

Sabine Regional Flood Planning Group Meeting
Sabine River Authority Main Office, Orange TX
January 17, 2022
9:00 AM

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
RMPD Division Manager
Sabine River Authority of Texas
12777 Hwy 87 N.
Orange, Texas 77632
(409) 746-2192
mhoward@sratx.org.

Sabine RFPG meeting

Sabine River Authority, Orange, TX

January 17, 2023 – 9:00 AM

AGENDA

1. Call to Order.

Presenter: Travis Williams, Chair

2. Roll Call.

Presenter: Mark Howard for 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 December 14, 2021.

Presenter: Travis Williams, Chair

5. Update from Chair.

Presenter: Travis Williams, Chair

6. Election of Officers:

- Nominations for Chair by voting members
- Discussion and potential action to elect Chair
- Nominations for Vice Chair by voting members
- Discussion and potential action to elect Vice Chair
- Nominations for Secretary by voting members
- Discussion and potential action to elect Secretary

7. Election of Executive Committee members-at-large:

- Discussion and potential action to elect two Executive Committee members-at-large.

8. Update from the Texas Water Development Board

Presenter: Ryke Moore

9. Region 5. Neches RFPG Report.

Presenter: Don Carona

10. Update from Technical Consultant, Freese and Nichols.

- Submission of Final Plan,
- Continued work on Task 12,
- Timeline for upcoming months.

Presenter: Mat Leclair / Mike Reedy

11. Consider date and agenda items for next meeting.

Presenter: Chair

12. Adjourn.

Presenter: Chair

AGENDA ITEM 1: CALL TO ORDER

PRESENTED BY: TRAVIS WILLIAMS, CHAIR

SUPPORTING INFORMATION

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>	
Don Carona	<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	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 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 previous Region 4 Sabine RFPG meeting held December 14, 2022.

RECOMMENDED ACTION

Discuss and approve minutes.

MOTION:_____ SECOND:_____APPROVED: _____

PROJECT: Sabine Regional Flood Planning Group (RFPG)
NAME OF MEETING: Region 4 Sabine RFPG Meeting
RECORDED BY: Mat Leclair, PE, CFM, CPESC
DATE: December 14, 2022; 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	
Johnny Trahan	Counties	X
Francis X. Shannon	Electric Generating Utilities	X
Clyde V. McKee III	Environmental Interests	X
Don Carona	Flood Districts	*
Nikki Davis	Industries	X
Alton Bradley	Municipalities	X
Michelle Falgout	Public	
Travis Williams	River Authorities	X
Jeff Rogers	Small Business	X
Roman D. Griffin	Water Districts	X
Ross Gordon	Water Utilities	X

Voting Members: 10

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	
Manuel Martinez	Texas Department of Agriculture	
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)

Jamie East (SRA)

Doug Manning (OCDD)

Lisa McCracken (USACE)

John Grounds (LJA)

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 9 out of 12 voting members.
 - o Johnny Trahan joined the meeting after roll was called bringing the total to 10.

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

- No comments from the public.

Agenda Item 4: Discussion and Approval of minutes from the previous Region 4 Sabine RFPG meeting on November 16, 2022.

- **Ross Gordon motions to adopt the minutes as presented and Clyde (Tad) McKee seconds the motion. Motion passes.**

Agenda Item 5: Updates from Chair

- Travis Williams noted the financials and mentions SRA has paid FNI through invoice 5 and are awaiting on TWDB for reimbursement for invoice 6.
- Travis Williams notes appreciation on the time commitment on the Sabine RFP to the RFPG.

Agenda Item 6: Updates from Texas Water Development Board

- Ryke Moore notes the following:
 - o TWDB notes they are working through payment requests.
 - o TWDB notes officer elections coming up in January and notes members need to look at bylaws.
 - o TWDB looks forward to the adoption of the plan and the submittal to TWDB.

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

- Doug Manning mentions the Neches meeting is on the following day, Dec. 15th. Doug will draft a memo upon Neches' meeting conclusion.

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

- Mat Leclair provided an update on the following items:
 - o Final RFP Submittal
 - Comments received from the draft plan were addressed in the comment tracking log.
 - Volume 1 (text) and Volume 2 (appendices) were delivered to SRA and posted on the Sabine RFPG website.

- Task 12 Update
 - 2D Model of Orange County currently being created and expecting existing conditions to be completed mid-January. Anticipating to model OCDD detention ponds in February.
 - Model includes Cow Bayou, Terry Gully, Cole Creek, Adams Bayou, and Little Cypress Bayou
- 2023 Anticipated Timeline/Schedule
 - Amendment due July 14, 2023 an anticipating group adoption in June 2023
 - Amendment needs to be finalized by May 2023 for group review.
 - Any additional items to add to the Amended RFP must be submitted to FNI no later than Friday, March 31st.

Agenda Item 9: Discussion and Potential Action on Final Sabine RFP.

