

Sabine Regional Flood Planning Group Meeting
Sabine River Authority Main Office, Orange TX
August 21, 2023
2:00 PM

NOTE: This meeting will be conducted in person and via Zoom

<https://zoom.us/j/6418597377?pwd=a2svTVhpbzJML1h3M3Y3SXVHaWV5QT09>

Location: Meeting will be held at the Sabine River Authority of Texas, Main Office, Hwy 87 N, Orange, TX 77632.

If you wish to provide written comments prior to or after the meeting, please email your comments to comments@sabine-rfpg.org and include "Region 4. Sabine River Flood Planning Group Meeting" in the subject line of the email.

This meeting is a public meeting under Chapter 551 of the Texas Government Code.

If you choose to participate in the meeting using the conference call number below, please be prepared to identify yourself. So, we can record your attendance. Telephone conference call phone number:

Phone Number:	+1 346 248 7799
Meeting Number:	641 859 7377
Access Code:	857302.

Additional information may be obtained from:

Mark Howard
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Orange, Texas 77632
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Sabine RFPG meeting

Sabine River Authority, Orange, TX

August 21, 2023 – 2:00 PM

AGENDA

1. Call to Order.

Presenter: Travis Williams, Chair

2. Roll Call.

Presenter: Jeff Rogers, Secretary

3. Receive public comments (public comments limited to 3 minutes per speaker).

Presenter: Travis Williams, Chair

4. Discussion and Approval of minutes from the previous Region 4 Sabine RFPG meeting held on June 26, 2023.

Presenter: Travis Williams, Chair

5. Update from Chair.

Presenter: Travis Williams, Chair

6. Update from the Texas Water Development Board

Presenter: Katie Pietsch Koslan

7. Region 5. Neches RFPG Report.

Presenter: Doug Manning

8. Update from Technical Consultant, Freese and Nichols.

Presenter: Mat Leclair



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

Presenter: Travis Williams, Chair

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

Presenter: Travis Williams, Chair

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

Presenter: Travis Williams, Chair

12. Consider date and agenda items for the next meeting.

Presenter: Travis Williams Chair

13. Adjourn.

Presenter: Travis Williams, Chair

AGENDA ITEM 1: CALL TO ORDER

PRESENTED BY: TRAVIS WILLIAMS, CHAIR

Chair Travis Williams will call the meeting to order.

Time: _____

RECOMMENDED ACTION

No action required.

AGENDA ITEM 2: ROLL CALL**PRESENTED BY: JEFF ROGERS, SECRETARY****SUPPORTING INFORMATION**

<u>Voting Member</u>	<u>Interest Category</u>	<u>Present (V-Virtual, P-Physical)/ Absent () / Alternate Present (*)</u>
James (Bill) Bruce	<i>Agricultural interests</i>	
Johnny Trahan	<i>Counties</i>	
Francis X. Shannon	<i>Electric generating utilities</i>	
Clyde V. "Tad" McKee III	<i>Environmental interests</i>	
Doug Manning	<i>Flood districts</i>	
Nikki Davis	<i>Industries</i>	
Alton Bradley	<i>Municipalities</i>	
Michelle Falgout	<i>Public</i>	
Travis Williams	<i>River authorities</i>	
Jeff Rogers	<i>Small business</i>	
Roman D. Griffin	<i>Water districts</i>	
Ross Gordon	<i>Water utilities</i>	

<u>Non-voting Member</u>	<u>Agency</u>	<u>Present (V-Virtual, P-Physical)/ Absent () / Alternate Present (*)</u>
Vacant	General Land Office (GLO)	
Kathy Saucedo	Texas Commission on Environmental Quality (TCEQ)	
Manuel Martinez Alt. Kristin Lambrecht	Texas Department of Agriculture (TDA)	
Andrea Sanders	Texas Division of Emergency Management (TDEM)	
Robert (Bob) Baker	Texas Parks and Wildlife Department (TPWD)	
Trey Watson	Texas State Soil and Water Conservation Board (TSSWCB)	
Ryke Moore	Texas Water Development Board (TWDB)	

RECOMMENDED ACTION

Number of voting members or alternates present. _____

Seven voting members are required for a quorum.

Quorum is present, Yes, or No?

AGENDA ITEM 3: PUBLIC COMMENTS

PRESENTED BY: TRAVIS WILLIAMS, CHAIR

SUPPORTING INFORMATION

Receive public comments (public comments limited to 3 minutes per speaker)

RECOMMENDED ACTION

No action required.

