

**Meeting Minutes**  
**Region 2 Lower Red-Sulphur-Cypress Flood Planning Group Meeting**  
**October 7, 2021**  
**2:00 p.m.**

**Ark-Tex Council of Governments Office, Texarkana, TX and Via Zoom Webinar/Teleconference**

**Roll Call:**

<u>Voting Member</u>	<u>Interest Category</u>	<u>Present (x) / Absent ( ) / Alternate Present (*)</u>
Preston Ingram (William)	Agricultural interests	
Andy Endsley	Counties	X
W. Greg Carter	Electric generating utilities	X
Laura-Ashley Overdyke	Environmental interests	X
Clark Crandall	Industries	
Dustin Henslee	Municipalities	X
Kirby Hollingsworth	Public	X
R. Reeves Hayter	River authorities	X
Kelly Mitchell	Small business	X
Joseph W. Weir III	Water districts	X
Susan Whitfield	Water utilities	X

<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	X
Darrell Dean	Texas Department of Agriculture	X
Tony Resendez	Texas State Soil and Water Conservation Board	
Trey Bahm	General Land Office	
Anita Machiavello (Morgan White - Alternate)	Texas Water Development Board (TWDB)	X
Michelle Havelka	Texas Commission on Environmental Quality	X
Darlene Prochaska	USACE, Fort Worth District	X
Travis Wilsey	USACE, Tulsa District	
Randy Whiteman	RFPG 1 Liaison	X
Richard Brontoli	Red River Valley Association	X
Jason Dupree	TxDOT – Atlanta District	X
Dan Perry	TxDOT – Paris District	X

**Quorum:**

Quorum: **Yes**

Number of voting members or alternates representing voting members present: **9**

Number required for quorum per current voting membership of **11: 6**

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

Chris Brown - ATCOG

Paul Prange – ATCOG

Joshua McClure – Halff Associates Team

David Rivera – Halff Associates Team

Kimberly Miller - Halff Associates Team

Parker Moore – Halff Associates Team

Tyler Ogle – Halff Associates Team

Jarred Overbey – Halff Associates Team

Chris Hartung

\*\*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 2:08p.m.

**AGENDA ITEM NO. 2: Welcome**

Reeves Hayter welcomed members and attendees to the Region 2 Lower Red-Sulphur-Cypress Flood Planning Group meeting.

**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. Nine voting members were present and three non-voting members were absent.

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

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

**ACTION ITEMS**

**AGENDA ITEM NO. 5: Consider approval of minutes for the meeting held Thursday, September 2, 2021:**

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

**AGENDA ITEM NO. 6: Discuss and Consider approval of administrative billings, certifying the current billing is correct and necessary for the administrative operations of the Region 2 RFPG and Planning Group Sponsor:**

Reeves Hayter handed the floor over to Chris Brown who stated that ATCOG will present this item at the next RFPG2 meeting in November 2021. The item was tabled.

**AGENDA ITEM NO. 7: Discuss and Consider approval of the Technical Consultant invoices:**

Reeves Hayter handed the floor over to Chris Brown who asked that his item also be revisited at the November 2021 RFPG2 meeting. The item was tabled.

**AGENDA ITEM NO. 8: Discussion and potential action to authorize the Planning Group Sponsor to negotiate and execute an amendment to the Regional Flood Planning Grant contract with the TWDB, to incorporate additional funding for the first cycle of regional flood planning, including necessary revisions to the contract scope of work and budget:**

Reeves Hayter handed the floor over to Chris Brown, who asked Anita Machiavello with the TWDB to elaborate on this agenda item. Ms. Machiavello announced that the TWDB staff are currently compiling the contract amendment language into a new document which will be provided to the Region 2 Flood Planning Group in mid to late October 2021. Joshua McClure stated that the contract amendment would have to be reviewed and agreed upon by ATCOG and Halff Associates before being implemented. Chris Brown stated that once the amended contract has been agreed upon, the RFPG2 Board of

Directors would vote to officially adopt the new contract at a future meeting. Joshua McClure announced that Region 2 received a larger percentage of supplemental funds from the TWDB due to revisions made to the allocation formula. Reeves Hayter asked the RFPG2 members for a vote to approve this agenda item. A motion was made by Kelly Mitchell and seconded by Dustin Henslee. The motion carried unanimously.

