



SAN JACINTO REGIONAL FLOOD PLANNING GROUP

REGION 6

**Region 6 - San Jacinto Regional
Flood Planning Group
April 11, 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

Texas Water Development Board Update

ITEM 5

Approval of Meeting Minutes

ITEM 5

Approval of Meeting Minutes

Meeting Minutes
 Region 6 San Jacinto Regional Flood Planning Group
 October 12, 2023 at 9:00 AM
 Hybrid Meeting | Virtual Registration: [Link](#)
 United Way: 50 Waugh Drive; Houston, TX 77007

Roll Call:

Voting Member	Interest Category (Executive Committee role)	Present (x) / Absent () / Alternate Present (*)
Timothy E. Buscha	Industries (Chair)	X(In-Person)
Alia Vinson	Water Districts (Vice Chair)	X (In-Person)
Erwin Burden	Counties (Secretary)	X (In-Person)
Augustus Campbell	Public #1 (At-Large member)	X
Matthew Barrett	River Authorities (At-Large member)	X
Elisa Macia Donovan	Agricultural Interests	X (In-Person)
Connie Pothier	Small Business	X
Paul E. Lock	Electric Generating Utilities	X
Hanadi Rifai	Environmental Interests	X
Stephen Costello	Municipalities	X
Tina Petersen	Flood Districts	X (In-Person)
Todd Burrer	Water Utilities	X
Brian Maxwell	Coastal Communities	X
Christina Quintero	Public #2	X
Neil Gaynor	Upper Watershed	X

Non-voting Member	Agency	Present(x)/Absent ()/ Alternate Present (*)
Hope Zubek	Texas Parks and Wildlife Department	X
Michelle Ellis	Texas Division of Emergency Management	
Kristin Lambrecht	Texas Department of Agriculture	
Joel Clark	Texas State Soil and Water Conservation Board	
Santiago Franco	Texas General Land Office	X
Megan Ingram	Texas Water Development Board	X * Ian Blair
Melinda Johnston	Texas Commission on Environmental Quality	
Justin Bower	Houston-Galveston Area Council	
Ellie Alkhoury	Texas Department of Transportation	
Tom Heidt	Port Houston	
Michael Turco	Harris-Galveston Subsidence District	
Brandon Wade	Region H Regional Water Planning Group	
Sally Bakko	Gulf Coast Protection District	X
Lisa Mairs	U.S. Army Corps of Engineers	

Liaisons from RFPG	Regional Flood Planning Group	Present(x)/Absent ()/ Alternate Present (*)
Todd Burrer	Trinity Region RFPG	X
Stephen Costello	Neches Region RFPG	X

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Michael Turco	Lower Brazos RFPG	
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<u>Liaisons from Other Entities</u>	<u>Entity</u>	<u>Present(x)/Absent()/Alternate Present (*)</u>
Mark Vogler	Lower Brazos RFPG	
Scott Harris	Trinity Region RFPG	
Liv Haselbach	Neches Region RFPG	
Brandon Wade	Region H Regional Water Planning Group	

<u>Technical Consultant Team Members</u>	<u>Entity</u>	<u>Present(x)/Absent()/Alternate Present (*)</u>
Cory Stull	Freese and Nichols Inc.	X (In-Person)
Maggie Puckett	Freese and Nichols Inc.	
Brian Edmondson	Freese and Nichols Inc.	X
Andrew Moore	Halff, Associates	
Jacob Torres	Torres & Associates	
Evan Adrian	Torres & Associates	
Rachel Herr	Halff, Associates	X
Mariah Najmuddin	Hollaway Environmental + Communications	

<u>Project Sponsor</u>	<u>Entity</u>	<u>Present(x)/Absent()/Alternate Present (*)</u>
Lea Sanford	Harris County Engineering Department	X (In-Person)
Mike Garcia	Harris County Engineering Department	X (In-Person)

Quorum:
 Quorum: Yes
 Number of voting members or alternates that were present:
 10 (at the time of quorum) 15 (total)
 Number required for quorum per current voting membership of 15: 8

Attendees:**

Remote:

- | | |
|----------------|--------------|
| Bob Kosar | Reem Zoun |
| David Parkhill | Peggy Zahler |
| Don Johnson | Trae Camble |
| Gary Bezemek | Vogler Mark |

***Meeting attendee names were gathered from those who entered information on the WebEx meeting registration.*
 All meeting materials were available for the public at: [Meetings - San Jacinto Regional Flood Planning \(sanjacintofloodplanning.org\)](http://sanjacintofloodplanning.org)



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AGENDA ITEM NO. 1: Call to Order

Mr. Buscha called the meeting to order at 9:00 a.m.

AGENDA ITEM NO. 2: Welcome and Roll Call

Mr. Chan took attendance, and a quorum was determined to be present.

AGENDA ITEM NO. 3: Registered Public Comments on Agenda Items (Limit of 3 Minutes Per Person)

Mr. Buscha opened the floor for registered comments. There were no comments.

AGENDA ITEM NO. 4: Texas Water Development Board Update

Mr. Blair stated that the Texas Water Development Board had a few updates for the planning group. He reported that TWDB is on schedule to provide RFI comment letters for the Amended Flood Plan. Mr. Blair stated that the TWDB anticipates delivering these letters either at the end of October or beginning of November.

AGENDA ITEM NO. 5: Approval of Meeting Minutes – August 10, 2023

Mr. Buscha opened the floor for comments on the August 10, 2023 meeting minutes. Mr. Barrett provided minor comments. Mr. Barrett moved to approve the minutes as revised, and Ms. Vinson seconded. Mr. Buscha called for a vote and announced that the motion passed.

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

Mr. Buscha stated that a new voting member for Public Seat #1 will be considered under item 8.

