

PROJECT: Sabine Regional Flood Planning Group (RFPG)
NAME OF MEETING: Region 4 Sabine RFPG Meeting
RECORDED BY: Mat Leclair, PE, CFM
DATE: August 21, 2023; 2:00pm
LOCATION: Virtual and In-Person (SRA Office – Orange, TX)

The following reflects our understanding of the items discussed during the subject meeting. If you do not notify us within five working days, we will assume that you are in agreement with our understanding.

Voting Member	Interest Category	Present (x) / Absent () / Alternate Present (*)
James (Bill) Bruce	Agriculture Interests	X
Johnny Trahan	Counties	
Francis X. Shannon	Electric Generating Utilities	
Clyde V. McKee III	Environmental Interests	
Doug Manning	Flood Districts	X
Nikki Davis	Industries	X
Alton Bradley	Municipalities	X
Michelle Falgout	Public	X
Travis Williams	River Authorities	X
Jeff Rogers	Small Business	X
Roman D. Griffin	Water Districts	X
Ross Gordon	Water Utilities	

Voting Members: 12

Voting Members Present: 8

Quorum: **Yes**

Non-Voting Member	Interest Category	Present (x) / Absent () / Alternate Present (*)
vacant	General Land Office	
Kathy Saucedo	Texas Commission on Environmental Quality	
Manuel Martinez	Texas Department of Agriculture	X
Andrea Sanders	Texas Division of Emergency Management	
Robert (Bob) Baker	Texas Parks and Wildlife	
Trey Watson	Texas State Soil and Water Conservation Board	
Katie Koslan	Texas Water Development Board	X

Other Meeting Attendees:

- Mat Leclair (FNI)
- Allison Hand (FNI)
- Mark Howard (SRA)
- Anita Machiavello (TWDB)
- Ian Blair (TWDB)

Agenda Item 1: Call to Order

- Travis Williams called the meeting to order at 2:02 pm.

Agenda Item 2: Roll Call

- Jeff Rogers confirmed quorum with 8 out of 12 voting members.

Agenda Item 3: Receive public comments (public comments limited to 3 minutes per speaker)

- No comments were presented.

Agenda Item 4: Discussion and Approval of minutes from the previous Region 4 Sabine RFPG meeting on June 26th, 2023.

- **James (Bill) Bruce motions to adopt the minutes as presented and Doug Manning seconds the motion. Motion passes.**

Agenda Item 5: Updates from Chair

- Travis acknowledges the new planning member from TWDB, Katie Koslan
- Amended RFP was submitted to TWDB in July and notes the group will be selecting the sponsor for round 2.
- Technical consultants will be selected in early 2024

Agenda Item 6: Updates from Texas Water Development Board

- Katie Koslan mentions that TWDB approved the final plans and TWDB is anticipating having the amended plans approved around December.

Agenda Item 7: Updates from Region 5, Neches RFPG Report.

- Doug Manning does not have an update on the Neches region at this time as their next meeting is in September.

Agenda Item 8: Update from Technical Consultant, Freese and Nichols

- Mat Leclair noted that FNI submitted the Amended Plan both digitally and the hard copy to TWDB on Jul 14th.

Agenda Item 9: Discussion and potential action on selecting local sponsor for Region 4, Sabine.

- Travis Williams noted that in each cycle the group gets to select a sponsor. Evaluated other regions to see the sponsors for different groups.
- Consideration for OCDD to be the sponsor for Cycle 2.
 - o Roman Griffin asks if SRA would not want to be the sponsor.
 - Travis Williams notes that OCDD is more suited for drainage aspects. If OCDD is not able to, SRA would be able to do it.

- Roman Griffin asks if the OCDD is set up to support or be ready and asks if there are any advantages or disadvantages of changing sponsors.
 - Travis Williams noted that is more administrative tasks
- James (Bill) Bruce asks what are some of the other regions doing for sponsors?
- Roman Griffin mentions that his understanding was that the objective of the meeting was to choose the sponsor. If the group chooses the sponsor to be OCDD, are they ready to accept the responsibility?
 - Doug Manning notes that OCDD wouldn't be able to today, the next board meeting is in September.
 - Roman Griffin recommends SRA to be the next sponsor.
- Katie Koslan mentions there needs to be a sponsor to do the RFA (request for financial assistance) which is usually between October and December.
- Question asked to TWDB: Are there any regions where a sponsoring entity does not have a person that serves on a RFPG voting members? It was mentioned that Region 9's sponsor, the City of San Angelo, does not have any voting members in the RFPG group.
- Roman Griffin voices concerns about entities having ability and capacity to handle everything related to being the sponsor of the flood plan.
- Doug Manning mentions that they could agree to take it to the OCDD board.
- **Jeff Rogers nominates the OCDD to offer them to be the sponsor of the Sabine Regional Flood Planning Group, pending approval of the OCDD Board. James (Bill) Bruce seconds the motion. Motion passes.**
- Michelle Falgout asks if there is a possibility to divvy out effort to other people to lighten the load.
 - Travis Williams mentions that some things can, but other things like accounting cannot be and need to stay with the sponsor.

Agenda Item 10: Discussion and potential action to authorize the Sabine RFPG sponsor to apply for grant funds and enter contract with the TWDB on behalf of the Sabine RFPG for Cycle 2 Regional Flood Planning.

- **Motion by Doug Manning to table this discussion item until the next meeting. Motion seconded by James (Bill) Bruce.**

Agenda Item 11: Consideration of any additional, region specific, public notice requirements for the Sabine Region.

- Travis Williams notes there is no formal or recommended action on this at this time.
- Currently SRA sends the public notices on the Secretary of State (SOS) website and the RFPG website.
- Doug Manning notes that written press releases could be done for KOGT to add to the website and county record.

Agenda Item 12: Consider date and agenda items for next meeting.

- Travis Williams proposes the next meeting to be held on Monday, September 25th at 2:00pm.

Agenda Item 13: Adjourn

- **Michelle Falgout motions to adjourn the meeting and Nikki Davis seconds the motion. Travis Williams ended the meeting at 2:53 pm.**