



**Region 6 - San Jacinto Regional  
Flood Planning Group  
Executive Meeting  
March 27, 2024  
9:00 AM  
Hybrid Meeting**



# ITEM 1

## Call to Order



# ITEM 2

## Welcome and Roll Call



## ITEM 3

# Registered Public Comments on Agenda Items (Limit of 3 Minutes Per Person)



# ITEM 4

## Approval of Meeting Minutes



# ITEM 4

## Approval of Meeting Minutes

Meeting Minutes  
Region 6 San Jacinto Regional Flood Planning Group  
Executive Committee Meeting  
September 28, 2023 at 2 p.m.  
Hybrid Meeting | Virtual Registration: [Webex Link](#)  
Harris County Flood Control District: 9900 NW Fwy., Houston, TX 77092 – Rm. 100

**Roll Call:**

<u>Executive Committee Member</u>	<u>Interest Category</u>	<u>Present (x) / Absent ( ) / Alternate Present (*)</u>
Timothy Buscha	Chair, Industries	X (In-Person)
Alia Vinson	Vice Chair, Water Districts	X (In-Person)
Erwin Burden	Secretary, Counties	X (In-Person)
Matthew Barrett	At-Large #1, River Authorities	X (In-Person)
Tina Petersen	At-Large #2, Flood Districts	X (In-Person)

**Quorum:**

Quorum: Yes

Number of voting members or alternates representing voting members present: 5

Number required for quorum per current voting membership of 5: 3

**Other Meeting Attendees: \***

Voting: N/A

Non-Voting: N/A

**In-Person:** Mike Garcia (HCED), Ardrella Owusu (HCED)

**Remote:**

Peggy Zahler  
Constance Pothier  
Fatima Berrios  
Gary Bezemek  
Matthew Holloway  
Sally Bakko  
Santiago Franco  
Steve Moon  
Hanadi Rifai

\*Meeting attendee names were gathered from those who entered information for joining the WebEx meeting. \*\*\*

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

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



## ITEM 4

# Approval of Meeting Minutes

### **AGENDA ITEM NO. 1: Call to order**

Mr. Buscha called the meeting to order at 2:00 p.m.

### **AGENDA ITEM NO. 2: Welcome and roll call.**

Ms. Owusu took attendance, and a quorum was confirmed to be present.

### **AGENDA ITEM NO. 3: Registered Public Comments on Agenda Item - 3 minutes per person**

Mr. Buscha opened the floor to registered public comments and registered comments were heard. Ms. Bakko opened the floor with a brief comment for the consideration of Ms. Zahler for Public #1 Seat.

### **AGENDA ITEM NO. 4: Approval of meeting minutes – August 31, 2023**

Mr. Buscha opened the floor for comments on the previous meeting minutes and yielded the floor to Mr. Barrett. Mr. Barrett had additional comments. Mr. Buscha motioned to approve the meeting minutes as revised, and Ms. Vinson seconded. Mr. Buscha called for a vote and no oppose. After taking a vote, Mr. Buscha announced the August 31 meeting minutes were approved.

### **AGENDA ITEM NO. 5: The SJRFPG Executive Committee may go into an Executive Session pursuant to Chapter 551 of the Texas Government Code for the consideration of personnel matters, specifically, persons being considered for appointment of new voting member of the SJRFPG to represent the Public #1 Seat and associated discussion\*\***

Mr. Buscha stated the Executive Committee would enter in Executive Session at 2:07pm. Mr. Buscha announced that the Executive Committee returned from Executive Session at 3:58pm. Mr. Buscha stated that three candidates submitted applications for the Public #1 Seat voting member position.

*\*\*The San Jacinto Regional Flood Planning Group may go into Executive Session, if necessary, pursuant to Chapter 551 of the Texas Government Code, for one or more of the following reasons: (1) consultation with the County Attorney to seek or receive legal advice or consultation regarding pending or contemplated litigation; (2) discussion about the value or transfer of real property; (3) discussion about a prospective gift or donation; (4) consideration of specific personnel matters; (5) discussion about security personnel or devices; or (6) discussion of certain economic development matters. The San Jacinto Regional Flood Planning Group may announce that it will go into Executive Session on any item listed on this agenda if the subject matter is permitted for a closed session by provisions of Chapter 551 of the Texas Government Code. \*\**

### **AGENDA ITEM NO. 6: Consider agenda items for next meeting.**

Mr. Buscha indicated that the agenda items for the next meeting would be similar to the September agenda.

### **AGENDA ITEM NO. 7: Public comments - limit 3 minutes per person**

Mr. Buscha opened the floor to public comments and there were no public comments heard.

### **AGENDA ITEM NO. 8: Meeting Adjournment**

Mr. Buscha adjourned the meeting at 4:00 p.m.



## ITEM 4

# Approval of Meeting Minutes

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Erwin Burden, Secretary

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Tim Buscha, Chair



# ITEM 4

## Approval of Meeting Minutes

Meeting Minutes  
Region 6 San Jacinto Regional Flood Planning Group  
Executive Committee Meeting  
January 24, 2024, at 9 a.m.