AGENDA ITEM NO. 7: Liaison Reports Pertaining to Other Region(s) Progress and Status and other Related Entities:

- a. **Trinity Region** – There was no update.
- b. **Neches Region** – Ms. Hasselback was not available to provide an update.
- c. **Lower Brazos Region** – Mr. Turco was unavailable to provide an update.
- d. **Region H Water** – Mr. Wade was unavailable to provide an update.
- e. **Gulf Coast Protection District (GCPD)** – Ms. Bakko stated that the GCPD is partnering to identify sand sources for beach nourishment activities in the Texas Coastal Project and areas where the General Land Office conducts their beach nourishment. Ms. Bakko reviewed GPPD's efforts to meet with the federal government to advance the Texas Coastal Project.

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AGENDA ITEM NO. 8: Update, Discussion, and Possible Action on the Solicitation Process for the Public Seat #1 Voting Member Representative Vacancy

Mr. Buscha said that the Executive Committee reviewed the application for the Public Seat #1 position and conducted interviews and recommends the appointment of Public Seat #1 as a voting member position. Ms. Donovan stressed the importance of the role and motioned to appoint Augustus Campbell as the Public Seat #1 voting member and Alia Vinson seconded the motion, Mr. Buscha announced that the Motions passed unanimously.

AGENDA ITEM NO. 9: Update by the Project Sponsor regarding the application for grant funds and contract with TWDB, on behalf of the RFPG

Mr. Burden stated we are not able to apply until November 9th and that the Sponsor has gotten new staff to support RFPG efforts.

AGENDA ITEM NO. 10: Presentation and Update from the Technical Consultant on the development of the Regional Flood Plan.

Mr. Stull said that the amended plan was submitted to the TWDB in the summer and the Texas Water Development Board is reviewing and waiting on the RFIs. He indicated that RFIs should come later in the month. Mr. Stull stated that the earliest the funds will be open is in the first quarter of next year.

AGENDA ITEM NO. 11: Approval and Certification of Administrative Expenses Incurred by The Project Sponsor for The Development of Regional Flood Plan

Ms. Vinson made a motion to approve the Administrative Expenses presented by the Project Sponsor, the motion was seconded. After taking a vote, Mr. Buscha announced the motion passed unanimously.

AGENDA ITEM NO. 12: Presentation of 2023 Planning Group Key Dates and Deadlines:

- a. Upcoming Planning Schedule Milestones
- b. Next RFPG Planning Meeting to be held on December 14, 2023

Mr. Buscha described the planning schedule milestones and stated that the next RFPG planning meeting will be held December 14, 2023

AGENDA ITEM NO. 13: Update and Discussion Pertaining to In-Person RFPG Meeting Location(s)

Mr. Buscha stated that he hopes there will be more public engagement in 2024 due to the efforts of the public members and networks from the state's involvement.

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AGENDA ITEM NO. 14: Consider Agenda Items for Next Meeting

Mr. Buscha identified the following items for the next agenda:

- Discuss RFQ for technical consultant

AGENDA ITEM NO. 15: Public Comments – Limit 3 Minutes Per Person

Mr. Buscha opened the floor to any public comments. There were no comments.

AGENDA ITEM NO. 16: Adjournment

Mr. Buscha announced the meeting was adjourned at 9:36 a.m.

Erwin Burden, Secretary

Tim Buscha, Cha

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Meeting Minutes
 Region 6 San Jacinto Regional Flood Planning Group
 December 14, 2023 at 9:00 AM
 Hybrid Meeting | Virtual Registration: [Link](#)
 United Way: 50 Waugh Drive; Houston, TX 77007

Roll Call:

Voting Member	Interest Category (Executive Committee role)	Present (x) / Absent () / Alternate Present (*)
Timothy E. Buscha	Industries (Chair)	X (In-Person)
Alia Vinson	Water Districts (Vice Chair)	X (Virtual)
Erwin Burden	Counties (Secretary)	X (In-Person)
Augustus Campbell	Public Seat #1 (At-Large member)	
Matthew Barrett	River Authorities (At-Large member)	X (Virtual)
Elisa Macia Donovan	Agricultural Interests	
Connie Pothier	Small Business	X (In-Person)
Paul E. Lock	Electric Generating Utilities	
Hanadi Rifai	Environmental Interests	X (Virtual)
Stephen Costello	Municipalities	
Tina Petersen	Flood Districts	X (In-Person)
Todd Burrer	Water Utilities	
Brian Maxwell	Coastal Communities	X Bob Kosar *
Christina Quintero	Public Seat #2	X (Virtual)
Neil Gaynor	Upper Watershed	X (Virtual)

Non-voting Member	Agency	Present(x)/Absent () / Alternate Present (*)
Hope Zubek	Texas Parks and Wildlife Department	
Michelle Ellis	Texas Division of Emergency Management	
Kristin Lambrecht	Texas Department of Agriculture	
Joel Clark	Texas State Soil and Water Conservation Board	
Santiago Franco	Texas General Land Office	
Megan Ingram	Texas Water Development Board	X
Melinda Johnston	Texas Commission on Environmental Quality	
Justin Bower	Houston-Galveston Area Council	
Ellie Alkhoury	Texas Department of Transportation	
Tom Heidt	Port Houston	
Michael Turco	Harris-Galveston Subsidence District	
Brandon Wade	Region H Regional Water Planning Group	
Sally Bakko	Gulf Coast Protection District	X
Lisa Mairs	U.S. Army Corps of Engineers	

Liaisons from RFPG	Regional Flood Planning Group	Present(x)/Absent () / Alternate Present (*)
Todd Burrer	Trinity Region RFPG	
Stephen Costello	Neches Region RFPG	
Michael Turco	Lower Brazos RFPG	

