



SAN JACINTO REGIONAL FLOOD PLANNING GROUP

**REGION 6**

**Region 6 - San Jacinto Regional  
Flood Planning Group  
Planning Meeting  
July 24, 2025  
9:00 AM  
Public Engagement 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**  
**April 17th, at 9:00 AM**  
**Public Engagement Meeting**  
**East Aldine Town Center**  
**2909 E Aldine Amphitheatre Dr, Houston, TX 77039, RM A**

<u>Voting Member</u>	<u>Interest Category</u> <u>(Executive Committee</u> <u>role)</u>	<u>Present (x) /Absent ( ) /</u> <u>Alternate Present (*)</u>
Augustus Campbell	Public #1 (At-Large member)	x
Connie Pothier	Small Business	x
Paul E. Lock	Electric Generating Utilities	x
Todd Burrer	Water Utilities	x
Imelda Diaz	Upper Watershed	x

<u>Liaisons from Other</u> <u>Entities</u>	<u>Entity</u>	<u>Present(x)/Absent( ) /</u> <u>Alternate Present (*)</u>
Brian Edmondson	FNI	X
Cory Stull	FNI	x
Maggie Puckett	FNI	x
Tanner Helweg	FNI	X

<u>Project Sponsor</u>	<u>Entity</u>	<u>Present(x)/Absent( ) /</u> <u>Alternate Present (*)</u>
Lea Sanford	Office of the County Engineer	X
Mike Garcia	Office of the County Engineer	X
Jonathan Spellman	Office of the County Engineer	X
Timothy Williams	Office of the County Engineer	

**Quorum:**

Number of voting members or alternates that were present: (5 ) total, (5) at time of quorum Number required for quorum per current voting membership of 3:5

**Attendees\*\*: Remote:**

*\*\*Meeting attendee names were gathered from the WebEx meeting platform.*

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April 17th, at 9:00 AM

Public Engagement Meeting

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### AGENDA ITEM 1: Call to Order

- Discussion/Action Items:
  - The meeting was called to order at 9:00 AM.

### AGENDA ITEM 2: Welcome and Roll Call

- Discussion/Action Items:
  - Roll call was conducted (see attendee list).
  - A quorum was established.

### AGENDA ITEM 3: Public Comments on Agenda Items

- Discussion/Action Items:
  - No public comments were submitted.

### AGENDA ITEM 4: Nominations, Discussion, and Action to elect Committee Chair, Vice Chair, and Secretary

- Discussion/Action Items:
  - After discussing officer roles (Chair, Vice Chair, and Secretary), the following motions were made:
    - **Chair:** Paul Lock moved to nominate **Todd Burrer**; seconded by Connie Pothier.
    - **Vice Chair:** Todd Burrer moved to nominate **Paul Lock**; seconded by Augustus Campbell.
    - **Secretary:** Paul Lock moved to nominate **Augustus Campbell**; seconded by Connie Pothier.
  - A single slate vote was taken, and the nominees were elected.
    - Yay – 4 | Nay – 0 | Abstain - 0

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## AGENDA ITEM 5: Approval of Meeting Minutes

- **Discussion/Action Items:**
  - Meeting Minutes were approved

## AGENDA ITEM 6: Task 1 Discussion – RFPG Public Survey and data collection

- **Discussion/Action Items:**
  - **Recap from 1<sup>st</sup> Cycle**
    - Public Meetings, Tools/Materials Developed, Regular Outreach
  - **Discuss Strategy for Distributing Survey**
    - Communication of the distributing will have a deadline will be set; but will still accept feedback after the deadline.
    - FNI will create a graphic timeline to distribute to the public
      - Key milestones and deadlines will be highlighted
    - RFPG will contact general public and regional stakeholders
    - FNI will leverage other established interest group contact database
  - **Discuss Strategy for Announcing Amendment #2**
    - Distribute to SJRFPG Contact database
    - Use Viewer to improve accessibility for stakeholders
  - **Brainstorm 2<sup>nd</sup> Cycle Outreach**
    - Public Meetings
      - Input on Flood prone areas
      - Types of FMEs, FMSs, and FMPs in the plan
    - Target regional stakeholders
      - 1:1 outreach
    - Strategy & Activities Discussion

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- Social media, Website, Email
- Input from small business organization
  - US Chamber of Commerce
  - List of small businesses provided by Connie Pothier
  - NFIB
- 2028 Flood Planning Cycle – Schedule
  - RFP Amendments Due to TWDB (April 1, 2025)
  - Tech Memo (Jan. 2026)
  - Submit FMEs to TWDB (March 2026)
  - Draft 2028 RFP Due (May 2027)
  - Final 2028 RFP Due (Jan. 2028)

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### AGENDA ITEM 7: Consider Agenda Items for Next Meeting

- Discussion/Action Items:
  - Mapping the Public Meeting and Timing
    - Depending on Public Comments
    - Will meet two additional time in 2025
      - July 24, 2025

