

**Meeting Minutes**  
**Region 6 San Jacinto Regional Flood Planning Group Meeting**  
**April 8, 2021**  
**9:00AM**  
**CISCO WebEx Virtual Meeting**

**Roll Call:**

<u>Voting Member</u>	<u>Interest Category</u>	<u>Present (x) / Absent ( ) / Alternate Present (*)</u>
Russ A. Poppe	<i>Chair, Flood Districts</i>	X
Alia Vinson	<i>Vice Chair, Water Districts</i>	X
Alisa Max	<i>Secretary, Counties</i>	X
Gene Fisseler	<i>At-Large, Public</i>	X
Matthew Barrett	<i>At-Large, River Authorities</i>	X
Elisa Macia Donovan	<i>Agricultural Interests</i>	X
Jenna Armstrong	<i>Small Business</i>	X
Paul E. Lock	<i>Electric Generating Utilities</i>	X
Sarah P. Bernhardt	<i>Environmental Interests</i>	X
Stephen Costello	<i>Municipalities</i>	X
Timothy E. Buscha	<i>Industries</i>	X
Todd Burrer	<i>Water utilities</i>	X

<u>Non-voting Member</u>	<u>Agency</u>	<u>Present(x)/Absent( ) / Alternate Present (*)</u>
Bill Adams	Texas Parks and Wildlife Department	
Natalie Johnson	Texas Division of Emergency Management	
Kristin Lambrecht	Texas Department of Agriculture	X
Joel Clark	Texas State Soil and Water Conservation Board	X Alternate
Ellen Kinsey	General Land Office	X Alternate
Megan Ingram	Texas Water Development Board	X Alternate
Kelly Mills	Texas Commission on Environmental Quality	X
Jeff Taebel	Houston-Galveston Area Council	X
Ellie Alkhoury	Texas Department of Transportation	X Alternate
Tom Heidt	Port Houston	
Michael Turco	Harris-Galveston Subsidence District	X
Brandon Wade	Region H	X

<u>Liaisons</u>	<u>Agency</u>	<u>Present(x)/Absent( ) / Alternate Present (*)</u>
Mark Vogler	Lower Brazos	X
Todd Burrer	Trinity Region	X
Timothy Buscha	Neches Region	X
Michael Turco	Lower Brazos	X
Brandon Wade	Region H	X

**Quorum:**

Quorum: **Yes**

Number of voting members or alternates that were present: 12

Number required for quorum per current voting membership of 12: 7

Alfred Garcia	Kristin Lambrecht
Amanda Fuller	Laura Atlas
Andy Palermo	Laura Norton
Arsum Pathak	Liz Haselbach
Ashley Poe	Maggie Puckett
Brian Koch	Matt Lopez
Brooke Bacuetes	Michael Keck
Clarissa Perez	Michael Reedy
Colleen Jones	Michael Turco
Cory Stull	Neil Gaynor
Danielle Goshen	Paul Lock
Donald Martin	Rebecca Andrews
Fatima Berrios	Reem Zoun
Glenna Sloan	Reid Mrsny
James Bronikowski	Robert Kosar
Jill Boullion	Stephanie Griffin
Justin Bower	Terry Barr
Kena Ware	Tiffany
Krista Melnar	Unknown: 11

\*\*Meeting attendee names were gathered from those who entered information on the GoToWebinar meeting.

*All meeting materials were available for the public at:*

<http://www.twdb.texas.gov/flood/planning/regions/schedule.asp>.

**AGENDA ITEM NO. 1: Call to Order**

Mr. Poppe, Chair of the SJRFPG, called the meeting to order at 9:03 AM and welcomed all attendees.

**AGENDA ITEM NO. 2: Welcome and Roll Call**

Ms. Max, Secretary of the SJRFPG, took roll call and a quorum was established.

**AGENDA ITEM NO. 3: Texas Water Development Board Update**

Mr. Bronikowski, on behalf of the TWDB, stated that the Regional Flood Plan grant agreement had been submitted to Harris County for approval. He also stated the TWDB had received significant comments on their Technical Guidelines Document and anticipated to have a final version by the end of April. Lastly, he stated TWDB will have a Contract Management Kick-off meeting on April 21, 2021.

**AGENDA ITEM NO. 4: Registered Public Comments on Agenda Items 5-19 (limit of 3 minutes per person)**

No written comments were received. The verbal comments given during this meeting are as follows:

- a) Neil Gaynor-One Water Task Force- Mr. Gaynor expressed his gratitude for the addition of the Upper Watershed Category. He then proceeded to highlight the challenges for the region.

**AGENDA ITEM NO. 5: Approval of minutes from the March 11, 2020 SJRFPG Meeting**

After minor corrections were suggested, Ms. Vinson moved to approve the minutes as corrected. Ms. Max seconded, which carried unanimously.