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<u>Liaisons from Other Entities</u>	<u>Entity</u>	<u>Present(x)/Absent (/) / Alternate Present (*)</u>
Mark Vogler	Lower Brazos RFPG	
Scott Harris	Trinity Region RFPG	
Liv Haselbach	Neches Region RFPG	
Brandon Wade	Region H Regional Water Planning Group	

<u>Technical Consultant Team Members</u>	<u>Entity</u>	<u>Present(x)/Absent (/) / Alternate Present (*)</u>
Cory Stull	Freese and Nichols Inc.	X (In-Person)
Maggie Puckett	Freese and Nichols Inc.	X (Virtual)
Brian Edmondson	Freese and Nichols Inc.	
Andrew Moore	Halff, Associates	
Jacob Torres	Torres & Associates	
Evan Adrian	Torres & Associates	
Rachel Herr	Halff, Associates	
Mariah Najmuddin	Hollaway Environmental + Communications	

<u>Project Sponsor</u>	<u>Entity</u>	<u>Present(x)/Absent (/) / Alternate Present (*)</u>
Lea Sanford	Harris County Engineering Department	X (In-Person)
Mike Garcia	Harris County Engineering Department	X (In-Person)
Timothy Williams	Harris County Engineering Department	X (In-Person)

Quorum: Yes
 Number of voting members or alternates that were present: 10
 Number required for quorum per current voting membership of 15: 8

Attendees:**

Remote:

- | | | |
|----------------------|-------------------|-------------------|
| Bob Kosar | Reem Zoun | Amanda Ashcroft |
| Larry Dunbar | Ian Hudson | Anita Machiavello |
| Mike Kelly | Vogler Mark | Ian Hudson |
| Jonathan St. Romain | Kristin Lambrecht | |
| Lisa McCracken Mairs | R. Fiederlein | |

****Meeting attendee names were gathered from those who entered information on the WebEx meeting registration.**

All meeting materials were available for the public at: [Meetings - San Jacinto Regional Flood Planning \(sanjacintofloodplanning.org\)](http://sanjacintofloodplanning.org)

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AGENDA ITEM NO. 1: Call to Order

Tim Buscha called the meeting to order at 9:00 a.m.

AGENDA ITEM NO. 2: Welcome and Roll Call

Tim Williams took attendance, and a quorum was determined to be present.

AGENDA ITEM NO. 3: Registered Public Comments on Agenda Items

Mr. Buscha opened the floor for any registered public comments, and none were made.

AGENDA ITEM NO. 4: Texas Water Development Board

No updated comments. Megan Ingram stated that they were still reviewing the RFI responses for the Regional amended plan submission. A newsletter was sent out in November with information for the consultant and sponsors. TWDB announced that Mike Kelly will be the new regional flood planning manager. Mike Kelly with TWDB joined the meeting and introduced himself. Tina Petersen welcomed Mike to the team in support of his participation.

AGENDA ITEM NO. 5: Approval of Meeting Minutes - October 12, 2023

Matt Barrett commented that there were proofreading errors in the minutes provided at the meeting. Matt and Alia Vinson did not remember receiving minutes after the October meeting. Alia moved to table approval of these minutes and the issue was deferred until the next meeting. Mike Garcia will edit the October minutes and resend out to board members for review.

AGENDA ITEM NO. 6: Announcement of New Alternate Members

Alia Vinson introduced Larry Goldberg as her new alternate voting member. Alia further introduced and explained that her previous alternate is now a voting member. Larry was reminded to take open meeting and public information training.

AGENDA ITEM NO. 7: Liaison Reports Pertaining to Other Region(s) Progress and Status and other Related Entities:

- a. Trinity Region – Todd Burrer was unavailable to provide an update.
- b. Neches Region – Stephen Costello was unavailable to provide an update.

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- c. Lower Brazos Region – Brandon Wade was unavailable to provide an update.
- d. Region H Water- Mike Turco (rep) was unavailable to provide an update.
- e. Gulf Coast Protection District (GCPD) – Sally Bakko had technical difficulties and couldn't speak.

AGENDA ITEM NO. 8: Update by the Project Sponsor Regarding the Application for Grant Funds and Contract with TWDB, on behalf of the RFPB

Mike Garcia reported that RRD is working on the grant application and plans to submit in late January.

Tim Buscha suggested SJRFPG reserve funds in allocation to do a future amendment at the end of Cycle 2 to have the opportunity to amend the regional plan. He requested to reserve these funds in the contract when it's put together. Tim opened the floor for questions/comments regarding this matter since the next meeting won't take place until the deadline for this has passed (January 2024).

AGENDA ITEM NO. 9: Discussion and Possible Action Related to Issuing the Request for Qualifications and Beginning the Procurement Process of a Technical Consultant for the 2028 Regional Flood Planning Cycle in Accordance with Applicable Federal, State, and Local Sponsor's Procurement Requirements.

Tim Buscha plans to put together the RFQ after the grant application is submitted and will probably have more discussion at February's meeting.

Sally Bakko was able to speak and give an update (GCPD report). Last week they went to Washington D.C in pursuit of funds from the Bipartisan Infrastructure Law. Greater Houston Port representatives and USACE reps attended as well. The funding request focuses on the Bolivar Road gate system project; developing acquisition strategy and a scoping delivery plan, beginning the sand sourcing work on the beach and dune system along Bolivar and West Galveston Island, and work on South Padre Island beach and dunes. This also includes ecosystem restoration projects; there are 4 projects that are in compliance and ready. They met with representatives from the Office of Management and Budget (OMB) along with Senator Cornyn, Representative Weber, and Representative Henry Cuellar's staff. They're awaiting word on the decision for this funding. They likely won't know until sometime after February or March 2024. They were able to submit several support letters. Sally stated that they have good momentum.