### AGENDA ITEM 8: Public Comment(s) – Limit 3 Minutes Per Person

- Discussion/Action Items:
  - None

### AGENDA ITEM 9: Adjournment

- Discussion/Action Items:
  - The meeting was adjourned 10:07 am

# ITEM 5

## Review of 1<sup>st</sup> Planning Cycle Engagement Efforts



# Public Participation Summary – 1<sup>st</sup> Cycle

- **Public Meetings Held**
  - 5 public meetings: 2 virtual (2021), 3 open houses (May 2022 – 2 in-person, 1 virtual)
  - Included live Spanish interpretation and interactive, station-based formats
- **Ongoing Engagement**
  - 19 RFPG meetings, 16 Executive Committee, 7 Technical Committee, 4 Public Engagement Committee meetings
  - 13 presentations to community organizations and local stakeholders
- **Tools and Tactics**
  - Monthly e-blasts, bilingual educational materials, website with comment portal, social media (Facebook/Twitter)
  - Public Comment Management System tracked inquiries and responses
- **Key Focus**
  - Transparency, accessibility, and consistency
  - Adherence to Open Meetings Act and TWDB guidelines



# Lessons Learned

- **Opportunities to improve inclusivity**
  - Outreach efforts can continue to expand to better reach diverse communities.
- **Room to enhance communication frequency**
  - Website and social media updates can be shared more consistently.
- **Surveys can be refined**
  - Adjustments can be made to improve clarity and relevance of survey questions.
- **Tracking can be strengthened**
  - Metrics can be used more consistently to document outreach and engagement.
- **Additional outreach tools can support flexibility**
  - Tools like “Meetings-in-a-Box” can help extend engagement into more community spaces.

# ITEM 6

## Discussion Engagement Goals for 2<sup>nd</sup> Planning Cycle



# Communications Plan Goals

- **Purpose**

- Provide a clear, consistent strategy to engage the public and stakeholders in the second planning cycle—reinforcing what worked, addressing gaps, and aligning with TWDB guidance and best practices.

- **Key Goals**

- Build on first-cycle successes while refining outreach strategies
- Use varied tools to support evolving stakeholder needs
- Communicate clearly and consistently across all platforms
- Increase awareness of RFPG efforts and flood risk reduction
- Offer inclusive, accessible opportunities for public input
- Track engagement to support continuous improvement



# Website Updates

- **Enhanced Experience**

- More frequent updates highlighting planning progress and engagement opportunities
- Improved visual design with a clean, interactive, and mobile-friendly layout

- **Key Features**

- **Background & Key Documents:** Clear overview of RFPG goals and planning objectives
- **Meeting Information:** Easy access to agendas, minutes, and upcoming events
- **Technical Resources:** Amended Regional Flood Plan, appendices, and technical memoranda
- **Interactive Tools:** Visually engaging StoryMap with chapter-by-chapter summaries
- **Public Engagement:** Comment portal and email sign-up for timely updates
- **FAQs:** Streamlined answers to common questions

## ITEM 7

### Discuss Public/Stakeholder Awareness Methods and Tools

- a. Digital Tools
- b. Surveys and Feedback Mechanisms
- c. In-person Strategies
- d. Partnership Opportunities



# Public & Stakeholder Awareness

- **Digital Tools**
  - Website serves as central hub for updates, documents, and feedback
  - Social media (Facebook, Twitter/X) promotes events and key messages
  - StoryMap and online visuals simplify technical content
- **Surveys & Feedback Mechanisms**
  - Bilingual online surveys tailored for general public and key stakeholders
  - Public Comment Management System tracks input and follow-up
- **In-Person Strategies**
  - Open house–style meetings with interactive stations
  - “Meetings-in-a-Box” kits support participation at local events
  - Targeted briefings with elected officials and agency staff
- **Partnership Opportunities**
  - Collaboration with local organizations and advocacy groups
  - Use of partner networks to promote participation and distribute materials
- **Media**
  - Press releases and meeting announcements shared with local media
  - Centralized media protocol ensures consistency and accuracy in outreach

## ITEM 8

# Discuss Timing and Format of Initial Outreach Activities in 2<sup>nd</sup> Planning Cycle



# Proposed Communications Activities

- **Seeking RFPG Input and Direction on:**
  - **Monthly eBlasts** – Regular updates to maintain awareness of RFPG efforts and key milestones
  - **Public Meeting Logistics** – Plan for initial public meetings in early 2026 (Jan/Feb), including:
    - Discussion of locations and format
    - Discussion on awareness tools and tactics
    - Discussion on informational materials (handouts, visuals, and maps to support stakeholder understanding)
  - **Meeting-in-a-Box Toolkit** – Templates and materials (handouts, exhibits, maps) for consistent use across events
  - **Informational Video** – Standalone resource and part of the Meeting-in-a-Box toolkit
  - **Social Media Content** – Focus on education, awareness, and key planning updates

## ITEM 9

**Consider Agenda Items for Next Meeting**

# ITEM 10

## Public Comments – Limit 3 Minutes Per Person

# ITEM 11

# Adjournment