

Notice of Meeting and Agenda
August 19, 2025

Jeff R. Branick, County Judge
Brandon Willis, Commissioner, Precinct One
Cary Erickson, Commissioner, Precinct Two
Michael S. Sinegal, Commissioner, Precinct Three
Everette "Bo" Alfred, Commissioner, Precinct Four



**NOTICE OF MEETING AND AGENDA
OF COMMISSIONERS' COURT
OF JEFFERSON COUNTY, TEXAS
August 19, 2025**

Notice is hereby given that the Commissioners' Court of Jefferson County, Texas, will meet at **10:30 AM**, on the **19th** day of **August 2025** in the Commissioners' Courtroom, 4th Floor, Jefferson County Courthouse, 1149 Pearl Street, Beaumont, Texas.

Said meeting will be a **Special** meeting for the purpose of transacting the routine business of the County. Persons with disabilities requiring auxiliary aids for services who wish to attend this meeting should contact the County Judge's Office to arrange for assistance.

In addition to the routine business of the County, the subject of said meeting will be the following:

Jefferson County has taken steps to minimize the exposure of COVID-19 by implementing the following steps to allow the public to view the Commissioner's Court meeting.

The following options are available:

View live with audio from the County Webpage:
https://co.jefferson.tx.us/comm_crt/commlink.htm

Listen to audio by calling 347-973-4395, conference id 113569383# The court will also have a time for public comments at the beginning of the meeting. If you would like to speak at that time, please be on the phone call. The Court will allow public comments related to items on the agenda that

Notice of Meeting and Agenda
August 19, 2025

day at the beginning of the meeting. Public comments will be limited to 3 minutes per person.

Please be mindful that the audio portion of this meeting will be of better quality from the website.

INVOCATION: Michael S. Sinegal, Commissioner, Precinct Three

PLEDGE OF ALLEGIANCE: Everette "Bo" Alfred, Commissioner, Precinct Four

PURCHASING:

- (a) Consider and approve renewal for (IFB 24-045/CG), Term Contract for Larvicidal Oil for Jefferson County Mosquito Control for a first one (1) year renewal with Clarke Mosquito Control Products, Inc., from September 23, 2025 to September 22, 2026.
- (b) Consider and approve a Professional Services Agreement (PROF 25-043/DC) with Collins Engineers Inc for Engineering Services for Umphrey Park Boat Launch Damage Assessment, Port Arthur, Texas for a lump sum of \$14,094.00 in accordance with discretionary exemption as authorized by Local Government Code 262.024(a)(4) a personal or professional service. Funding available through Capital Projects.
[\[PROF 25-043DC\) Umphrey Boat Launch Damage Assessment.pdf\]](#)
- (c) Consider and approve, execute, receive and file Change Order #1 to Agreement (25-003/MR) Election Security Grant Services for the County Clerk's Office with Steepmeadow Solutions, LLC in the amount of \$13,157.00 for increased Application Development bringing the total amount from \$79,061.00 to \$92,218.00. Funded by the Election Security Grant.
[Change Order 1 \(Agreement 25-003 MR\).pdf](#)
- (d) Consider and approve, execute, receive and file Change Order #1 to Agreement (25-011/MR) County Clerk Microsoft Software with Steepmeadow Solutions, LLC for a decrease of \$14,073.12 for a reduction in the number of Microsoft Software License with Security & Compliance Add-On's decreasing the total amount from \$15,110.00 to \$1,036.88. Funded by the Election Security Grant.
[Change Order 1 \(Agreement 25-011 MR\).pdf](#)
- (e) Consider and approve, execute, receive and file Change Order No. 4 for Contract IFB 23-035/JW Crane Bayou Pump Station Generators and Building – Community Development Block Grant-Disaster Recovery (CDBG-DR) Program Project for Jefferson County to BDS Constructors, LLC. d/b/a MK Constructors for an additional twenty-two (22) contract days bringing the total from 643 to 665 calendar days due to a delay in receiving generator parts; pursuant to Chapter 262, Texas Local Government Code, the County Purchasing Act and 2 CFR Sections 200.318 – 326. This project was awarded on Tuesday, August 15, 2023. Funding for this project provided by Texas General Land Office (GLO Contract No. 20-065-121-C408); and with any additional cost over the budgeted GLO grant funds for this project to be funded by Jefferson County Drainage District No. 7, per Interlocal Agreement.
[\[IFB23-035\]Change Order 4 BDS Constructors,LLC.pdf](#)

Notice of Meeting and Agenda
August 19, 2025

- (f) Consider and approve, execute, receive and file an auction of surplus property as authorized by Local Government Code §263.152(a)(1) by Horn's Auction, Inc. The auction is scheduled for Saturday, September 6, 2025 at 9:00 am.

[Surplus Property Auction.pdf](#)

- (g) Consider and approve, execute, receive and file disposition of salvage property as authorized by Local Government Code §263.152(a)(3) for broken or obsolete items.