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AGENDA ITEM NO. 10: Presentation and Update from the Technical Consultant on the Development of the Regional Flood Plan.

Maggie Puckett shared updates that were made by Freese and Nichols (FNI). Technical Consultant submitted the amended regional flood plan to TWDB in July. TWDB issued RFI's on the Amended RFP on November 7th. Responses and updated materials were submitted on November 20th. FNI made corrections and updates to inconsistencies that they located. Updates were made to the Technical Documents tab and Story Map on the website to reflect latest version of RFP.

TWDB published Flood Infrastructure Fund Intended Use Plan.

Notable Milestones:

- December 2023
 - RFPG meeting to authorize local sponsor to issue RFQ.
 - Final reimbursable date for 2023 RFP Technical Consultant is December 29th.
- February 2024
 - Deadline for local sponsor to apply for grant funds
 - Local sponsor to begin/continue contracting with TWDB
 - Procurement for Technical Consultant can occur in parallel to contracting with TWDB.
- September 2024
 - TWDB anticipates contracting across the state between sponsors and technical consultants to be executed, at the latest, by September 2024.

Tim Buscha asked who hosts SJRFPG website. Answer – Hollaway. He expressed concern about changing consultants and losing the website. Erwin Burden stated that the sponsor is addressing issue to prevent problems with possible transition.

AGENDA ITEM NO. 11: Approval and Certification of Administrative Expenses Incurred by the Project Sponsor for the Development of Regional Flood Plan

Connie Pothier moved to approve the expenses. Tina Petersen seconded. No discussion. Approved.

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AGENDA ITEM NO. 12: Presentation by the Technical Consultant and Discussion of the TWDB released Draft FY2024-2025 FIF Intended Use Plan (IUP)

Cory Stull with FNI gave a brief overview. He emphasized that the end goal was to maximize flooding eligibility that we can bring from the state to our region. Cory then brought in Maggie Puckett to discuss public comments on the draft FIF Intended Use Plan (IUP).

Maggie reminded everyone that comments are due to TWDB on January 1, 2024, that they should be submitted to TWDB's email (FIF@twdb.texas.gov), and the documents are available on TWDB's website. She provided a review of the contents of the draft IUP plan.

Maggie also reviewed the Anticipated FIF Application Process. She then opened the floor for discussion with a stated objective of determining how Region 6 would like to coordinate comments.

Megan Ingram stated that her team anticipates the Abridged application to be posted in the next couple of weeks and expects a 3-month deadline after it's posted.

Tim Buscha inquired about the timing of putting out the information so that someone can do an Abridged application at the same time comments are being requested for the IUP.

Megan expressed optimism about them not overlapping due to the 3-month period to work on the applications.

Tim encouraged people to read the IUP and provide comments. He stated that SJRFPG will be submitting a letter and gave deadlines to the board to submit their feedback. Comments need to be provided to Cory by Wednesday, so Tim can have it by Friday December 22, 2023.

Tina Petersen asked for the comments that were submitted in the previous cycle. Corey will send a two-page letter focused on scoring to Mike so that he can send it out to the board.

Alia Vinson stated that Region 6 should comment. She further commented on the challenges of funding when using loans vs. grants and on the language that is used in the FIF IUP. Items in FIF IUP were not in original legislation, creating additional limitations not required by legislation. Two areas she'd like Region 6 to address again are benefits cost ratio (BCR) and memorandum of understanding (MOU). She believes that guidelines should be increased around the alternative that allows you to submit evidence of notification to the non-responsive political subdivisions when completing the application.

Matt Barrett inquired if the group needed to bless the contents of the letter before sending.

Tim stated there was no time for a formal meeting due to short deadline. Comments can be sent individually, not necessarily as a group.

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Tina agrees with comments from Alia and Matt about funding limits. She stated that HCFCD is digging through the IUP and will provide comments.

AGENDA ITEM NO. 13: Presentation of 2023 Planning Group Key Dates and Deadlines

- a. Upcoming Planning Schedule Milestones
- b. Next RFPG Planning Meeting to be held on Feb 8, 2024

Per Tim Buscha, Region 6 will have an executive meeting in January to discuss the status of the grant application and the RFQ process in preparation for the February 8, 2024 public meeting.

AGENDA ITEM NO. 14: Update and Discussion Pertaining to In-Person RFPG Meeting Location(s)

Tim Buscha stated his support for United Way as a meeting location and stated his appreciation to staff for making the meeting work.

AGENDA ITEM NO. 15: Discussion Regarding Necessary Changes or Updates to the SJRFPG By-Laws

Tim Buscha – no changes.

Alia Vinson– no changes.

AGENDA ITEM NO. 16: Consider Agenda Items for Next Meeting

There will be continued discussion about the grant application, RFQ, and comments that were submitted for the FIF IUP.

AGENDA ITEM NO. 17: Public Comments – Limit 3 Minutes Per Person

There were no public comments. There were no hands raised.

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AGENDA ITEM NO. 18: Adjournment

Tim Buscha Adjourned the meeting at 10:03 am.

