTEE, IN THE BOARD'S SOLE DISCRETION, IN SELECTING THE SERVICE PROVIDER(S) TO BE RETAINED TO PROVIDE SUCH SERVICES, CONSIDERING ALL OF THE CRITERIA SET FORTH IN SAID REQUEST FOR QUALIFICATIONS

Mr. Arrington made a motion to approve the designation of an evaluation committee consisting of Don Carona, Jerry Hood, Austin Barrow, and Doug Manning to review, score and rank all of the submittals timely received in response to the District's Request for Qualifications for Engineering Services (RFQ-2019-02-CDBG-MIT), which committee, in the Board's sole discretion, in selecting the service provider(s) to be retained to provide such services, considering all of the criteria set forth in said request for qualifications. Mr. Covington seconded the motion. Motion carried 4-0.

CONSIDERATION AND DESIGNATION OF AN EVALUATION COMMITTEE TO REVIEW, SCORE AND RANK ALL OF THE SUBMITTALS TIMELY RECEIVED IN RESPONSE TO THE DISTRICT'S REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES (RFQ-2019-03-EDA), WHICH COMMITTEE WILL PROVIDE SUCH EVALUATIONS TO THE BOARD OF DIRECTORS FOR CONSIDERATION, IN THE BOARD'S SOLE DISCRETION, IN SELECTING THE SERVICE PROVIDER(S) TO BE RETAINED TO PROVIDE SUCH SERVICES, CONSIDERING ALL OF THE CRITERIA SET FORTH IN SAID REQUEST FOR QUALIFICATIONS

Mr. Arrington made a motion to approve the designation of an evaluation committee consisting of Don Carona, Jerry Hood, Austin Barrow, and Doug Manning to review, score and rank all of the submittals timely received in response to the District's Request for Qualifications for Engineering Services (RFQ-2019-03-EDA), which committee will provide such evaluations to the Board of Directors for consideration, in the Board's sole discretion, in selecting the service provider(s) to be retained to provide such services, considering all of the criteria set forth in said request for qualifications. Mr. Covington seconded the motion. Motion carried 4-0.

CONSIDERATION AND DESIGNATION OF AN EVALUATION COMMITTEE TO REVIEW, SCORE AND RANK ALL OF THE SUBMITTALS TIMELY RECEIVED IN RESPONSE TO THE DISTRICT'S REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES (RFQ-2019-04-TWDB), WHICH COMMITTEE WILL PROVIDE SUCH EVALUATIONS TO THE BOARD OF DIRECTORS FOR CONSIDERATION, IN THE BOARD'S SOLE DISCRETION, IN SELECTING THE SERVICE PROVIDER(S) TO BE RETAINED TO PROVIDE SUCH SERVICES, CONSIDERING ALL OF THE CRITERIA SET FORTH IN SAID REQUEST FOR QUALIFICATIONS

Mr. Arrington made a motion to approve the designation of an evaluation committee consisting of Don Carona, Jerry Hood, Austin Barrow, and Doug Manning to review, score and rank all of the submittals timely received in response to the District's Revised Request for Qualifications for Engineering Services (RFQ-2019-04-TWDB) which committee will provide such evaluations to the Board of Directors for consideration, in the Board's sole discretion, in selecting the service provider(s) to be retained to provide such services, considering all of the criteria set forth in said request for qualifications. Mr. Covington seconded the motion. Motion carried 4-0.

CONSIDERATION AND APPROVAL OF REVISED AGREEMENT WITH WATHEN, DESHONG & JUNCKER, LLP TO INCLUDE THE PERFORMANCE OF A SINGLE AUDIT FOR FEDERAL FUNDS RECEIVED FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2019

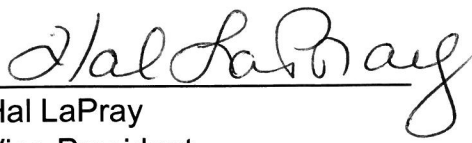
Mr. Fuselier made a motion to approve the revised agreement with Wathen, DeShong & Juncker, LLP to include the performance of a Single Audit for federal funds received for the Fiscal Year ending September 30, 2019. Mr. Covington seconded the motion. Motion carried 4-0.

CONSIDERATION AND APPROVAL OF SETTING THE DISTRICT'S ANNUAL EMPLOYER CONTRIBUTION RATE TO THE TEXAS COUNTY AND DISTRICT RETIREMENT SYSTEM (TCDRS) FOR PLAN YEAR 2020 AT 13.84% (13.50% FOR RETIREMENT PLAN RATE, AND 0.34% FOR GROUP TERM LIFE RATE), OR ALTERNATIVELY AT SUCH OTHER PERCENTAGE DETERMINED BY THE BOARD OF DIRECTORS

Mr. Fuselier made a motion to approve setting the District's annual employer contribution rate to the Texas County and District Retirement System (TCDRS) for Plan Year 2020 at 13.84% (13.50% for Retirement Plan Rate, and 0.34% for Group Term Life Rate). Mr. Covington seconded the motion. Motion carried 4-0.

BOARD ADJOURNS

There being no further business to discuss, Mr. Arrington made a motion to adjourn. Mr. Fuselier seconded the motion. Motion carried 4-0. The meeting adjourned at 10:23 a.m.



Hal LaPray
Vice-President



Cindy Pent
Recording Secretary