[Disposal of Salvage Property.pdf](#)

COUNTY AUDITOR:

- (a) Consider and approve budget transfer– R&B Pct. 3 – additional cost to repair road machinery.

113-0305-431-4018	ROAD MACHINERY	\$20,000.00	
113-0305-431-3037	GASOLINE		\$20,000.00

[ccR&B Pct 3 - 081925.pdf](#)

- (b) Consider and approve budget transfer – R&B Pct. 1 – additional cost to repair road machinery.

111-0105-431-4018	ROAD MACHINERY	\$4,400.00	
111-0102-431-3099	MISCELLANEOUS SUPPLIES		\$4,400.00

[ccR&B Pct 1 - 081925.pdf](#)

- (c) Regular County Bills – check #530950 through check #531165.

[0530950_0531165.pdf](#)

COUNTY CLERK:

- (a) Consider, possibly approve, and authorize the County Judge to execute Joint Election Services Contract between Jefferson County and the CITY OF BEAUMONT, CITY OF BEVIL OAKS, CITY OF GROVES, CITY OF PORT ARTHUR, CITY OF PORT NECHES, JEFFERSON COUNTY DRAINAGE DISTRICT NO. 7, JEFFERSON COUNTY EMERGENCY SERVICES DISTRICT NO. 1, JEFFERSON COUNTY EMERGENCY SERVICES DISTRICT NO. 5, JEFFERSON COUNTY WATER CONTROL IMPROVEMENT DISTRICT NO. 10, PORT NECHES-GROVES ISD, PORT OF PORT ARTHUR NAVIGATION DISTRICT OF JEFFERSON COUNTY, TEXAS for the November 4, 2025, General Election.

[11.4.25POLSUBDIVISIONCONTRACT.pdf](#)

Notice of Meeting and Agenda
August 19, 2025

- (b) Consider and possibly approve, execute, receive and file Order Calling for a Constitutional Amendment, Special, and Joint Election to be held on November 4, 2025, the Order includes the adoption of countywide vote centers for this election. The locations and times of Early Voting and Election Day voting are also attached.

[OrderofSpecialElection.pdf](#)

- (c) Consider and possibly approve, execute, receive and file Notice calling for a Constitutional Amendment, Special, and Joint Election for November 4, 2025.

[NoticeofSpecialElectionCounty.pdf](#)

- (d) Conduct Public hearing on the County Clerk's Records Archive Plan for fiscal year 2025-2026.

- (e) Consider and possibly approve, receive and file, the County Clerk's Records Archive Plan for fiscal year 2025-2026.

[Records Archive Plan - 2025-2026.pdf](#)

COUNTY TREASURER:

- (a) Receive and File Investment Schedule for July, 2025, including the year to date earnings on County funds.

[Scan_0725 Investment Report.pdf](#)

DISTRICT CLERK:

- (a) Conduct a public hearing on the District Clerk's Records Archive Plan for fiscal year 2025 – 2026.

- (b) Consider and possibly approve, receive and file, the District Clerk's Records Archive Plan for fiscal year 2025 - 2026.

[2026 Archive Budget - final amended.pdf](#)

- (c) Consider and possibly approve a Resolution for Cheryl Rivers.

[Cheryl Rivers Resolution.pdf](#)

CRIME LAB:

- (a) Consider and possibly approve out of state travel for Courtney Rivers of the Crime Lab to attend the Intoxilyzer User's Group Conference in Newport, Rhode Island, August 17 - 21, 2025. Funds were set aside in the Crime Lab Budget for "Out of State" Travel for the User's Group Conference but the exact location of the conference had not been determined when the budget was approved.

[Out of State Travel form - Crime Lab August 19.pdf](#)

ENVIRONMENTAL CONTROL:

- (a) Consider and possibly approve a new retail food establishment permit and fee schedule to comply with Senate Bill No. 541.

[Jefferson County Retail Food Establishment Fees.pdf](#)

ENGINEERING DEPARTMENT:

- (a) Consider and possibly approve a Replat of Part of Lot 2, Block 3 Lovell Farms Subdivision, Volume 3, Page 124, Map Records Jefferson County Texas into Lots 2A, 2B & 2C, Part of the Wm. Smith League, Abstract No. 49, Jefferson County, Texas. This replat is located on F.M. Highway 365 in Precinct #2. This replat is located in the City of Beaumont's ETJ and has met all of City of Beaumont and Jefferson County platting requirements

[City of Beaumont_Replat of Pt of Lot 2 Blk 3 Lovell Farms Subd.pdf](#)
[Replat of Pt of Lot 2 Blk 3 Lovell Farms Subd_Comm Court.pdf](#)

OTHER BUSINESS:

*****DISCUSSION ON ANY OTHER ITEM NOT ON AGENDA
WITHOUT TAKING ACTION.**

Receive reports from Elected Officials and staff on matters of community interest without taking action.

Jeff R. Branick
County Judge