**AGENDA ITEM NO. 6: Announcement of new Alternate Members and new Non-Voting Members**

- Jill Boullion was named as Sarah Bernhardt's alternate.
- Andy Palermo was named as Tim Buscha's alternate.
- Brandon Wade was named as the new liaison and non-voting member from Region H.

**AGENDA ITEM NO. 7: Update from Executive Committee, discussion, and possible action from Regional Flood Planning Group Members for the Coastal Communities and Public Categories**

Mr. Poppe summarized that the Executive Committee had gone into executive session and shortlisted 30-40% of the applicants for interviews. He stated that interviews would be performed in the next Executive Committee meeting during an executive session.

**AGENDA ITEM NO. 8: Update and discussion for the addition of new voting and non-voting members/member categories, and update on current solicitation efforts for the Upper Watershed Category.**

Ms. Berrios provided an update stating that no applications for the Upper Watershed voting position had been received to date, and re-stated that the application deadline is May 7th.

Mr. Poppe also stated that he would recommend not adding any additional voting member categories until all open solicitations were filled. Ms. Max concurred.

**AGENDA ITEM NO. 9: Liaison Reports pertaining to other region(s) progress and status:**

- a. **Trinity Region** - Mr. Burrer stated that Region 3 selected Halff Associates as their technical consultant. He also stated the region established their organizational structure and would provide it to Region 6 once he had a finalized copy.
- b. **Neches Region** - Mr. Buscha stated that Region 5 selected Freese and Nichols with HDR as their technical consultant. He also stated that a working committee would be provided to help with

project management of Freese and Nichols. He stated there had been no changes in the group voting membership, however Region 5 had selected Liz Haselbach as their liaison to Region 6. Lastly, he mentioned Region 5 discussed the TWDB Technical Guidelines Document extensively and had provided feedback.

- c. **Lower Brazos Region** – Mr. Turco stated that Region 8 selected Halff Associates as their technical consultant and was moving along similar to Region 6.
- d. **Lower Brazos Region** – Mark Vogler was not present during this time to provide updates, but was present later in the meeting.
- e. **Region H Regional Water Planning Group** – Mr. Wade introduced himself and stated Region H was moving into their next 5-year planning cycle.

**AGENDA ITEM NO. 10: Discussion and possible action concerning public engagement strategies including organizing and setting a future date for a public meeting as required by Texas Water Code §16.062(d) and 31 Texas Administrative Code §361.12(a)(4):**

Mr. Poppe stated that the Harris County Flood Control District (HCFCD) plans to hold the public meeting mid-May in order to meet the posting requirements and recommended the meeting be held during the evening. He then stated he was willing to be the speaker and suggested another voting member could assist. Ms. Armstrong agreed.

Ms. Vinson suggested that Ms. Max, as the project sponsor, would be a better cohost for Mr. Poppe. Ms. Max agreed to assist.

Ms. Donovan asked if the new Public voting member will be present. Ms. Max stated that it would be possible to have them in attendance, however it would have to be the latter part of May. Discussion ensued.

Ms. Bernhardt asked if the first meeting would be a virtual meeting and Mr. Poppe confirmed it would be. Ms. Max stated that if more than half of the members are present it would become a public meeting and would require posting.

**AGENDA ITEM NO. 11: Update and discussion pertaining to the logistics of in-person RFPG meetings**

Mr. Poppe stated there still had not been any directives on when in-person meetings would be required, however he wanted to discuss potential physical meeting locations to ensure a plan for in-person was prepared. Ms. Max then stressed the importance of the posting requirements and discussed some approaches to this matter, which could include a hybrid approach.

Ms. Vinson agreed and suggested that one meeting location should be selected initially. She then mentioned the importance for a meeting location with ample space to allow social distancing, effective technology, and adequate parking. She stated the SJRFPG should prepare to be flexible once the directive is given by the Governor to return to in-person meetings.

Mr. Fisseler and Mr. Buscha suggested some locations that they believed met all the suggested requirements. Ms. Max followed by stating all potential locations should be emailed to the SanJacFldPG@eng.hctx.net and Mr. Poppe agreed.

There was a consensus that a central location would be best, however Mr. Poppe encouraged suggestions from the SJRFPG.

**AGENDA ITEM NO. 12: Discussion and update to the SJRFPG concerning development of media request guidance including social media outreach**

Mr. Poppe stated that the HCFCF communications team had been working on this, however he stated with the consultant being so close to being hired, his team had recommended waiting until the consultant was hired to develop a media guidance document.

**AGENDA ITEM NO. 13: Update from Executive Committee, discussion, and possible action concerning technical consultant selection, and grant status from TWDB, and/or Planning Group Sponsor**

Ms. Max gave a brief overview stating the grant agreement had been received and was on the Harris County Commissioners Court agenda for approval. She also stated the Consultant Selection Group had made a recommendation for the technical consultant. She stated there would be an additional SJRFPG meeting to have the voting members approve the recommended consultant. She then informed the SJRFPG members that the Planning Group Sponsor would be allowed to distribute all the SOQ proposals if the interested members signed confidentiality forms.

