

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

December 17, 2019

A special called meeting of the Board of Directors of the Orange County Drainage District was held on Tuesday, December 17, 2019 at 10:00 a.m. at the Orange County Drainage District Administration Building located at 8081 Old Hwy 90, Orange, Texas.

DIRECTORS PRESENT:

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:

Brent Peveto	Director At Large
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OTHERS PRESENT:

Don Carona	General Manager
Austin Barrow	Superintendent
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. Barrow led the Invocation and the Pledge of Allegiance.

VISITORS:

None

RECEIPT AND CONSIDERATION OF THE EVALUATION OF THE EVALUATION COMMITTEE PREVIOUSLY DESIGNATED BY THE BOARD, AND SELECTION OF, AND AWARD OF CONTRACT TO A FIRM(S) TO PROVIDE GRANT APPLICATION AND ADMINISTRATIVE SERVICES PURSUANT TO THE DISTRICT'S REQUEST FOR PROPOSALS FOR GRANT APPLICATION AND ADMINISTRATIVE SERVICES (RFP 2019-01-CDBG-MIT), AND AUTHORIZATION OF THE DISTRICT'S GENERAL MANAGER TO NEGOTIATE THE TERMS AND CONDITIONS OF A CONTRACT WITH SUCH FIRM(S), SUBJECT TO THE REQUIRED SUBSEQUENT APPROVAL OF THE BOARD OF DIRECTORS

Following a report by the Evaluation Committee previously designated by the Board, Mr. Fuselier made a motion to select the two firms with the highest score and ranking that timely submitted proposals pursuant to the District's Request for Proposals for Grant Application and Administrative Services (RFP 2019-01-CDBG-MIT), namely Tidal Basin Governmental Consulting, LLC and Traylor and Associates, and to authorize the District's General Manager to negotiate the terms and conditions of a contract with such firm(s), subject to the required subsequent approval of the Board of Directors. Mr. Arrington seconded the motion. Motion carried 4-0.

RECEIPT AND CONSIDERATION OF THE EVALUATION OF THE EVALUATION COMMITTEE PREVIOUSLY DESIGNATED BY THE BOARD, AND SELECTION OF, AND AWARD OF CONTRACT TO A FIRM(S) TO PROVIDE GRANT APPLICATION AND ADMINISTRATIVE SERVICES PURSUANT TO THE DISTRICT'S REQUEST FOR PROPOSALS FOR GRANT APPLICATION AND ADMINISTRATIVE SERVICES (RFP 2019-02-EDA), AND AUTHORIZATION OF THE DISTRICT'S GENERAL MANAGER TO NEGOTIATE THE TERMS AND CONDITIONS OF A CONTRACT WITH SUCH FIRM(S), SUBJECT TO THE REQUIRED SUBSEQUENT APPROVAL OF THE BOARD OF DIRECTORS.

Following a report by the Evaluation Committee previously designated by the Board, Mr. Fuselier made a motion to select the two firms with the highest score and ranking that timely submitted proposals pursuant to the District's Request for Proposals for Grant Application and Administrative Services (RFP 2019-02-EDA), namely Traylor and Associates and Tidal Basin Governmental Consulting, LLC, and to authorize the District's General Manager to negotiate the terms and conditions of a contract with such firm(s), subject to the required subsequent approval of the Board of Directors. Mr. Arrington seconded the motion. Motion carried 4-0.

RECEIPT AND CONSIDERATION OF THE EVALUATION OF THE EVALUATION COMMITTEE PREVIOUSLY DESIGNATED BY THE BOARD, AND SELECTION OF, AND AWARD OF CONTRACT TO A FIRM(S) TO PROVIDE GRANT APPLICATION AND ADMINISTRATIVE SERVICES PURSUANT TO THE DISTRICT'S REQUEST FOR PROPOSALS FOR GRANT APPLICATION AND ADMINISTRATIVE SERVICES (RFP 2019-03-TWDB), AND AUTHORIZATION OF THE DISTRICT'S GENERAL MANAGER TO NEGOTIATE THE TERMS AND CONDITIONS OF A CONTRACT WITH SUCH FIRM(S), SUBJECT TO THE REQUIRED SUBSEQUENT APPROVAL OF THE BOARD OF DIRECTORS.

Following a report by the Evaluation Committee previously designated by the Board, Mr. Fuselier made a motion to select the two firms with the highest score and ranking that timely submitted proposals pursuant to the District's Request for Proposals for Grant Application and Administrative Services (RFP 2019-03-TWDB), namely Traylor and Associates and Tidal Basin Governmental Consulting, LLC, and to authorize the District's General Manager to negotiate the terms and conditions of a contract with such firm(s), subject to the required subsequent approval of the Board of Directors. Mr. Arrington seconded the motion. Motion carried 4-0.