**AGENDA ITEM NO. 9: Discussion and potential action to authorize the Planning Group Sponsor to negotiate and execute an amendment to the Regional Flood Planning Grant subcontract with the technical consultant, Halff Associates, Inc., to incorporate additional funding for the first cycle of regional flood planning, including necessary revisions to the contract scope of work and budget:**

Reeves Hayter opened the floor up for discussion. Dustin Henslee made a motion to approve this agenda item and the motion was seconded by Greg Carter. The motion carried unanimously.

**PRESENTATIONS**

**AGENDA ITEM NO. 10: Texas Water Development Board Update:**

Reeves Hayter handed the item over to Anita Machiavello from the TWDB. Ms. Machiavello stated that TWDB met on September 23, 2021 and approved the contract revisions to allow for supplemental funding and the draft amendment will include a new Scope of Work. Ms. Machiavello also stated that an extension was provided for the technical memorandum, relating specifically to Task 2A- Existing Conditions, but that the January 7, 2022 deadline is still in effect for all other deliverables. Brief discussion took place between the RFPG2 board members and the Halff Associates team members regarding the timeframe of these deliverables.

**TECHNICAL CONSULTANT UPDATE**

**AGENDA ITEM NO. 11: Task 1 – Planning Area Description**

**a. Summary of Findings**

Reeves Hayter turned the floor over to Joshua McClure from Halff Associates to conduct the presentation. Mr. McClure introduced fellow team members Parker Moore, David Rivera and Kimberly Miller and then announced that today's presentation will be focusing on Chapter's 1- 4 and the associated Tasks. Mr. McClure then called on Kimberly Miller to present information relating to Task/Chapter 1 – Planning Area Description. Ms. Miller conducted a slide presentation focusing on current and projected population, NFIP participation, social vulnerability index, largest industry per county by revenue, USDA National Agricultural Statistics Service (NASS) CropScape Land Cover, data collection website, summary of flood plan and regulations provided via survey, types of resilience measures based on survey, and proposed projects by type. Much discussion took place between the RFPG2 board members and the Halff Associates Team. Reeves Hayter asked Kimberly Miller about the HUC8 legend units of measure and the social vulnerability index. Ms. Miller stated that the HUC8 units of measure referred to people per square mile and that there were about 13 different variables that contributed to determining the social vulnerability index, adding that the more vulnerable a region is, the more likely it is to receive grant funding for projects by the TWDB. Laura-Ashley Overdyke asked Ms. Miller if the types of regulations, resilience measures, and types of projects could be ranked prior to approval by the Region 2 Flood Planning Group. Ms. Miller stated that they could, indeed.

**AGENDA ITEM NO. 12: Task 2 – Flood Risk Analyses**

**b. Status Update**

Reeves Hayter handed the floor over to Joshua McClure to present information relating to Task/Chapter 2 – Flood Risk Assessment. Mr. McClure conducted a brief slide presentation focusing on fathom data and schedule impacts, while noting that a partial technical memorandum is still due to TWDB on January 7, 2022 with the remaining portions due on March 7, 2022. No discussion took place among the RFPG2 board members.

