

PROJECT: Sabine Regional Flood Planning Group (RFPG)
NAME OF MEETING: Region 4 Sabine RFPG Meeting – November 2021
RECORDED BY: Mat Leclair, PE, CFM, CPESC
DATE: December 1, 2021; 10:00am
LOCATION: Virtual and In-Person (SRA Office – Orange, TX)
DATE SENT FOR APPROVAL: December 7, 2021
DATE FINALIZED:

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	x
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: 12

Voting Members Present: 12

Quorum: **Yes**

Non-Voting Member	Interest Category	Present (x) / Absent () / Alternate Present (*)
Colleen Jones	General Land Office	
Kathy Saucedo	Texas Commission on Environmental Quality	x
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)

Allison Hand (FNI)

Mark Howard (SRA)

Jennifer Harris (GLO)

Douglas Manning (OCDD)

Mike Reedy (FNI)

Susana Cabrera (FNI)

Lisa Mairs (USACE)

Sonia Martinez

David Brown

Agenda Item 1: Call to Order

- Johnny Trahan called the meeting called to order at 10:00 am.

Agenda Item 2: Roll Call

- Mark Howard confirmed quorum with 12 out of 12 voting members.

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

- Johnny Trahan welcomes everyone to the meeting.

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

- No members of the public online.
- No comments from the public.

Agenda Item 5: Discussion and Approval of minutes from the previous Region 4 Sabine RFPG meeting held October 21, 2021.

- **James (Bill) Bruce motions to approve as presented. Travis Williams seconds. Motion passes**

Agenda Item 6: Updates from Chairman

- Johnny Trahan mentions a few conversations with FNI about some items added to the technical memo with additional projects.
- Johnny Trahan mentioned the public meeting held in Orange County had around 21 to 22 participants at the public meeting.
- Mark Howard notes that a single member came to the Longview public meeting.

Agenda Item 7: Update from the Texas Water Development Board

- Ryke Moore reminded the group of the following items:
 - o RFPG needs to approve the tech memo ahead of the January deliverable date.
 - o Conference call for the chairs and another one for technical consultants is coming soon.
 - o Another general reminder about open meetings act requirements for people to be on camera during voting times.

Agenda Item 8: Discussion and potential action to authorize the Planning Group Sponsor, SRA, to negotiate and execute an amendment to the Regional Flood Planning Grant contract with the TWDB.

- Travis Williams received the amendment and notes the main purpose is to address the additional funding of about \$569,000 up to 1,517,000 with the 3 new task authorizations.
 - o **Travis Williams feels the breakdown is appropriate and motions to negotiate with TWDB. Clyde (Tad) McKee seconds the motion. Motion passes.**

Agenda Item 9: Discussion and potential action to authorize the Planning Group Sponsor, SRA, to negotiate an amendment to the Regional Flood Planning Grant subcontract with the technical consultant, FNI, to incorporate additional funding for the first cycle of regional flood planning, including necessary revisions to the contract scope of work and budget.

- **James (Bill) Bruce motions to approve and Don Carona seconds. Motion passes.**

Agenda Item 10: Region 5. Neches RFPG Report.

- Don Carona notes that the Neches is exactly where we are at right now and that their next meeting is scheduled for December 9th
- Don Carona notes that he will be providing notes on the tech memo by Friday.

Agenda Item 11: Update from Freese and Nichols

- Mat Leclair gave an update to the RFPG regarding progress since the October meeting
- The TWDB has given the groups 3 additional tasks for the Regional Flood Plans, noted as Task 11, 12, and 13.
 - o Task 11 is for additional outreach and data collection.
 - o Task 12 is for performing additional flood management evaluations (FMEs) and recommending additional Flood Mitigation Projects (FMPs).
 - o Task 13 is for preparation and adoption of the amended Regional Flood Plan.
- Mat Leclair noted the upcoming schedule and emphasized the January 7th deliverable deadline for the Task 4C Technical Memorandum.
- Mat Leclair noted 2 potential changes to the goals which were discussed and approved at the October meeting.
 - o The goal "Install warning signage at 100% of identified low water crossings in the floodplain" was discussed but the discussion turned to the second and third goals on the slide without being approved.
 - **Tad (Clyde) McKee motions to approve and Travis Williams seconds the motion.**
 - o The approved goal which was read right before voting was stated as "Increase funding to communities to establish or improve documented, operational stormwater asset management and maintenance operations to 50%." However, the discussion right before the goal being read aloud was to "increase the number of communities" instead of "increasing funding". The revised goal was read aloud as "Increase the number of communities with documented, operational, and funded stormwater asset management plan and maintenance operations to 50%."
 - **Don Carona motions to approve the revised goal. Michelle Falgout seconds the motion.**
- Mat Leclair mentions Ross Gordon's request at the end of the October meeting for FNI to evaluate the Sabine basin's goals compared to other Regional Flood Planning efforts. Mat Leclair notes that the Sabine has a lot of similar goals to other regions with the exception of 3 areas.
 - o Improving data by apply the latest rainfall data
 - A proposed goal was read as "Increase the number of communities that utilize the latest and most appropriate precipitation data as a basis for design criteria."
 - Don Carona noted that Orange County is already utilizing Atlas 14
 - **Clyde (Tad) McKee motions to approve the goal and Roman Griffin seconds the motion. Motion passes.**
 - o Policy and Regulation

- A proposed goal was read as “Increase the number of communities with a comprehensive drainage policy and criteria manuals to reduce flood hazard through encouragement.”
- **Clyde (Tad) McKee motions to approve the goal and Travis Williams seconds the motion. Motion passes.**
- Nature-based practices
 - After discussion the group decided that it was not as interested in nature-based practices and that environmental items were already done on these projects and studies.
 - No additional goal was adopted in this area.
- Mat Leclair briefly discussed the FME/FMS/FMP process which was tentatively approved at the October RFPG meeting. There was no further discussion on the process; thus, FNI will continue to use this process for categorizing projects for the Sabine Regional Flood Plan.
- Mat Leclair then discussed the technical memorandum and requested that all comments be provided by Friday, December 3rd so that FNI could incorporate the comments and provide a final copy to the RFPG members ahead of the voting and approval of the memo during the next meeting.

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

- Johnny Trahan proposed the next meeting for the Sabine RFPG to be held on Thursday, December 16th and after discussion the time was set to 9:00am.

Agenda Item 11: Adjourn

- Johnny Trahan ended the meeting after setting the next meeting date.