

Meeting Minutes
Region 4 Sabine Flood Planning Group Meeting
April 15, 2023
1:30PM
SRA Meeting Room and Virtual via Zoom

| <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> | P |
| Johnny Trahan | <i>Counties</i> | P |
| Francis X. Shannon | <i>Electric generating utilities</i> | |
| Clyde V. "Tad" McKee III | <i>Environmental interests</i> | V |
| Doug Manning | <i>Flood districts</i> | P |
| Nikki Davis | <i>Industries</i> | |
| Alton Bradley | <i>Municipalities</i> | V |
| Michelle Falgout | <i>Public</i> | V |
| Travis Williams | <i>River authorities</i> | P |
| Jeff Rogers | <i>Small business</i> | P |
| Roman D. Griffin | <i>Water districts</i> | V |
| Ross Gordon | <i>Water utilities</i> | V |

| <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) | V |
| Andrea Sanders | Texas Division of Emergency Management (TDEM) | |
| Robert (Bob) Baker | Texas Parks and Wildlife Department (TPWD) | V |
| Trey Watson | Texas State Soil and Water Conservation Board (TSSWCB) | |
| Katie Koslan | Texas Water Development Board (TWDB) | V |

RECOMMENDED ACTION

Number of voting members or alternates present. 10

Seven voting members are required for a quorum.

Quorum is present, Yes, or No?

Other Meeting Attendees:

Hailey Feik Sunset Commission**
Mark Howard, SRA *

Cory Stull**
Chris Keslar**

Mat Leclair, FNI **

**Physical meeting attendees, **Virtual meeting attendees, names were gathered from those who entered information for joining the Zoom meeting.*

Agenda Item 1: Call to Order

- Travis Williams called the meeting called to order at 1:32 PM after some technical difficulties were sorted.

Agenda Item 2: Roll Call

- Jeff Rogers confirmed the quorum with 10 out of 12 voting members with Doug Manning arriving at 13:39.

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 held on February 5, 2024.

- Clyde McKee III motions to adopt as presented. Johnny Trahan seconds. Motion passes.

Agenda Item 5: Updates from Chairman

- Travis Williams informed the membership the Grant application for the 2nd cycle flood planning was submitted and accepted by the TWDB.
- Next step is for TWDB to send contract for SRA to review and sign.
- Plan to send out the RFQ this month to find a Technical Consultant.
- May 2024 - Est. deadline for executing Second Cycle RFP Grant contracts.
- May -June 2024 Technical Consultant should be selected for Sabine RFP.

Agenda item 6: Update from the Texas Water Development Board

- Katie Koslan stated that the final payment for Cycle 1 had been approved, but that the accounting department was behind and would get it out as soon as possible.
- Katie also commented that the contract would be issued in May for SRA's review and signature.

Agenda Item 7: Region 5. Neches RFPG Report.

-Doug Manning reported that the Neches RFPG had cancelled their meeting and had not rescheduled it yet.

Agenda Item 8: Discussion and potential action on the request for qualifications for a technical consultant for Sabine Regional Flood Planning Second Cycle.

Travis Williams presented the RFQ to the Membership and spoke about the scoring. After some discussion about the date, there was agreement to change the due date to May 14.

-Johnny Trahan motioned to approve the RFQ with the due date changed to May 14, Bill Bruce seconded, and the motion passed unanimously.

Agenda Item 9: Discussion and potential action on selection process for a technical consultant.

- After some discussion about the timing and dates it was agreed that the executive committee would review the proposal and meet to tally the votes, possibly just before the next SRFP meeting. Then recommend a consultant to the Membership for approval.

-Bill Bruce motioned to authorize the Executive Committee to review and evaluate proposals from responding engineering firms, Michelle Falgout seconded, and the motion passed unanimously.

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

-Working off a quarterly schedule the next meeting would be in July, however due to the issuance of the RFQ and the desire to get a consultant on board as soon as possible it was agreed to set the meeting date for June 17, 2024.

Agenda Item 11: Adjourn

Travis Williams called for a motion to adjourn.

Johnny Trahan motioned to adjourn the meeting, Michelle Falgout seconded and motion passed.

Travis Williams ended the meeting at 1:58 PM.

DRAFT