**AGENDA ITEM NO. 13: Task 3A and 3B – Recommended Floodplain Management Practices and Goals**

**c. \*RFPG Vote on Recommended Standards**

**d. \*RFPG Vote on Flood Mitigation and Floodplain Management Goals**

Reeves Hayter turned the floor over to David Rivera who conducted a slide presentation focusing of Task/Chapter 3 – Flood Mitigation and Floodplain Management Goals. Mr. Rivera presented information relating to recommended floodplain management standards and floodplain management goals. The floodplain management standards referred to residential and commercial properties, critical facilities, roadways, culverts/bridges, storm drainage systems, detention facilities, and mapping coverage. The floodplain management goals referred to education and outreach, flood warning and readiness, flood studies and analysis, flood prevention, non-structural flood infrastructure, and structural flood infrastructure. Much discussion took place among the Region 2 Flood Planning Group members and the Halff Associates Team relating to making amendments to the standards and goals, such as adopting TXDOT standards relating to culverts/bridges and storm drainage systems, adding another non-structural flood infrastructure goal, and lowering the short term and long term percentages in the flood prevention and structural flood infrastructure goal categories. Reeves Hayter opened the floor up for a vote on agenda item 13 c. Greg Carter made a motion to approve the item with amended recommendations from the board and Dustin Henslee seconded the motion. The motion carried unanimously. Reeves Hayter then opened the floor up for a vote on item 13 d. A motion was made by Dustin Henslee to approve the item as amended by the board and Laura-Ashley Overdyke seconded the motion. The motion carried unanimously.

**AGENDA ITEM NO. 14: Task 4A and 4B – Assessment and Identification of Mitigation Needs**

**e. \*RFPG Vote on Process for Identification and Evaluation of FMEs, FMPs, and FMSs**

Reeves Hayter turned the floor over to David Rivera who conducted a slide presentation focusing on Task/Chapter 4 – Flood Mitigation Needs Analysis. Mr. Rivera discussed (Task 4A) the process for identifying areas of greatest need including; greatest flood risk knowledge gaps (FME) and greatest known flood risk and flood mitigation needs (FMS, FMP) and (Task 4B) the process for identifying FMEs, FMSs, and FMPs. Discussion took place among the Region 2 board members to consider approval of the process to identify potential FMEs and potentially feasible FMSs and FMPs. Reeves Hayter opened the floor up for a vote on agenda item 14 and Greg Carter made a motion to approve this agenda item. Reeves Hayter seconded the motion. The motion carried unanimously.

**AGENDA ITEM NO. 15: Additional Funding Discussion**

Reeves Hayter turned the floor over to Joshua McClure to present information relating to additional flood planning funds. Mr. McClure announced that the 2021 Texas Legislature approved and additional \$10 million in funding for the State Flood Plan (40% increase) and that Region 2 received and additional \$576,600 in funding for FMEs and FMPs.

**AGENDA ITEM NO. 16: Schedule Update**

Reeves Hayter turned the floor over to Joshua McClure who provided a summary of activities and deliverables due between November 2021 and March 2022.

**OTHER BUSINESS**

**AGENDA ITEM NO. 17: Update from Planning Group Sponsor**

Reeves Hayter turned the floor over to Chris Brown who announced that at the November 2021 meeting, the RFPG2 Board of Directors will vote to appoint a new voting member to replace Clark Crandall in the category of "Industries". Mr. Brown also announced that the RFPG2 Board of Directors will need to vote to appoint a new Executive Committee member "At Large". Reeves Hayter asked if ATCOG had received any nominations to date and Chris Brown stated that a nomination was submitted during this meeting via email.

**AGENDA ITEM NO. 18: 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 meeting on Thursday, November 4, 2021 at 2:00p.m. at a location to be determined, and via webinar/teleconference.

**AGENDA ITEM NO. 19: Adjourn**

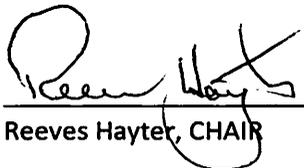
Reeves Hayter opened the floor to adjourn the meeting.

A motion was made by Dustin Henslee and Seconded by Greg Carter.

The vote to adjourn was passed by unanimous consent.

The meeting was adjourned at 5:10p.m. by Reeves Hayter.

*Approved by the Region 2 Lower Red-Sulphur-Cypress RFPG at a meeting held on 11/4/2021.*

  
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Reeves Hayter, CHAIR