RECEIPT AND CONSIDERATION OF THE EVALUATION OF THE EVALUATION COMMITTEE PREVIOUSLY DESIGNATED BY THE BOARD, AND SELECTION OF THE MOST HIGHLY QUALIFIED PROFESSIONAL ENGINEERING FIRM(S) THAT TIMELY SUBMITTED A RESPONSE TO THE DISTRICT'S REVISED REQUEST FOR QUALIFICATIONS FOR GENERAL PROFESSIONAL ENGINEERING SERVICES (RFQ-2019-01-GEN-ENG), AND AUTHORIZATION OF THE DISTRICT'S GENERAL MANAGER TO ATTEMPT TO NEGOTIATE A CONTRACT WITH SUCH FIRM(S), SUBJECT TO SUBSEQUENT APPROVAL OF THE BOARD OF DIRECTORS, IN ACCORDANCE WITH THE PROCEDURE SET FORTH IN SECTION 2254.004 OF THE TEXAS GOVERNMENT CODE.

Following a report by the Evaluation Committee previously designated by the Board, Mr. Fuselier made a motion to select LJA Engineering, Inc. as the most highly qualified professional engineering firm that timely submitted a response to the District's Revised Request for Qualifications for General Professional Engineering Services (RFQ-2019-01-GEN-ENG), and to authorize the District's General Manager to attempt to negotiate a contract with such firm, subject to subsequent approval of the contract by the Board of Directors, in accordance with the procedure set forth in Section 2254.004 of the Texas Government Code. Mr. Arrington seconded the motion. Motion carried 4-0.

RECEIPT AND CONSIDERATION OF THE EVALUATION OF THE EVALUATION COMMITTEE PREVIOUSLY DESIGNATED BY THE BOARD, AND SELECTION OF THE MOST HIGHLY QUALIFIED PROFESSIONAL ENGINEERING FIRM(S) THAT TIMELY SUBMITTED A RESPONSE TO THE DISTRICT'S REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES (RFQ-2019-02-CDBG-MIT), AND AUTHORIZATION OF THE DISTRICT'S GENERAL MANAGER TO ATTEMPT TO NEGOTIATE A CONTRACT WITH SUCH FIRM(S), SUBJECT TO SUBSEQUENT APPROVAL OF THE BOARD OF DIRECTORS, IN ACCORDANCE WITH THE PROCEDURE SET FORTH IN SECTION 2254.004 OF THE TEXAS GOVERNMENT CODE.

Following a report by the Evaluation Committee previously designated by the Board, Mr. Fuselier made a motion to select LJA Engineering, Inc. as the most highly qualified professional engineering firm that timely submitted a response to the District's Request for Qualifications for Engineering Services (RFQ-2019-02-CDBG-MIT), and to authorize the District's General Manager to attempt to negotiate a contract with such firm, subject to subsequent approval of the contract by the Board of Directors, in accordance with the procedure set forth in Section 2254.004 of the Texas Government Code. Mr. Arrington seconded the motion. Motion carried 4-0.

RECEIPT AND CONSIDERATION OF THE EVALUATION OF THE EVALUATION COMMITTEE PREVIOUSLY DESIGNATED BY THE BOARD, AND SELECTION OF THE MOST HIGHLY QUALIFIED PROFESSIONAL ENGINEERING FIRM(S) THAT TIMELY SUBMITTED A RESPONSE TO THE DISTRICT'S REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES (RFQ-2019-03-EDA), AND AUTHORIZATION OF THE DISTRICT'S GENERAL MANAGER TO ATTEMPT TO NEGOTIATE A CONTRACT WITH SUCH FIRM(S), SUBJECT TO SUBSEQUENT APPROVAL OF THE BOARD OF DIRECTORS, IN ACCORDANCE WITH THE PROCEDURE SET FORTH IN SECTION 2254.004 OF THE TEXAS GOVERNMENT CODE.

Following a report by the Evaluation Committee previously designated by the Board, Mr. Fuselier made a motion to select LJA Engineering, Inc. as the most highly qualified professional engineering firm that timely submitted a response to the District's Request for Qualifications for Engineering Services (RFQ-2019-03-EDA), and to authorize the District's General Manager to attempt to negotiate a contract with such firm, subject to subsequent approval of the contract by the Board of Directors, in accordance with the procedure set forth in Section 2254.004 of the Texas Government Code. Mr. Arrington seconded the motion. Motion carried 4-0.

RECEIPT AND CONSIDERATION OF THE EVALUATION OF THE EVALUATION COMMITTEE PREVIOUSLY DESIGNATED BY THE BOARD, AND SELECTION OF THE MOST HIGHLY QUALIFIED PROFESSIONAL ENGINEERING FIRM(S) THAT TIMELY SUBMITTED A RESPONSE TO THE DISTRICT'S REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES (RFQ-2019-04-TWDB), AND AUTHORIZATION OF THE DISTRICT'S GENERAL MANAGER TO ATTEMPT TO NEGOTIATE A CONTRACT WITH SUCH FIRM(S), SUBJECT TO SUBSEQUENT APPROVAL OF THE BOARD OF DIRECTORS, IN ACCORDANCE WITH THE PROCEDURE SET FORTH IN SECTION 2254.004 OF THE TEXAS GOVERNMENT CODE.