Erwin Burden, Secretary

Tim Buscha, Chair

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Meeting Minutes
Region 6 San Jacinto Regional Flood Planning Group
February 8, 2024 at 9:00 AM
Hybrid Meeting | Virtual Registration: [Link](#)
United Way: 50 Waugh Drive; Houston, TX 77007

Roll Call:

Voting Member	Interest Category (Executive Committee role)	Present (x) / Absent () / Alternate Present (*)
Timothy E. Buscha	Industries (Chair)	x
Alia Vinson	Water Districts (Vice Chair)	x
Erwin Burden	Counties (Secretary)	x
Augustus Campbell	Public #1 (At-Large member)	x
Matthew Barrett	River Authorities (At-Large member)	x
Elisa Macia Donovan	Agricultural Interests	x
Connie Pothier	Small Business	x
Paul E. Lock	Electric Generating Utilities	x
Hanadi Rifai	Environmental Interests	x
Stephen Costello	Municipalities	x
Tina Petersen	Flood Districts	x
Todd Burrer	Water Utilities	x
Brian Maxwell	Coastal Communities	Bob Kosar *
Christina Quintero	Public #2	x
Neil Gaynor	Upper Watershed	x

Non-voting Member	Agency	Present(x)/Absent ()/ Alternate Present (*)
Hope Zubek	Texas Parks and Wildlife Department	x
Michelle Ellis	Texas Division of Emergency Management	
Kristin Lambrecht	Texas Department of Agriculture	
Joel Clark	Texas State Soil and Water Conservation Board	x
Santiago Franco	Texas General Land Office	
Mike Kelly	Texas Water Development Board	x
Melinda Johnston	Texas Commission on Environmental Quality	
Justin Bower	Houston-Galveston Area Council	
Ellie Alkhoury	Texas Department of Transportation	
Tom Heidt	Port Houston	

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Michael Turco	Harris-Galveston Subsidence District	x
Brandon Wade	Region H Regional Water Planning Group	
Sally Bakko	Gulf Coast Protection District	x
Lisa Mairs	U.S. Army Corps of Engineers	

<u>Liaisons from RFPG</u>	<u>Regional Flood Planning Group</u>	<u>Present(x)/Absent()/Alternate Present (*)</u>
Todd Burrer	Trinity Region RFPG	x
Stephen Costello	Neches Region RFPG	x
Michael Turco	Lower Brazos RFPG	x

<u>Liaisons from Other Entities</u>	<u>Entity</u>	<u>Present(x)/Absent()/Alternate Present (*)</u>
Mark Vogler	Lower Brazos RFPG	
Scott Harris	Trinity Region RFPG	
Liv Haselbach	Neches Region RFPG	
Brandon Wade	Region H Regional Water Planning Group	

<u>Project Sponsor</u>	<u>Entity</u>	<u>Present(x)/Absent()/Alternate Present (*)</u>
Lea Sanford	Harris County Engineering Department	x
Mike Garcia	Harris County Engineering Department	x
Timothy Williams	Harris County Engineering Department	x

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Quorum: Yes

Number of voting members or alternates that were present:

15 (Total) 12 (At time of quorum)

Number required for quorum per current voting membership of 15: 8

Remote Attendees:**

Briana Gallagher	Jeff Janecek
Gary Bezemek	Katharine Teleki
Heather Goodpasture	Larry Goldberg
Ian Hudson	Liz Sullivan
Meri Davlasheridze	Neil Goertz
Peggy Zahler	Susan Fraser
Ashley Ross	

***Meeting attendee names were gathered from those who entered information on the WebEx meeting registration.*

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MEETING START TIME: 9:03 am on 2/8/24.

AGENDA ITEM NO. 1: Call to Order

Discussion/Action Items: Neil Gaynor is attending his last meeting; Tim Buscha expressed thanks to Neil for his service. Neil gave comments regarding his time with SJRFPG, thanked the Group, and is looking forward to the future.

Neil Gaynor's resignation is effective at the end of February. The desire is to possibly fill the vacancy at the April meeting, the Sponsor will post the vacancy announcement before the end of February.

AGENDA ITEM NO. 2: Welcome and Roll Call

Discussion/Action Items: Tim Buscha asked members online to have camera on for the record.

AGENDA ITEM NO. 3: Registered Public Comments on Agenda Items

Discussion/Action Items: No public comments.

AGENDA ITEM NO. 4: Texas Water Development Board (TWDB)

Discussion/Action Items: Mike Kelly gave a report for TWDB. Noted receipt of the Region 6 grant application; the first group to submit. Website updates posted on 02/06/2024 do not affect Region 6's application. Once the process enters contract negotiations, Region 6 will be required to use the updated forms, which includes the updated milestones and schedule.

AGENDA ITEM NO. 5: Approval of Meeting Minutes – December 14, 2023

Discussion/Action Items:

No action was taken on this item.

The meeting agenda did not list approval of October minutes. December minutes are posted under December, but not listed under February meetings on the website along with all meeting material. Approval of these minutes will be postponed until the next meeting. On future agendas, this item will be listed as "Approval of Board Meeting Minutes".

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

Discussion/Action Items: There were no updates or action items.

AGENDA ITEM NO. 7: Liaison Reports Pertaining to Other Region(s) Progress and Status and other Related Entities:

Discussion/Action Items:

- a. Trinity Region– No new updates
- b. Neches Region– No new updates
- c. Lower Brazos Region– No new updates
- d. Region H Water (Michael Turco) – Very briefly spoke on the status of the water plan (still in-process).
- e. Gulf Coast Protection District (GCPD) (Sally Bakko) – postponed report due to audio issues. After the Texas A&M presentation, she expressed GCPD’s support and interest in working with them. GCPD is still pursuing negotiations for in-kind work agreements. They are awaiting a decision on the Bi-Partisan Infrastructure funding. The decision will be tied to the president’s budget request, scheduled to come out March 11, 2024. They are also making arrangements for office space in Clear Lake.

AGENDA ITEM NO. 8: Officer Elections – Discussion, Possible Action, and Consideration of Nominations to the RFPG Executive Committee, Including Members At-Large.

Discussion/Action Items:

Alia Vinson read applicable sections from the by-laws. Nominations will be from the floor.

Tim Buscha stated interest in continuing to serve.

Erwin Burden stated interest in continuing to serve and commitment from Harris County to continue as sponsor.

Matthew Barrett and Tina Petersen also committed to the work of SJRFPG and indicated willingness to continue to serve.