Ms. Vinson then asked for clarification as to whether SJRFPG would also have to approve the contract and Ms. Max answered no that the SJRFPG would only need to approve the consultant selection.

Ms. Max then stated the recommended consultant could be viewed on the Commissioner Court Agenda the following day – April 9, 2021. Ms. Berrios confirmed the Planning Group Sponsor would distribute the information when posted and made available to the public.

**AGENDA ITEM NO. 14: Update and discussion from the Planning Group Sponsor (Harris County) regarding project schedule and budget.**

Ms. Max stated that the Planning Group Sponsor was on schedule and the grant agreement was moving along as intended.

**AGENDA ITEM NO. 15: Discussion and possible action concerning development of a coordination framework between TWDB, Region 6 RFPG and GLO regarding ongoing and parallel flood project planning efforts.**

Mr. Poppe stated that after meeting with TWDB and GLO he felt that the potential duplicity of work was less of a concern. He stated that the timelines of GLO and SJRFPG were different, with the GLO timeline being longer. He then stated that the efforts from GLO would be supplemental to the SJRFPG Regional Flood Plan and that coordination between SJRFPG, TWDB and GLO should continue.

Ms. Colleen Jones concurred stating their efforts would go until June 2024 and that GLO would be happy to give the presentation to the whole SJRFPG.

Ms. Max then mentioned the possibility of establishing a charter to ensure no duplicate efforts.

*Mr. Poppe then offered a 10-minute recess. Recess began at 10:20 AM and ended at 10:30 AM.*

**AGENDA ITEM NO. 16: Presentation from the Texas Living Waters Project - Nature-Based Solutions for Flood Mitigation: An Overview for Region 6 RFPG**

The presentation was given by Danielle Goshen, Water Policy and Outreach Specialist of the Galveston Bay Foundation, along with Dr. Arsum Pathak, Adaptation and Coastal Resilience Specialist from the Texas Coast and Water Program National Wildlife Federation. The presentation focused on examples of nature-based solutions, their importance and benefits, cost effectiveness and equity considerations. The

presentation highlighted several case studies that included: Greens Bayou, Brays Bayou, Exploration Green and Katy Prairie.

Mr. Poppe then thanked the presenters and indicated how Harris County Flood Control District has incorporated nature-based solutions to enhance flood mitigation structural solutions. Mr. Fisseler concurred stating that in his career he had always tried to incorporate and imitate nature in his projects. Ms. Max also agreed and further confirmed that the SJRFPG would incorporate nature-based solutions as highlighted in the Texas Administrative Code (TAC).

Ms. Donovan then cautioned that the SJRFPG should make sure to properly describe nature-based solutions as defined in the TAC, as they could be easily misinterpreted and not correctly defined. Ms. Goshen and Dr. Pathak agreed and clarified they had a document that clearly highlighted what would qualify as green infrastructure. Discussion ensued.

**AGENDA ITEM NO. 17: Presentation of 2021 Planning Group key dates and deadlines**

- a) Upcoming planning schedule milestones.
- b) The next San Jacinto RFPG meeting will be on April 15, 2021 at 2:00 pm for the approval of the selected consultant. The next regular San Jacinto RFPG meeting will be May 13, 2021 at 9:00 am.
- c) The next Executive Committee meeting will be May 7, 2021 at 12:00 pm.

**AGENDA ITEM NO. 18: Reminder regarding Planning Group member training on Public Information Act and Open Meetings Act**

Mr. Poppe reminded that all SJRFPG members, including alternates, need to complete the Public Information Act and Open Meetings Act training as soon as possible.

**AGENDA ITEM NO. 19: Consider agenda items for next meeting**

- Proposals of new voting members for the Public and Coastal Communities voting member categories
- Introduction of selected technical consultant
- Consideration for committee(s) formations to support the consultant
- Update on solicitation efforts for Upper Watershed voting member
- Update and discussion regarding physical meeting location
- Update on pre-planning public meeting to solicit public comments for Regional Flood Plan
- Update on schedule and budget
- Presentation from HCFCD – San Jacinto Regional Watershed Master Drainage Plan
- Liaison reports
- Recommendation to remove the “new voting member” agenda item from the agenda

**AGENDA ITEM NO. 20: Public comments – limit 3 minutes per person**

No comments were received.

**AGENDA ITEM NO. 21: Meeting Adjourn**

Mr. Poppe adjourned the meeting at 11:26 AM.

*Alisa Max*

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Alisa Max, Secretary

*Russell A Poppe*

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Russ Poppe, Chair