

**Meeting Minutes**  
**Region 2 Lower Red-Sulphur-Cypress Flood Planning Group Public Meeting**  
**December 7, 2023**  
**2:00 p.m.**

at  
**Small Business Development Center, 105 North Riddle, Mount Pleasant, TX 75455, and Via Zoom**  
**Webinar/Teleconference**

**Roll Call:**

<u>Voting Member</u>	<u>Interest Category</u>	<u>Present (x) / Absent ( ) / Alternate Present (*)</u>
	Agricultural interests	
Andy Endsley	Counties	X
W. Greg Carter	Electric generating utilities	X
Laura-Ashley Overdyke	Environmental interests	X
Casey Johnson	Industries	
Dustin Henslee	Municipalities	
Troy Hudson	Public	
R. Reeves Hayter	River authorities	X
Kelly Mitchell	Small business	
David Weidman	Water districts	X
	Water utilities	

<u>Non-voting Member</u>	<u>Agency</u>	<u>Present(x)/Absent( )/ Alternate Present (*)</u>
James (Clay) Shipes	Texas Parks and Wildlife Department	X
Andrea Sanders	Texas Division of Emergency Management	
Darrell Dean	Texas Department of Agriculture	X
Tony Resendez	Texas State Soil and Water Conservation Board	X
Trey Bahm	General Land Office	
Anita Machiavello	Texas Water Development Board (TWDB)	X
Michelle Havelka	Texas Commission on Environmental Quality	
Lisa M. Mairs	USACE, Galveston District	X
Travis Wilsey	USACE, Tulsa District	
Randy Whiteman	RFPG 1 Liaison	
Ellen Mott	Red River Valley Association	
Jason Dupree	TxDOT – Atlanta District	X
Dan Perry	TxDOT – Paris District	

**Quorum:**

Quorum: **Yes**

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

Number required for quorum per current voting membership of **10: 5**

**Other Meeting Attendees: \*\***

Paul Prange – ATCOG

Mary Beth Rudel – ATCOG

Kathy McCollum - ATCOG

Joshua McClure – Halff Associates Team

Parker Moore – Halff Associates Team

David Rivera – Halff Associates Team

Cynthia Nolasco – TWDB

Caroline Jones – F&N

Lance Liggett - TDEM

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

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

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

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

Reeves Hayter called the meeting to order at 2:14 p.m.

**AGENDA ITEM NO. 2: Welcome**

Reeves Hayter welcomed members and attendees to the Region 2 Lower Red-Sulphur-Cypress Flood Planning Group meeting and specifically recognized Cynthia Nolasco and Anita Machiavello from the TWDB.

**AGENDA ITEM NO. 3: Confirmation of attendees / determination of a quorum**

Reeves Hayter asked ATCOG staff member, Paul Prange, to conduct a roll call of attendees. Each present voting and non-voting member of the Region 2 Lower Red-Sulphur-Cypress RFPG introduced themselves, establishing that a quorum had been met. Five voting members were present along with six non-voting members.

**AGENDA ITEM NO. 4: Public comments – limit 3 minutes per person**

Reeves Hayter opened the floor for public comments. No public comments were received.

**AGENDA ITEM NO. 5: \*Consider approval of minutes for the meetings held Thursday, June 15, 2023**

Reeves Hayter opened the floor for discussion and approval of the minutes from the previous meeting. A request to correct a typographical error was made by Greg Carter. A motion was made by Laura - Ashley Overdyke and was seconded by Greg Carter to approve the minutes as corrected. The motion carried unanimously.

**AGENDA ITEM NO. 6: \*Consider approval of applications submitted by interested parties, to serve as a voting member of the Region 2 Flood Planning Group, representing the categories of *Agricultural Interests and Water Utilities Interests***

Reeves Hayter announced that Preston Ingram and Susan Whitfield resigned from the flood planning group due to taking on additional duties at work. Mr. Hayter stated that the applications have been posted for well over a month and no one has applied so far. Mr. Hayter asked the group to encourage anyone with agricultural or water utilities backgrounds to submit their applications for these open positions if they are interested in serving on the Region 2 Flood Planning Group Board of Directors during round 2. Andy Endsley stated that he knew of a possible candidate for the water utilities category. Mr. Hayter asked Mr. Endsley to provide him with the person's contact information and Mr. Endsley agreed to do so.

**AGENDA ITEM NO. 7: \*Discuss and consider authorizing the RFPG Sponsor to apply for grant funds and enter into a contract with TWDB on behalf of the RFPG**

Reeves Hayter turned the floor over to Paul Prange and Mary Beth Rudel to discuss the application process. Mr. Prange stated that the TWDB guidelines require the board to authorize the sponsor to submit an application for funding. The proposed funding amount for Region 2 is \$2,078,400.00. This application is due to TWDB by February 22, 2024. Mrs. Rudel concurred with this process. Mr. Hayter stated that he appreciates ATCOG for taking on the task of Region 2 Flood Planning Group Sponsor for the next five years and asked for a motion to authorize ATCOG to submit an application to the TWDB.

Greg Carter Made a motion and Laura-Ashley Overdyke seconded the motion. The motion carried unanimously.