Hybrid Meeting | Virtual Registration: [Webex Link](#)  
East Aldine District: 2909 E. Aldine Amphitheatre Dr., Houston, Texas 77039  
Rm: Classroom A (2nd Fl)

Roll Call:

<u>Executive Committee Member</u>	<u>Interest Category</u>	<u>Present (x) / Absent ( ) / Alternate Present (*)</u>
Timothy Buscha	Chair, Industries	X (In-Person)
Alia Vinson	Vice Chair, Water Districts	X (Virtual)
Erwin Burden	Secretary, Counties	X (Virtual)
Matthew Barrett	At-Large #1, River Authorities	X (Virtual)
Tina Petersen	At-Large #2, Flood Districts	X (Virtual)

Quorum:

Quorum: Yes

Number of voting members or alternates representing voting members present:

5 (Total) 3 (At the time of quorum)

Number required for quorum per current voting membership of 5: 3

Other Meeting Attendees: \*

Voting: N/A

Non-Voting: N/A

In-Person: Mike Garcia (HCED), Timothy Williams (HCED), Lea Sanford (HCED)

Remote:

Constance Pothier

Hanadi Rifai

Mike Kelly

Maggie Puckett

Megan Ingram

Trae Camble

\*Meeting attendee names were gathered from those who entered information for joining the WebEx meeting. \*\*\*

All meeting materials are available for the public at:

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



## ITEM 4

# Approval of Meeting Minutes

### Meeting Minutes

SJRFPG Executive Committee Meeting

January 24, 2024, 9:00 a.m.

East Aldine District, Room A

Item 1 – Tim Buscha called the meeting to order at 9:01 a.m.

Item 2 – Tim Williams called the roll. A quorum was present.

Item 3 – There were no registered public comments.

Item 4 – Approval of the October meeting minutes.

Matt Barrett comments –

There were two other candidates for the alternate position elected that should be included.

The minutes did not say the times of going in or coming out of executive session. These need to be added. Mike Garcia will revise the minutes.

Alia Vinson moved to approve the minutes as amended. Seconded by Matt Barrett. Vote passed.

Item 5 – Update from the Project Sponsor regarding the application for grant funds and contract with TWDB, on behalf of the SJRFPG.

Mike Garcia provided update. Package is 90% complete. RRD to review and finalize, then send to Executive Committee for comment prior to submittal.

Tim Buscha directed the group to review and comment when Mike sends draft to them.

Tim Buscha gave deadline to send comments / date application is due to TWDB.

Erwin Burden and Tina Peterson joined the meeting.

Tim Buscha commented that he wants to make sure that the grant is structured in such a way that the technical consultant is able to make an amendment at some point during the 5-year process. Mike Garcia confirmed that amendment will be possible.

Item 6 – Tim Buscha opened floor for the board to comment on the process of selecting a technical consultant for the next planning cycle.

Alia emphasized that HCED is facilitating but SJRFPG is the client.

Matt Barrett commented that he had a conflict of interest for consultant selection the first time. He will excuse himself this cycle if a conflict becomes apparent.

Tina Peterson wanted to make sure the most qualified technical consultant possible is selected.

Erwin Burden wanted to ensure there is input from the Executive Committee.



## ITEM 4

# Approval of Meeting Minutes

Alia Vinson requested a timeline for selection.

Tim Buscha responded that an item is on the February agenda to give formal authorization to Harris County (HC) to send out the RFQ.

He requested that a draft of the RFP be supplied at February's planning meeting. Wants two members of the Executive Committee on review committee (non-quorum), and a representative from both HC and Harris County Flood Control District (HCFCD) on the selection committee. He laid out a plan to move forward and secure people.

Alia recommended that there be a blackout period when no one on selection committee and no member of executive committee communicates with any submitters during the selection process.

Matt suggested possibly no communication with any member of SJRFPG.

Erwin will look for HC Purchasing language and provide it to the group.

Alia Vinson asked who should be on committee and suggested consideration prior to February's meeting.

Tim Buscha agreed.

Matt Barrett would prefer not to be on selection committee.

Tina Peterson suggested Erwin Burden as HC representative for selection committee.

Everyone supported.

Tim Buscha complimented the East Aldine District facility as a great meeting location.

Item 7– Tim Buscha thanked the Executive Committee from the past year.

Conversation with Neil Gaynor. Neil has submitted his resignation, effective end of February. This will be mentioned at February meeting.

Meeting adjourned at 9:24 a.m.



## ITEM 4

# Approval of Meeting Minutes

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Erwin Burden, Secretary

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Tim Buscha, Chair



## ITEM 5

Update from the Project Sponsor regarding the application for grant funds and contract with TWDB, on behalf of the RFPG



## ITEM 6

**The SJRFPG Executive Committee may go into an Executive Session pursuant to Chapter 551 of the Texas Government Code for the consideration of personnel matters, specifically, persons being considered for appointment of voting member on the SJRFPG to represent the Upper Watershed Seat**



## ITEM 7

**Discussion on the process for the Request for Qualifications for the Technical Consultant for the next planning cycle; and possible recommendation to the Planning Group membership**



# ITEM 8

## Adjournment