Floor was opened to nominations.

Neil Gaynor nominated the current slate of officers to continue to serve in their current positions.

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This was seconded by Elisa Donovan.

No further discussions

A vote was held, the motion carried, and current board members will continue to serve in their current positions for 2024.

AGENDA ITEM NO. 9: Presentation from Texas A&M (TAMU) Institute for a Disaster Resilient Texas (IDRT) Sharing Info and Seeking Partnerships.

Discussion/Action Items:

Dr. Ashley Ross and Dr. Meri Davlasheridze gave the presentation and are seeking an opportunity for partnership and collaboration. They are funded by the Department of Homeland Security and their purpose is to apply Cybersecurity and Infrastructure Security Agency Infrastructure Resilience Planning framework to regional flood planning efforts in the Houston Galveston Area (HGA).

They desire to collaborate with regional flood planning groups in the application of the Infrastructure Resilience Planning Framework (IRPF).

Collaboration is scheduled to last for two years and will deliver a refined inventory of critical facilities and systems in the HGA, a set of actions to improve equitable flood risk reduction in the HGA, and a refined portion of the flood plan that addresses critical infrastructure and systems in the HGA.

They requested that SJRFPG be the project champion for their project. If not project champion, they would welcome SJRFPG as major stakeholder and partner.

Tim Buscha thanked presenters and commented on ways SJRFPG can share information with the Institute for a Disaster Resilient Texas (IDRT). SJRFPG requested a letter with specific requests from IDRT. SJRFPG will add an agenda item to the next meeting to discuss ways the group can collaborate with IDRT. Erwin Burden offered comments about the need for security when working with various organizations and agencies.

IDRT was invited to attend future SJRFPG public meetings.

The next planning meeting agenda will list the Discussion of Request Made by Texas A&M (IDRT) if a letter is received.

2/8/2024

ITEM 5

Approval of Meeting Minutes

AGENDA ITEM NO. 10: Update by the Project Sponsor Regarding the Application for Grant Funds and Contract with TWDB, on Behalf of the SJRFPG.

Discussion/Action Items:

Sponsor has submitted application to TWDB. Tim Buscha asked for an executive summary to be made available to the Board. Erwin Burden will also send a summary or copy of the application.

AGENDA ITEM NO. 11: Discussion and Possible Action Related to Issuing the Request for Qualifications and Beginning the Procurement Process of the Technical Consultant for the 2028 Regional Flood Planning Cycle in Accordance with Applicable Federal and State Requirements, and the Local Sponsor's Procurement Requirements.

Discussion/Action/Items:

A recommendation was made from the Executive Committee regarding the process for selection of a Technical Consultant. Two members of the executive committee will serve on the selection committee that will be created by Harris County to review RFQ responses.

The two members to serve will be Tim Buscha, Chair and Erwin Burden, Secretary. Sponsor will provide SJRFPG voting membership with the RFQ to allow for comments and feedback.

The selection team will use the RFQ scoring matrix to make a recommendation to the board's voting membership, who will then take a vote for recommendation to Harris County Court for selection of a technical consultant. The Sponsor has verified that non-County employees can be part of the selection committee (Procurement Team).

Tim Buscha noted that it is inappropriate for any member of submitting firms to discuss anything regarding the RFQ with members of the voting membership. It is also inappropriate for any member of the committee to discuss the process with anyone outside of the selection committee.

Tina Petersen motioned for Harris County to move forward with the RFQ and to select Tim Buscha and Erwin Burden to be part of selection committee.

Alia Vinson reiterated the need for SJRFPG voting membership to be involved in the process.

Augustus Campbell seconded.

No discussion. Motioned carried.

2/8/2024

ITEM 5

Approval of Meeting Minutes

AGENDA ITEM NO. 12: Approval and Certification of Administrative Expenses Incurred by The Project Sponsor for The Development of the Regional Flood Plan

Discussion/Action Items: No action.

AGENDA ITEM NO. 13: Presentation of 2023 Planning Group Key Dates and Deadlines:

- a. Upcoming Planning Schedule Milestones
- b. Next SJRFPG Planning Meeting to be held April 11, 2024

Discussion/Action Items:

Posted agenda states next meeting is in February, but next meeting will be in April, followed by meeting in June.

AGENDA ITEM NO. 14: Update and Discussion Pertaining to In-Person SJRFPG Meeting Location(s).

Discussion/Action Items: Everyone was informed that the next Planning meeting will be held at the United Way building on Waugh Drive.

AGENDA ITEM NO. 15: Consider Agenda Items for Next Meeting

Discussion/Action Items:

1. Discussion of filling Upper Watershed position. Sponsor will post (pending) vacancy as soon as possible with a 30-day deadline. An executive meeting will be scheduled to take place 10 days after the 30-day application deadline and prior to the next Planning meeting on April 11th.
2. Items moving forward are the TWDB application and grant and Technical Consultant selection.
3. Status update from sponsor on RFQ (change the language from procurement to status on RFQ).
4. If a letter is received from Texas A&M (IDRT) Institute, add discussion item.

AGENDA ITEM NO. 16: Public Comments – Limit 3 Minutes Per Person

Discussion/Action Items:

No requests to make public comments.

2/8/2024

ITEM 5

Approval of Meeting Minutes

AGENDA ITEM NO. 17: Adjournment

Discussion/Action Items:

MEETING ADJOURNED: at 10:19am on 2/8/24.

Key Items:

- Agenda: Future agendas will read "Approval of Meeting Minutes" and will not include the meeting dates.
- April's Agenda: An Item will be added: "Discussion on ways SJRFPG can collaborate with IDRT".
- The October and December minutes will be included with February's minutes for approval at next April's meeting.
- Neil Gaynor's resignation from the Upper Watershed position is effective at the end of February 2024.
- Per the Board's request, the sponsor will immediately begin the solicitation process to fill a position prior to it being vacated.
- An executive meeting will be scheduled for March, prior to the next Planning meeting in April.