AGENDA ITEM 4: DISCUSSION AND APPROVAL OF MINUTES

PRESENTED BY: TRAVIS WILLIAMS, CHAIR

SUPPORTING INFORMATION

Discussion and approval of minutes from the June 26, 2023, Region 4, Sabine RFPG meeting.

RECOMMENDED ACTION

Discuss and approve minutes from June 26, 2023.

MOTION: _____ SECOND: _____ APPROVED: _____

PROJECT: Sabine Regional Flood Planning Group (RFPG)
NAME OF MEETING: Region 4 Sabine RFPG Meeting
RECORDED BY: Mat Leclair, PE, CFM
DATE: June 26, 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	
Johnny Trahan	Counties	X
Francis X. Shannon	Electric Generating Utilities	
Clyde V. McKee III	Environmental Interests	X
Doug Manning	Flood Districts	X
Nikki Davis	Industries	
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: 12

Voting Members Present: 9

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	X
Ryke Moore	Texas Water Development Board	X

Other Meeting Attendees:

- Mat Leclair (FNI)
- Allison Hand (FNI)
- Mark Howard (SRA)

Agenda Item 1: Call to Order

- Travis Williams called the meeting to order at 2:01 pm.

Agenda Item 2: Roll Call

- Travis Williams confirmed quorum with 9 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 May 25th, 2023.

- **Doug Manning motions to adopt the minutes as presented and Roman Griffin seconds the motion. Motion passes.**

Agenda Item 5: Updates from Chair

- Travis Williams noted June 7th was a sponsor call with TWDB regarding completing first cycle and moving into second cycle.
- Travis notes the second cycle. August 2023 – sponsor needs to be designated for second cycle. Grant applications need to be submitted by December 2023 and selecting technical consultant in early 2024.

Agenda Item 6: Updates from Texas Water Development Board

- Ryke Moore notes the cycle transition timeline on the TWDB website.
- TWDB sent out emails recently on Amendment Plan submittal.

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

- Doug Manning notes the Neches plan adopted their plan last week.

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

- Mat Leclair provided an update on the following items:
 - o Amended RFP
 - Maps are currently being transitioned over to ArcPro to help with accessibility checks and make them more seamless. Content of the maps are not changing at all, so there is no change from their current state.
 - o Presentation of the Story Map for the Sabine Region.

Agenda Item 9: Discussion and potential action, adopt and submit to the TWDB, Amended Sabine Regional Flood Plan.

- **Clyde (Tad) McKee motions to adopt the Amended Sabine RFP and for Freese and Nichols to submit the amended plan to TWDB. Michelle Falgout seconds the motion. Motion passes.**

Agenda Item 10: Voting members draw lots for additional terms of 2 or 5 years.

- July 10th, 2025 = 2-yr term
- July 10th, 2028 = 5-yr term

Voting Member	Interest Category	Term Length
James (Bill) Bruce	Agriculture Interests	5-yr
Johnny Trahan	Counties	2-yr
Francis X. Shannon	Electric Generating Utilities	2-yr
Clyde V. McKee III	Environmental Interests	2-yr
Doug Manning	Flood Districts	2-yr
Nikki Davis	Industries	5-yr
Alton Bradley	Municipalities	5-yr
Michelle Falgout	Public	2-yr
Travis Williams	River Authorities	2-yr
Jeff Rogers	Small Business	5-yr
Roman D. Griffin	Water Districts	5-yr
Ross Gordon	Water Utilities	5-yr

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

- Travis Williams proposes the next meeting to be held on **Monday, August 21st at 2:00pm.**

Agenda Item 13: Adjourn

- **Johnny Trahan motions to adjourn the meeting and James (Bill) Bruce seconds the motion. Travis Williams ended the meeting at 2:38 pm.**

AGENDA ITEM 5: UPDATE FROM CHAIR.

PRESENTED BY: TRAVIS WILLIAMS, CHAIR

SUPPORTING INFORMATION

- Finishing up with the first cycle of the Flood Planning Process:
 - The Amended Sabine Regional Flood Plan was turned in to TWDB in July,
 - The Group will NEED TO designate a sponsor, on today’s agenda,
 - Final reimbursable expense date is December 29, 2023,
 - Sponsor submits RFP grant application by December,
 - Payment request budget memorandum deadline is February 29, 2024.,
 - Technical Consultant must be selected early 2024 for 2nd round or RFP.