Following a report by the Evaluation Committee previously designated by the Board, Mr. Fuselier made a motion to select LJA Engineering, Inc. as the most highly qualified professional engineering firm that timely submitted a response to the District's Request for Qualifications for Engineering Services (RFQ-2019-04-TWDB), and to authorize the District's General Manager to attempt to negotiate a contract with such firm, subject to subsequent approval of the contract by the Board of Directors, in accordance with the procedure set forth in Section 2254.004 of the Texas Government Code. Mr. Arrington seconded the motion. Motion carried 4-0.

CONSIDER FOR APPROVAL AUTHORIZING THE ORANGE COUNTY DRAINAGE DISTRICT TO ENTER INTO A JOINT ELECTION AGREEMENT SERVICES CONTRACT WITH TINA BARROW, THE ORANGE COUNTY ELECTION ADMINISTRATOR, AND OTHER LOCAL GOVERNMENTAL ENTITIES.

Mr. Covington made a motion to authorize the Orange County Drainage District to enter into a Joint Election Agreement services contract with Tina Barrow, the Orange County Election Administrator, and with other local governmental entities. Mr. Fuselier seconded the motion. Motion carried 4-0.

CONSIDER FOR APPROVAL THE ORDER OF ELECTION FOR THE ORANGE COUNTY DRAINAGE DISTRICT FOR THE PURPOSE OF ELECTING A DIRECTOR OF DRAINAGE DISTRICT PRECINCT 2 AND A DIRECTOR OF DRAINAGE DISTRICT PRECINCT 3, TO BE HELD ON MAY 02, 2020 IN ACCORDANCE WITH CHAPTER 49 OF THE TEXAS WATER CODE, THE TEXAS ELECTION CODE, AND ALL OTHER APPLICABLE LAW.

Mr. Covington made a motion to approve the Order of Election for the Orange County Drainage District for the purpose of electing a Director of Drainage District Precinct 2 and a Director of Drainage District Precinct 3, to be held on May 02, 2020 in accordance with Chapter 49 of the Texas Water Code, the Texas Election Code, and all other applicable law. Mr. Fuselier seconded the motion. Motion carried 4-0.

CONSIDER FOR APPROVAL ORDER DESIGNATING POLLING LOCATIONS, AND APPOINTMENT OF ELECTION JUDGES FOR THE MAY 02, 2020 ELECTION.

Mr. Fuselier made a motion to approve the Order Designating Polling Locations, and Appointment of Election Judges for the May 02, 2020 election. Mr. Covington seconded the motion. Motion carried 4-0.

CONSIDER FOR APPROVAL THE RESOLUTION APPROVING APPOINTMENT OF AGENT BY SECRETARY OF THE BOARD FOR PERFORMANCE OF DUTIES UNDER TEXAS ELECTION CODE APPOINTING CINDY PENT AS AGENT AND TAMMY JOHNSON AS ALTERNATE AGENT.

Mr. Covington made a motion to approve the Resolution Approving Appointment of Agent by the Secretary of the Board for Performance of Duties under the Texas Election Code, appointing Cindy Pent as agent and Tammy Johnson as alternate agent. Mr. Fuselier seconded the motion. Motion carried 4-0.

CONSIDER FOR APPROVAL RESOLUTION SETTING DATE FOR NOTICE OF BALLOT POSITION DRAWING FOR THE MAY 02, 2020 ELECTION TO OCCUR ON WEDNESDAY, FEBRUARY 19, 2020 AT 10:00 A.M. AT THE DISTRICT'S ADMINISTRATION OFFICE.

Mr. Covington made a motion to approve the Resolution Setting Date for Notice of Ballot Position Drawing for the May 02, 2020 election, to occur on Wednesday, February 19, 2020 at 10:00 a.m. at the District's Administration Office. Mr. Fuselier seconded the motion. Motion carried 4-0.

BOARD GOES INTO EXECUTIVE SESSION

Time: 10:43 a.m. Mr. Fuselier made a motion to enter into Executive Session to discuss various personnel matters (as authorized by Texas Government Code Section 551.074). Mr. Covington seconded the motion. Motion carried 4-0.

RECONVENE IN OPEN SESSION

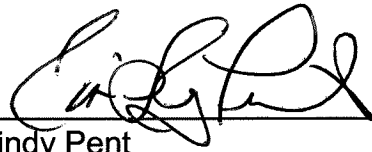
The Board reconvened in open session at 11:13 a.m.

BOARD ADJOURNS

There being no further business to discuss, Mr. Fuselier made a motion to adjourn. Mr. Covington seconded the motion. Motion carried 4-0. The meeting adjourned at 11:13 a.m.



Hal LaPray
Vice-President



Cindy Pent
Recording Secretary