Erwin Burden, Secretary

Tim Buscha, Chair

2/8/2024

ITEM 6

**Liaison Reports Pertaining to Other Region(s)
Progress and Status and other Related Entities:**

- a. Trinity Region**
- b. Neches Region**
- c. Lower Brazos Region**
- d. Region H Water**
- e. Gulf Coast Protection District (GCPD)**

ITEM 7

Recommendation for selection of Upper Watershed representative

ITEM 8

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

ITEM 8



Region 6 Executive Summary

The proposed TWDB Request for Application requires the Regional project sponsor Harris County to submit a regional flood planning grant application leading to the possible award of contracts to develop a regional flood plan as described in 31 TAC Chapter 361. The objective is to complete the scope of work developed by Texas Water Development Board, which supports the regional flood planning group's 2028 Regional Flood Plan efforts in accordance with statute, rule, and guidance requirements.

Region 6 scope of work follows the scope of work provided by TWDB. The work is broken out into the following 18 tasks:

Task	Objective
1 Planning Area Description	The objective of this task is to prepare a standalone chapter to be included in the 2028 Regional Flood Plan that describes the Flood Planning Region (FPR).
2A Existing Condition Flood Risk Analysis	The objective of this task is to prepare a chapter to be combined with Task 2B and included in the 2028 Regional Flood Plan that describes the existing and future condition flood risk in the FPR.
2B Future Condition Flood Risk Analysis	The objective of this task is to prepare a chapter to be combined with Task 2A and included in the 2028 Regional Flood Plan that describes the existing and future condition flood risk in the FPR.
3A Evaluation and Recommendations on Floodplain Management Practices	The objective is to recognize the extent of the previous and current practices which may have increased flood risks, including residual risks, and consider broad floodplain management and land use approaches that will avoid increasing flood risks, and avoid negatively affecting neighboring areas
3B Flood Mitigation Needs Analysis	The objective is to conduct the analysis in a manner that will ensure the most effective and efficient use of the resources available.
3C Flood Mitigation and Floodplain Management Goals	The objective is to consider Guidance Principles under 31 TAC 362.3, Tasks 1-3B, input from the public, and other relevant information and consideration.
4A Identification and Evaluation of Potential Flood Management Evaluations and Potentially Feasible Flood Management Strategies and Flood Mitigation Projects	The objective is to use the analyses and decisions under Tasks 2A through 4A the RFPG must identify and evaluate potential FMEs, and identify and evaluate potentially feasible FMPs and FMSs, including nature-based solutions, some of which may have already been identified by previous evaluations and analyses by others
4B Prepare and Submit Technical Memorandum	The objective is to prepare and submit a Technical Memorandum
4C Performance of Identified Flood Management Evaluations	The objective of this task is to perform identified potential FMEs to, for example, evaluate flood risks in areas with currently limited flood risk data, and evaluate potential flood risk reduction solutions, including performing hydrologic and hydraulic modeling, feasibility studies, and preliminary engineering needed to identify, evaluate, and recommend additional potentially feasible FMPs. Additional FMPs that are identified and evaluated under this Task may be recommended under Task 5A. FMEs that are performed under this Task would not also be recommended as FMEs under Task 5B.

ITEM 8



5A	Recommendation of flood management evaluations, flood mitigation projects and flood management strategies	The objective of this task is to consider and recommend Flood Management Evaluations (FMEs), Flood Management Strategies (FMSs) and their associated Flood Mitigation Projects (FMPs) to be included in the 2028 Regional Flood Plan that describes the work completed, presents the potential FMEs, potentially feasible FMPs and FMSs, recommended and alternative FMPs and FMSs, including all the technical evaluations, and presents which entities will benefit from the recommended FMPs and FMSs.
5B	Recommend a list of flood management evaluations to be performed by TWDB	The objective of this task is for the RFPG to submit a list to TWDB that is a subset of the FMEs that were identified by the RFPG under Task 4A, and not performed under Task 4C, along with a request to TWDB to perform those FMEs on behalf of the RFPG, subject to TWDB's available resources. This Task relies on completed work under Tasks 2A through 4A. TWDB will complete performance of these FMSs with the intention of generating additional FMPs that will be in consideration for RFPGs for recommendation during the current or the following planning cycle.
6A	Impacts of Regional Flood Plain	The objective is to prepare a stand-alone Chapter 6 (including work from both Tasks 6A & 6B) to be included in the 2028 Regional Flood Plan. Any additional deliverables identified in the TWDB Flood Planning guidance documents.
6B	Contributions to and Impacts of Water Supply Development and the State Water Plan	The objective is to prepare a stand-alone Chapter 6 (including work from both Tasks 6A & 6B) to be included in the 2028 Regional Flood Plan. Any additional deliverables identified in the TWDB Flood Planning guidance documents.
7	Flood Response Information and Actives	The objective is to summarize the nature and type of flood responses and coordinate and communicate with entities in the region.
8	Administrative, Regulatory, and Legislative Recommendations	The objective of this task is to prepare a separate chapter to be included in the 2028 Regional Flood Plan that presents the RFPG's administrative, legislative, and regulatory recommendations.
9	Flood Infrastructure Financing Analysis	The objective of this task is to report on how sponsors of recommended FMPs propose to finance projects.
10	Public Participation and Plan Adoption	The objective of this task is to address public participation, public meetings, eligible administrative and technical support activities, and other requirements and activities eligible for reimbursement. Objectives also include activities necessary to complete and submit a draft and final Regional Flood Plan and obtain TWDB approval of the Regional Flood Plan.
11	Implementation and Comparison to Previous Regional Flood Plan	The objective of this task is to collect information from local sponsors of FMEs, FMSs, and FMPs.