### **PRESENTATIONS**

#### **AGENDA ITEM NO. 8: Texas Water Development Board Update**

Reeves Hayter turned the floor over to Anita Machiavello, who stated that on November 30<sup>th</sup> the TWDB sent out their regional flood planning update in a newsletter for the month of November. The newsletter contains a working timeline with important dates relating to the transition from Round 1 to Round 2 of flood planning. Links to the application for funding are also included in the newsletter, along with an updated scope of work and funding allocations for Round 2. Ms. Machiavello also announced that the regional state flood plan administrative rules were amended in October by the TWDB and became effective on November 1, 2023. Currently TWDB is reviewing all the RFI responses that were received from each region and will provide acceptance emails in January 2024. Second RFI emails will be sent out next week for responses, which will be due one week later. Ms. Machiavello introduced a new TWDB staff member who will be working with Regions 1 and 2. Cynthia Nolasco provided a brief introduction. Ms. Machiavello announced that TWDB also has a new RFP Manager, Mike Kelly. Lastly, Ms. Machiavello announced that the TWDB plans to conduct a webinar in January, focusing on the RFA process, and she asked that the sponsors refrain from submitting their applications until after the webinar.

#### **AGENDA ITEM NO. 9: Region 1 Canadian-Upper Red Regional Flood Planning Group Updates**

Reeves Hayter announced that no action will be taken on this agenda item since the Region 1 liaison was not in attendance at this meeting.

### **TECHNICAL CONSULTANT UPDATE**

#### **AGENDA ITEM NO. 10: Technical Presentation by Halff Associates, Inc.**

- 1. Planning Process Update**
  - a. Regional Flood Plan accepted by TWDB on July 25, 2023**
  - b. Amended Regional Flood Plan submitted on July 14, 2023**
    - 1. Comments received from TWDB November 7, 2023**
    - 2. Response due November 20, 2023**
    - 3. Revisions and all work must be complete by December 29, 2023**
  - c. TWDB Preparing State Flood Plan for submittal by September 1, 2024**
- 2. Additional work performed by consultant**
  - a. Preparing more detailed documentation of FMS/Ps for use by sponsors**

Reeves Hayter turned the floor over to Joshua McClure who presented a brief technical update to the group focusing on the timeline of deliverables mentioned earlier by Anita Machiavello. Mr. McClure announced that Halff Associates received comments from the TWDB in early November and they were due on November 20, 2023. The comments related to GIS files and various tables. They were addressed and submitted to the TWDB by the due date. The comments did not pertain to the text of the report, so

no changes were required. Mr. McClure stated that there is no work left to do from a technical consultant standpoint unless the TWDB provides additional comments. Mr. Hayter asked Mr. McClure to elaborate on the preparation of more detailed documentation of FMS/Ps for use by the sponsor. Mr. McClure stated that he has prepared a few memos which include additional information for cities with FMEs to help them explore future options. Mr. Hayter asked Mr. McClure to send a list of the memos to the flood planning group.

Reeves Hayter asked Anita Maciavello and Joshua McClure about the six counties located in Region 2 that have no floodplain maps at all. Mr. Hayter mentioned the data contained in the Floodplain Quilt on our website and some BLE data that has not currently been added to floodplain maps, and asked when this data might become available. Mr. McClure stated that the BLE data has been completed and is in the possession of the TWDB to be posted. FEMA plans to take the BLE data for Region 2 and create floodplain maps for areas that do not currently have any floodplain information over the next few years. Mr. McClure encouraged the flood planning group and the individual counties to contact FEMA and ask them to accelerate the process in the counties that have no floodplain maps. Andy Endsley briefly discussed this need in Delta and Franklin Counties.

#### **OTHER BUSINESS**

##### **AGENDA ITEM NO. 11: Update from Planning Group Sponsor**

Reeves Hayter turned the floor over to Paul Prange who announced the timeline of events to begin Round 2 of the flood planning process. The application is due to TWDB on or February 22, 2024; the funding amount allocated for Region 2 is \$2,078,400.00; contracts will be executed in May of 2024; and procurement of a technical consultant follows contract execution. Mary Beth Rudel provided the group with a draft flyer to consider adding to our public outreach efforts during Round 2. Mr. Hayter asked what the intended audience would be for the flyer and Mrs. Rudel replied; social media, RFPG2 website, ATCOG website, other COG websites, websites of various water planning entities and water supply providers throughout the region. Brief discussion took place among the group.


##### **AGENDA ITEM NO. 12: Consider date and agenda items for next meeting**

Reeves Hayter opened the floor for discussion. The Region 2 RFPG board members agreed to conduct the next Region 2 Flood Planning Group Board of Directors Meeting on Thursday, February 1, 2024, at 2:00 p.m. at location to be determined and via webinar/teleconference. Potential agenda items may include approval of the completed Region 2 application to TWDB and the election of officers.

##### **AGENDA ITEM NO. 13: Adjourn**

Reeves Hayter made a motion to adjourn, and it was seconded by seconded by David Weidman. The motion carried and the meeting was adjourned at 2:49 p.m.

*Approved by the Region 2 Lower Red-Sulphur-Cypress RFPG at a meeting held on 2/01/2024.*

  
Reeves Hayter, CHAIR