

Meeting Minutes
Region 2 Lower Red-Sulphur-Cypress Flood Planning Group Meeting
April 1, 2021
2:00 p.m.
Franklin County Sheriff's Office
208 TX Hwy 37, Mt. Vernon, TX, 75457
and
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	X
Andy Endsley	Counties	X
W. Greg Carter	Electric generating utilities	X
Laura-Ashley Overdyke	Environmental interests	X
Clark Crandall	Industries	X
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	
Brian Hurtuk	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	X
Anita Machiavello	Texas Water Development Board (TWDB)	X
Michelle Havelka	Texas Commission on Environmental Quality	X
Darlene Prochaska	USACE, Fort Worth District	x
Randy Whiteman	RFPG 1 Liaison	x

Quorum:

Quorum: **Yes**

Number of voting members or alternates representing voting members present: **11**

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

Other Meeting Attendees: **

Chris Brown - ATCOG
Paul Prange - ATCOG
Jarred Overbey – Halff Associates Team
Joshua McClure – Halff Associates Team
David Rivera – Halff Associates Team
Jim Keith – Halff Associates Team
Kayla Wood – Halff Associates Team
Stephanie Griffin – Halff Associates Team
Scott Hubley – Halff Associates Team
Lindsey Hutson – Halff Associates Team
Melissa Beasley – Halff Associates Team
Matt Bucchin – Halff Associates Team
Jena Hanson – Halff Associates Team
Heather Harris – Carollo Engineers Team
Tony Smith – Carollo Engineers Team
Stan Hayes – Carollo Engineers Team
Barney Austin – Carollo Engineering Team
Andrew Smith – Carollo Engineers Team
Walt Sears – NETMWD
Hector Rivera
Robert Johnson
Dustin Meyer – PRPC
Vince DeCapio
Morgan White – TWDB
Matt Nelson – TWDB
James Bronikowski – TWDB
Hayley Gillespie - TWDB

**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 2:12p.m. A roll call of the planning group members was taken to record attendance and a quorum was established prior to calling the meeting to order.

AGENDA ITEM NO. 2: Welcome

Reeves Hayter welcomed members to the meeting and Chris Brown asked ATCOG staff member, Paul Prange to conduct a roll call of attendees.

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

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. All voting members were present and only two non-voting members were absent.

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

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

AGENDA ITEM NO. 5: TWDB Update:

a. Pre-Planning Meeting Presentation and Discussion p.3)

Anita Machiavello announced that the contract between the TWDB and ATCOG has been approved for the Region 2 Lower Red-Sulphur-Cypress RFPG and coordination is ongoing regarding the sub-contract between ATCOG and the technical consultant. Anita stated that two pre-planning meetings are required by each flood planning group and she conducted a slide presentation for the RFPG 2 board members, highlighting the public meeting requirements. Anita presented information relating to the pre-planning meeting background and regional flood planning, including the flood planning timeline. Anita also discussed the key tasks of the Regional Flood Planning Groups and presented information relating to flood mitigation practices. Finally, Anita stressed the importance of public input in the flood planning process and stated that there will be many opportunities for public input throughout the development of the regional flood plan. Reeves Hayter stated that the board asked Anita to conduct this presentation at the previous Region 2 Lower Red-Sulphur-Cypress RFPG meeting.

ACTION ITEMS

AGENDA ITEM NO. 6: Approval of minutes from the previous meeting held on Thursday, March 4, 2021 (p.11)

Reeves Hayter opened the floor for discussion and approval of the minutes from the previous meeting. No discussion took place among the board members. A motion was made by Joseph Weir and was seconded by Clark Crandall to approve the minutes as presented. The motion carried unanimously.

AGENDA ITEM NO. 7: Presentations and Discussion of submitted proposals in response to the Request for Qualifications (RFQ) for Technical Services for the 2023 Regional Flood Plan.

