

Sabine Regional Flood Planning Group Meeting  
Sabine River Authority Main Office, Orange TX  
June 17, 2024  
1:30 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](mailto: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:

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

Additional information may be obtained from:

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RMPD Division Manager  
Sabine River Authority of Texas  
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Orange, Texas 77632  
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[mhoward@sratx.org](mailto:mhoward@sratx.org).

# **Sabine RFPG meeting**

**Sabine River Authority, Orange, TX**

**June 17, 2024 – 1:30 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 April 15, 2024.

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. Discussion and potential action on the selection of a technical consultant for Sabine Regional Flood Planning second cycle Presenter: Travis Williams, Chair.

Presenter: Travis Williams, Chair

9. Discussion of Pre-Planning meetings for Sabine RFPG second cycle.

Presenter: Travis Williams, Chair

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

Presenter: Travis Williams, Chair

11. 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: \_\_\_\_\_

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**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)	
Katie Koslan	Texas Water Development Board (TWDB)	

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### 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)

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**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 April 15, 2024, Region 4, Sabine RFPG meeting.

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**RECOMMENDED ACTION**

Discuss and approve minutes from April 15, 2024.

**MOTION:\_\_\_\_\_ SECOND:\_\_\_\_\_APPROVED: \_\_\_\_\_**

**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

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**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

**AGENDA ITEM 5: UPDATE FROM CHAIR.**

**PRESENTED BY: TRAVIS WILLIAMS, CHAIR**

SUPPORTING INFORMATION

- SRA issued a Request For Qualifications on April 25<sup>th</sup>, with a deadline of May 14<sup>th</sup>, and received one Statement Of Qualifications.
- The TWDB contract has been received and executed by SRA's General Manager for the Regional Flood Planning second cycle.
- Next steps:
  - Select the Technical Consultant and execute a contract.
  - Host a Pre-Planning meeting(s) this fall.

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**RECOMMENDED ACTION**

No action required.

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

**PRESENTED BY: KATIE KOSLAN, TWDB**

**SUPPORTING INFORMATION**

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**RECOMMENDED ACTION**

None.

**AGENDA ITEM 7: REGION 5, NECHES RFPG REPORT.**

**PRESENTED BY: DOUG MANNING**

**SUPPORTING INFORMATION**

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**RECOMMENDED ACTION**

None.

**AGENDA ITEM 8: DISCUSSION AND POTENTIAL ACTION ON SELECTION OF A TECHNICAL CONSULTANT.**

**PRESENTED BY: TRAVIS WILLIAMS**

**SUPPORTING INFORMATION**

SRA advertised for a technical consultant for the second cycle Regional Flood Planning and received one response (Freese and Nichols).

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**RECOMMENDED ACTION**

Select Freese and Nichols as technical consultant for the second cycle Regional Flood Planning in region 4.

**MOTION:** \_\_\_\_\_ **SECOND:** \_\_\_\_\_ **APPROVED:** \_\_\_\_\_

**AGENDA ITEM 9: DISCUSSION OF PRE-PLANNING  
MEETING FOR SABINE RFPG SECOND CYCLE**

**PRESENTED BY: TRAVIS WILLIAMS**

**SUPPORTING INFORMATION**

Texas Administrative Code Rule §361.21 requires each region hold a Pre-Planning meeting to obtain input on development of the next Regional Flood Plan per TWC 16.062(d). This meeting(s) should be scheduled for the fall 2024. The Sabine RFPG held two Pre-Planning meetings for the First Cycle, one at Lake Fork Office in Mineola and the other in Orange. Neither meeting was well attended.

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**RECOMMENDED ACTION**

None.

**AGENDA ITEM 10: CONSIDER DATE AND AGENDA ITEMS FOR NEXT MEETING.**

**PRESENTED BY: TRAVIS WILLIAMS**

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**RECOMMENDED ACTION**

No action required.



**AGENDA ITEM 11: ADJOURNMENT**

**PRESENTED BY: TRAVIS WILLIAMS**

**SUPPORTING INFORMATION**

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

TIME: \_\_\_\_\_

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**RECOMMENDED ACTION**

**MOTION: \_\_\_\_\_ SECOND: \_\_\_\_\_ APPROVED: \_\_\_\_\_**