

**PROJECT:** Sabine Regional Flood Planning Group (RFPG)  
**NAME OF MEETING:** Region 4 Sabine RFPG Meeting  
**RECORDED BY:** Mat Leclair, PE, CFM, CPESC  
**DATE:** January 17, 2023; 9:00am  
**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	X
Francis X. Shannon	Electric Generating Utilities	
Clyde V. McKee III	Environmental Interests	X
Don Carona	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	X

Voting Members: 11

Voting Members Present: 12

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	X
Trey Watson	Texas State Soil and Water Conservation Board	
Ryke Moore	Texas Water Development Board	X

Other Meeting Attendees:

Mat Leclair (FNI)

Cory Stull (FNI)

Mark Howard (SRA)

Doug Manning (OCDD)

Marvin Benoit (City of Orange)

Lisa McCracken (USACE)

James Bronikowski (TWDB)

**Agenda Item 1: Call to Order**

- Travis Williams called the meeting called to order at 9:00 am.

**Agenda Item 2: Roll Call**

- Jeff Rogers confirmed quorum with 10 out of 12 voting members.
  - o Nikki Davis joined the meeting after roll was called bringing the total number of voting members to 11.

**Agenda Item 3: Welcome, Meeting Facilitation Information, and Instructions**

**Agenda Item 4: Receive general public comments (public comments limited to 3 minutes per speaker).**

- No comments from the public.

**Agenda Item 5: Discussion and Approval of minutes from the previous Region 4 Sabine RFPG meeting on December 14, 2022.**

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

**Agenda Item 6: Updates from Chair**

- Travis Williams provided a summary of financials to date and noted that everything was paid with 1 outstanding invoice from FNI. Waiting on reimbursement from 2 invoices.
- Travis Williams noted that FNI did submit the Final Plan to TWDB and TWDB provided a receipt as well.

**Agenda Item 7: Election of Officers**

- Election of Officers:
  - o Nominations for Chair by voting members
    - Johnny Trahan nominated Travis Williams for chair.
    - Discussion and potential action to elect Chair
      - **Johnny Trahan motions for Travis Williams to be the chair of the Sabine RFPG which was seconded by Don Carona. Motion passes unanimously for Travis Williams as the Chair of the Sabine RFPG.**
  - o Nominations for Vice Chair by voting members
    - Don Carona nominated Commissioner Johnny Trahan for vice chair.
    - Discussion and potential action to elect Vice Chair
      - **Don Carona motions for Commissioner Johnny Trahan to be the vice chair of the Sabine RFPG which was seconded by Michelle Falgout. Motion passes unanimously for Johnny Trahan as the Vice Chair of the Sabine RFPG.**

- Nominations for Secretary by voting members
  - Don Carona nominated Jeff Rogers for secretary.
  - Discussion and potential action to elect Secretary
    - **Johnny Trahan motions for Jeff Rogers to be the secretary of the Sabine RFPG which was seconded by Clyde (Tad) McKee. Motion passes unanimously for Jeff Rogers as the Secretary of the Sabine RFPG.**

**Agenda Item 8: Election of Executive Committee members-at-large:**

- Committee consists of 5 members. Chair, Vice Chair, Secretary, and 2 others.
- **Johnny Trahan motions for Don Carona and James (Bill) Bruce to continue being the 2 members-at-large which was seconded by Jeff Rogers. Motion passes unanimously.**

**Agenda Item 9: Updates from Texas Water Development Board**

- Ryke Moore notes the following:
  - TWDB did receive the plan submission and TWDB will be reviewing the plans and details. Expect to receive some emails in the coming weeks and months.
  - Submit budget memos for review.
  - TWDB is asking regions to provide absentees from non-voting members so TWDB can reach out to those organizations.
  - Ryke did approve second to last reimbursement request. Ryke will be reviewing the latest invoice this week.

**Agenda Item 10: Updates from Region 5, Neches RFPG Report.**

- Doug Manning notes they did not have a January meeting. Feb. 23<sup>rd</sup> is the next scheduled meeting.

**Agenda Item 11: Update from Technical Consultant, Freese and Nichols**

- Mat Leclair provided an update on the following items:
  - Final RFP Submittal delivered to TWDB in Austin on Tuesday, January 10<sup>th</sup> as well as delivered online through OneDrive to TWDB
  - FNI presented an update on the Sabine and Neches RFP to the Gulf Coast Protection District (GCPD) last week on Wednesday, January 11<sup>th</sup>
  - Continuing work on Task 12 model
    - Anticipating existing conditions to be complete by end of January
    - Anticipating OCDD ponds to be modeled/evaluated in February.
  - Reminder: Any new items to be added to the Sabine Amended Plan need to be at FNI by Friday, March 31<sup>st</sup>.
  - Timeline
    - January
      - Quick updates on Submittal status
    - February
      - Update on Orange County Task 12 Model
        - Existing Conditions
        - Proposed Detention Pond Grading
    - March
      - Update on Orange County Task 12 Model
        - Proposed Detention Analysis
      - Parker Creek Evaluation

- April
    - Proposing new FMXs to RFPG Members
  - May
    - RFPG Votes to approve new FMXs
    - Outlining Changes to RFP for Amended Plan
  - June
    - RFPG Vote on Adoption/Approval
- Don Carona noted the presentation Mat Leclair gave to GCPD in early January was very well received.

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

- Travis Williams proposes the next meeting to be held on **Monday, March 20<sup>th</sup> at 9:00 am.**

**Agenda Item 13: Adjourn**

- **Johnny Trahan motions to adjourn the meeting and Michelle Falgout seconds the motion. Travis Williams ended the meeting at 9:29 am.**