- **Ross Gordon motions to adopt the Final Regional Flood Plan and approve Freese and Nichols to submit the plan to TWDB on behalf of the Sabine RFPG and Nikki Davis seconds the motion. Motion passes unanimously.**

Agenda Item 10: Consider date and agenda items for next meeting.

- Travis Williams proposes the next meeting to be held on **January 17th at 9:00 am.**

Agenda Item 11: Adjourn

- **Johnny Trahan motions to adjourn the meeting and Roman Griffin seconds the motion. Travis Williams ended the meeting at 9:30 am.**

AGENDA ITEM 5: UPDATE FROM CHAIR.

PRESENTED BY: TRAVIS WILLIAMS, CHAIR

SUPPORTING INFORMATION

Accounting: SRA has two reimbursements filed with the TWDB and is waiting for these reimbursements to pay the latest invoice (\$117,152.46) from FNI.

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-Apr 2022)	\$ (94,528.50)	\$ 974,152.95
10/17/2022	FNI Invoice #5 (May 2022-Jun 2022)	\$ (92,202.20)	\$ 882,275.75
10/17/2022	FNI Invoice #6 (Jul 2022-Aug 2022) ¹	\$ (117,152.46)	
	Balance		\$ 764,798.29

¹ Waiting for reimbursement of Invoice #4 & #5 from TWDB, to pay Invoice #6.

RECOMMENDED ACTION

No action required.

AGENDA ITEM 6: ELECTION OF OFFICERS

PRESENTED BY: TRAVIS WILLIAMS, CHAIR

SUPPORTING INFORMATION

By Laws:

ARTICLE VII. Officers

Section 1 Officers, Restrictions, and Terms of Office

Voting members of the Region 4 Sabine RFPG shall select from the voting membership a Chair, Vice Chair, and Secretary to serve as officers. Each officer shall serve a term of one calendar year. No two voting members representing the same interest shall serve as officers at the same time. Elections shall be held annually, with no restrictions on the number of consecutive terms an individual may serve as an officer other than those that apply because of his or her status as a voting member under these bylaws.

Section 2 Selection

(b) Regular Officers. Regular officers shall be selected at the first meeting of each calendar year after the calendar year in which these bylaws were adopted. Nominations shall be made from the floor by voting members. The voting members shall select officers from among the nominees by consensus, but not less than agreement of a majority of the voting members present.

RECOMMENDED ACTION

Nominations for Chair:

Votes:

Result: _____ is elected as Chair.

Nominations for Vice Chair:

Votes:

Result: _____ is elected as Vice Chair.

Nominations for Secretary

Votes:

Result: _____ is elected as Secretary.

AGENDA ITEM 7: ELECTION OF EXECUTIVE COMMITTEE MEMBERS-AT-LARGE.

PRESENTED BY: CHAIR

SUPPORTING INFORMATION

ARTICLE VIII. Officers

Section 6 Executive Committee

The Executive Committee shall be composed of five Region 4 Sabine RFPG members, including the Chair, Vice Chair, Secretary, and two voting members-at-large. No two voting members representing the same interest shall serve as members of the Executive Committee at the same time. The two members-at-large shall be selected annually in the same manner and with the same terms as set forth for the selection of officers under this Article. Members-at-large shall be removed and their vacancies filled in the manner prescribed for officers under this Article.

The Executive Committee shall be responsible for carrying out the duties imposed on it in these bylaws. The voting members of the Region 4 Sabine RFPG may delegate administrative decisions to the Executive Committee unless provided otherwise in these bylaws.

RECOMMENDED ACTION

Nominations for Executive Committee members-at-large Votes:

Result: _____ & _____ are elected as Executive Committee members-at-large.

**AGENDA ITEM 8: UPDATE FROM THE TEXAS
WATER DEVELOPMENT BOARD.**

PRESENTED BY: RYKE MOORE, TWDB

SUPPORTING INFORMATION

RECOMMENDED ACTION

No action required.

**AGENDA ITEM 9: REGION 5, NECHES RFPG
REPORT.**

PRESENTED BY: DON CARONA

SUPPORTING INFORMATION

RECOMMENDED ACTION

No action required.

**AGENDA ITEM 10: UPDATE FROM TECHNICAL
CONSULTANT, FREESE AND NICHOLS.**

PRESENTED BY: MAT LECLAIR

SUPPORTING INFORMATION

- Submission of Final Plan,
- Continued work on Task 12,
- Timeline for upcoming months.

RECOMMENDED ACTION

No Action Required.

**AGENDA ITEM 11: CONSIDER DATE AND AGENDA
ITEMS FOR NEXT MEETING.**

PRESENTED BY: CHAIR

SUPPORTING INFORMATION

RECOMMENDED ACTION

Date: _____ Time: _____

AGENDA ITEM 12: ADJOURNMENT

PRESENTED BY: CHAIR

SUPPORTING INFORMATION

There being no other business, Chair Trahan will adjourn the meeting.

TIME: _____

RECOMMENDED ACTION

MOTION:_____SECOND:_____APPROVED:_____