The estimated budget developed and provided by TWDB for Region 6 is as follows:

Task	Cost
1 Planning Area Description	\$ 188,500.00
2A Existing Condition Flood Risk Analysis	\$ 263,900.00
2B Future Condition Flood Risk Analysis	\$ 263,900.00
3A Evaluation and Recommendations on Floodplain Management Practices	\$ 37,700.00
3B Flood Mitigation Needs Analysis	\$ 75,400.00
3C Flood Mitigation and Floodplain Management Goals	\$ 37,770.00

ITEM 8



SAN JACINTO REGIONAL FLOOD PLANNING GROUP
REGION 6

4A	Identification and Evaluation of Potential Flood Management Evaluations and Potentially Feasible Flood Management Strategies and Flood Mitigation Projects	\$ 377,000.00
4B	Prepare and Submit Technical Memorandum	\$ 75,400.00
4C	Performance of Identified Flood Management Evaluations	\$ 942,500.00
5A	Recommendation of flood management evaluations, flood mitigation projects and flood management strategies	\$ 377,000.00
5B	Recommend a list of flood management evaluations to be performed by TWDB	\$ 37,000.00
6A	Impacts of Regional Flood Plain	\$ 113,100.00
6B	Contributions to and Impacts of Water Supply Development and the State Water Plan	\$ 37,700.00
7	Flood Response Information and Actives	\$ 37,700.00
8	Administrative, Regulatory, and Legislative Recommendations	\$ 37,700.00
9	Flood Infrastructure Financing Analysis	\$ 75,400.00
10	Public Participation and Plan Adoption	\$ 754,000.00
11	Implementation and Comparison to Previous Regional Flood Plan	\$ 37,700.00
	Total	\$ 3,770,000.00

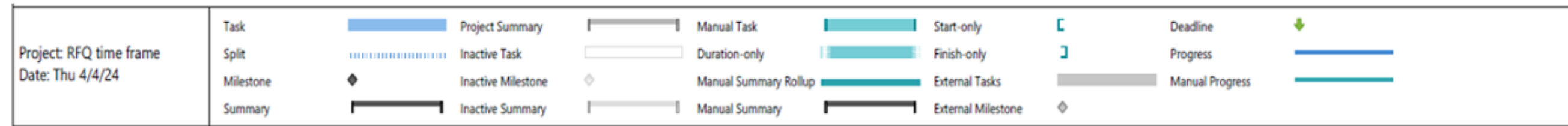
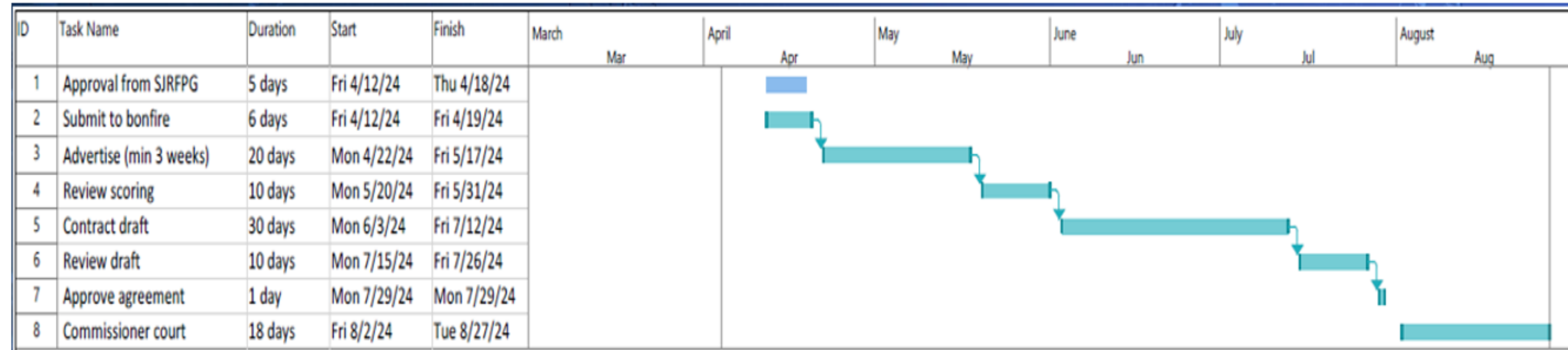
Region 6 Project milestone included in the grant application are as follows:

- Submission of RFA – 02/02/2024
- Solicitation for Technical Consultant – 05/03/24 -08/05/24
- Pre-planning Meeting for Public Input - 02/23/24 – 06/03/24
- Prepare and Submit Technical Memorandum – 05/01/25 -09/19/25
- Preparation and Submission of Draft – 09/01/25 – 02/26/27
- Adopt and Submit the 2028 RFP to TWDB – 11/02/27 – 01/10/28

ITEM 9

Discussion and possible action related to issuing the Request for Qualifications for and beginning the procurement process of the Technical Consultant for the 2028 Regional Flood Planning Cycle in accordance with applicable federal, state and the local sponsor's procurement requirements

ITEM 9



ITEM 10

Discussion of potential level of effort/cost impacts for amending the current Region 6 Flood Plan during the next planning cycle on the TWDB published scope for technical consultant

ITEM 11

Presentation of 2024 Planning Group Key Dates and Deadlines:

- a. Upcoming Planning Schedule Milestones
- b. Next RFPG Planning Meeting to be held on June 13, 2024

ITEM 12

Consider Agenda Items for Next Meeting

ITEM 13

Public Comments – Limit 3 Minutes Per Person

ITEM 14

Adjournment