Accounting:

Invoice Date	Description	Amount	Balance
4/13/2021	Initial Grant Balance		\$ 947,600.00
9/21/2021	Meeting Room Rental Center Tx	\$ (325.00)	\$ 947,275.00
12/2/2021	FNI Invoice #1 (May 2021-Oct 2021)	\$ (189,476.02)	\$ 757,798.98
2/17/2021	FNI Invoice #2 (Sep 2021-Dec 2021)	\$ (168,886.58)	\$ 588,912.40
2/27/2022	Contract Amendment	\$ 569,600.00	\$ 1,158,512.40
3/28/2022	FNI Invoice #3 (Jan 2022-Feb 2022)	\$ (89,830.95)	\$ 1,068,681.45
9/9/2021	FNI Invoice #4 (Mar 2022-Apl 2022)	\$ (94,528.50)	\$ 974,152.95
10/17/2022	FNI Invoice #5 (May 2022-Jun 2022)	\$ (92,202.20)	\$ 881,950.75
10/17/2022	FNI Invoice #6 (Jul 2022-Aug 2022)	\$ (117,152.46)	\$ 764,798.29
1/3/2023	FNI Invoice #8 (Sep 2022-Nov 2022) *	\$ (159,587.91)	\$ 605,210.38
6/21/2023	FNI Invoice #8 (Dec 2022-Feb 2023) *	\$ (182,766.87)	
	Balance		\$ 422,443.51

* Invoice #8 was paid and submitted to TWDB for reimbursement.

RECOMMENDED ACTION

No action required.

AGENDA ITEM 6: UPDATE FROM THE TEXAS WATER DEVELOPMENT BOARD.

PRESENTED BY: KATIE KOSLAN, TWDB

SUPPORTING INFORMATION

RECOMMENDED ACTION

AGENDA ITEM 7: REGION 5. NECHES RFPG REPORT.

PRESENTED BY: DOUG MANNING

SUPPORTING INFORMATION

RECOMMENDED ACTION

No action required.

**AGENDA ITEM 8: UPDATE FROM TECHNICAL
CONSULTANT, FREESE AND NICHOLS.**

PRESENTED BY: MAT LECLAIR

SUPPORTING INFORMATION

RECOMMENDED ACTION

No action required.

**AGENDA ITEM 9: DISCUSSION AND POTENTIAL ACTION
ON SELECTING LOCAL SPONSOR FOR REGION 4, SABINE.
PRESENTED BY: TRAVIS WILLIAMS**

SUPPORTING INFORMATION

Each regional flood planning cycle, Texas Administrative Code 361.12(a)(1) requires the RFPG to designate a political subdivision as their planning group sponsor. As the second round of Flood Planning is beginning the Sabine RFPG needs to select a sponsor for this second round.

RECOMMENDED ACTION

Select _____ as Sponsor of the Region 4, Sabine for the Second round of the Regional Flood Planning Process.

MOTION:_____ SECOND:_____ APPROVED: _____

AGENDA ITEM 10: DISCUSSION AND POTENTIAL ACTION TO AUTHORIZE THE SABINE RFPG SPONSOR TO APPLY FOR GRANT FUNDS AND ENTER INTO CONTRACT WITH THE TWDB ON BEHALF OF THE SABINE RFPG FOR CYCLE 2 REGIONAL FLOOD PLANNING.

PRESENTED BY: TRAVIS WILLIAMS

SUPPORTING INFORMATION

Each regional flood planning cycle, Texas Administrative Code 361.12(a)(1) requires the RFPG to authorize their planning group sponsor to apply for grant funding and to enter into contract with the TWDB.

RECOMMENDED ACTION

Authorize _____ to apply for grant funding and to enter into contract with the TWDB.

MOTION:_____ SECOND:_____APPROVED: _____

**AGENDA ITEM 11: CONSIDERATION OF ANY
ADDITIONAL, REGION SPECIFIC, PUBLIC NOTICE
REQUIREMENTS FOR THE SABINE REGION.
PRESENTED BY: TRAVIS WILLIAMS**

SUPPORTING INFORMATION

Texas administrative code §361.12(a)(3) requires that every planning cycle, a public meeting be held to determine what, if any, additional public notice the RPFG determines is necessary to ensure adequate public notice in its own unique region.

RECOMMENDED ACTION

Discussion of additional public notices necessary for Region 4, Sabine.

AGENDA ITEM 12: CONSIDER DATE AND AGENDA ITEMS FOR NEXT MEETING.

PRESENTED BY: TRAVIS WILLIAMS, CHAIR

RECOMMENDED ACTION

No action required.

AGENDA ITEM 13: ADJOURNMENT

PRESENTED BY: TRAVIS WILLIAMS, CHAIR

SUPPORTING INFORMATION

There being no other business, Chair Williams will entertain a motion to adjourn the meeting.

TIME: _____

RECOMMENDED ACTION

MOTION: _____ SECOND: _____ APPROVED: _____