Reeves Hayter announced that the Ark-Tex Council of Governments (ATCOG) and the Region 2 Lower Red-Sulphur-Cypress Regional Flood Planning Group solicited proposals from technical consultants, in accordance with the Texas Water Development Board (TWDB) guidelines and received two proposals from interested parties. Mr. Hayter stated that both consultants were highly qualified and capable of

performing the tasks required to develop a regional flood plan. Mr. Hayter then announced that Halff Associates and Carollo Engineers would each be allowed to conduct a presentation to the board members prior to scoring the proposals and selecting a technical consultant.

a) Halff Associates

Project Manager, Joshua McClure, introduced himself and the consulting team consisting of representatives from Halff Associates, Freese and Nichols, MTG Engineers and Surveyors and H2O Partners. Each team member provided detailed information regarding their approach for developing a regional flood plan. During this presentation much discussion took place between the RFPG 2 board members and the Halff Associates team members. Once the presentation was concluded, the consulting team was asked to step out of the room for further discussion and consideration by the RFPG 2 board members.

b) Carollo Engineers

Project Manager, Heather Harris, introduced herself and the consulting team consisting of Carollo Engineers, Hayes Engineering, Black & Veatch and Aqua Strategies. Each team member provided detailed information regarding their approach for developing a regional flood plan. During this presentation much discussion took place between the RFPG 2 board members and the Carollo Engineering team members. Once the presentation was concluded, the consulting team was asked to step out of the room for further discussion and consideration by the RFPG 2 board members.

AGENDA ITEM NO. 8: Discuss and Consider action on selection of firm to perform Technical Consulting Services for the 2023 Regional Flood Plan.

Reeves Hayter opened the floor for discussion and consideration of action in selecting a technical consultant. Discussion commenced among the RFPG 2 board members prior to submitting the score sheets for tabulation. Each RFPG 2 board member submitted their score sheets to Chris Brown for tabulation. The results indicated that Halff Associates received 887 total points and Carollo Engineering received 860 total points. A consensus was reached by the RFPG 2 board members to take action on selecting a technical consultant for the development of the regional flood plan. The Region 2 Lower Red-Sulphur-Cypress Regional Flood Planning Group agreed to select Halff Associates as the technical consultant to develop the 2023 Regional Flood Plan during the first planning cycle and authorized ATCOG to enter into negotiations with Halff Associates to develop a contract for services, in accordance with TWDB guidelines. Mr. Hayter opened the floor for a motion to approve Halff Associates as the technical consultant. Andy Endsley made a motion and Greg Carter seconded the motion. The motion carried unanimously. Reeves Hayter invited both technical consulting teams back into the room and thanked each of them for their interest in the region 2 flood planning process and for their presentations. The results were then announced to both technical consulting teams.

OTHER BUSINESS

AGENDA ITEM NO. 9: Update from Planning Group Sponsor

Reeves Hayter turned the floor over to Chris Brown for updates.

a) ATCOG/TWDB Group Sponsor Contract

Chris Brown stated that ATCOG has signed the contract from the TWDB to administer the Region 2 Lower Red-Sulphur-Cypress Regional Flood Planning Group and expects that the contract will be executed within approximately two weeks.

b) Contact with Army Corps of Engineers for appointment to new, non-voting member positions

Chris Brown stated that he had contacted the Tulsa and Fort Worth Districts requesting participation with the development of the Region 2 Flood Plan, and that each district has appointed a representative to serve as a non-voting member on the Region 2 Flood Planning Group. Mr. Brown introduced Darlene Prochaska from the Fort Worth District and announced that Travis Wilsey from the Tulsa District, was unable to attend today's meeting, due to a prior commitment.

AGENDA ITEM NO. 10: 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, May 6, 2021 at 2:00p.m. via webinar/teleconference.

AGENDA ITEM NO. 11: Adjourn

Reeves Hayter opened the floor for a motion to adjourn the meeting.

Greg Carter made a motion to adjourn.

Kirby Hollingsworth seconded the motion to adjourn.

The board members unanimously agreed.

The vote to adjourn was passed by unanimous consent.

The meeting was adjourned at 5:31p.m. by Reeves Hayter

Approved by the Region 2 Lower Red-Sulphur-Cypress RFPG at a meeting held on 3/4/2021.

Reeves Hayter, CHAIR