

Region 8 - Lower Brazos

Regional Flood Planning Group

LOWER BRAZOS REGIONAL FLOOD PLANNING GROUP

Thursday, February 22, 2024

10:00 AM

Brazos River Authority

4600 Cobbs Dr., Waco, TX 76710

Region 8 - Lower Brazos

Regional Flood Planning Group

- 1. Call Meeting to Order and Attendance**
- 2. Public Input - comments on agenda items or flood planning issues (limited to 3 minutes each)**
- 3. Consent Agenda**
 - 1. Approval of Minutes from the December 7, 2023 meeting**
 - 2. Approval and Certification of the Finance Report Expenditures**

Meeting Minutes

REGION 8 - LOWER BRAZOS REGIONAL FLOOD PLANNING GROUP

Brazos River Authority, 4600 Cobbs Dr. Waco, TX 76710

10:00 a.m. – Thursday, December 7, 2023

Hybrid Meeting via Microsoft Teams

Meeting agenda, materials, and audio recordings are available online at www.lowerbrazosflood.org

1. Call Meeting to Order and Attendance

Mr. Anthony Beach presided over the meeting in Waco, TX. Mr. Beach called the meeting to order at 10:01 am.

Susan Alford	P	David Lilly	A
Anthony Beach	P	Glenn Lord	P
Carl Burch	A	Matt Phillips	P
Sujeeth Draksharam	P	Mark Vogler	P
Charlotte Gilpin	P	Brandon Wade	A
Alysha Girard	P	Claudia Wright	P

Quorum Present: **Yes**. A quorum is 7 of 12 voting members.

2. Public Input - Public comments on agenda items or flood planning issues (limited to 3 minutes each)

Anthony Beach opened the floor for public comments. Lisa Gossett provided public comments to the RFPG.

3. Consent Agenda

3.1. Approval of Minutes from the June 22, 2023 meeting

3.2. Report, Approval and Certification of the Finance Report Expenditures

Anthony Beach opened the floor for approval of the consent Agenda Items. The consent agenda items were approved as presented. Sujeeth Draksharam made the motion to approve the consent agenda items and Glenn Lord seconded the motion. The motion passed unanimously.

4. Report, discussion, and possible action on update from Region 8 Technical Consultant

4.1. Updates on the Comments received from TWDB on the Final Report and proposed response to these comments

The Technical Consultant Team provided a brief overview of the comments received from the Texas Water Development Board on the Regional Flood Plan Report submitted in July. The Technical Consultant Teams also provided a summary of the timeline of State Flood Plan Report and looking forward to the second cycle of regional flood planning.

5. Discussion to determine what, if any, additional public notice the RFPG determines is necessary to ensure adequate public notice in its own unique region

The planning group's sponsor presented the list of tasks that take place when posting public meeting notices. No action was needed, the RFPG decided to continue with the current notice postings, which meet the requirements for regular meeting notices.

6. Discussion and possible action on selecting a planning group Sponsor to act on behalf of the Lower Brazos RFGP for the 2nd cycle of regional flood planning

Anthony Beach opened the floor for discussion and nominations for the planning group Sponsor for the second cycle of regional flood planning. Anthony Beach asked for a motion for the RFPG to confirm the selection of the Brazos River Authority as the planning group Sponsor to act on behalf of the Lower Brazos RFPG for the second cycle of regional flood planning. The motion was made by Mark Vogler and seconded by Sujeeth Drakasharam. The motion passed unanimously.

7. Discussion and possible action on authorizing the RFPG sponsor to apply for grant funds and enter into a contract with the TWDB on behalf of the RFPG for the 2nd cycle of regional flood planning

Anthony Beach asked for a motion for the RFPG to authorize the RFPG Sponsor, the Brazos River Authority, to apply for grant funds and enter into a contract with the TWDB on behalf of the RFPG for the second cycle of regional flood planning. The motion was made by Mark Vogler and seconded by Susan Alford. The motion passed unanimously.

8. Report from:

8.1. Texas Water Development Board (TWDB) staff

Jake Madewell provided the TWDB Report to the RFPG. Jake provided an update on administrative tasks and timeline for the second cycle of regional flood planning. Jake introduced Mike Kelly, the new TWDB Flood Planning Department Manager to the RFPG.

8.2. Regional Planning Sponsor

No Sponsor Report.

8.3. Lower Brazos RFPG Liaisons and Chair

No report from Liaisons, Chair gave a brief report.

9. Confirm next meeting date and discuss new business to be considered at next meeting

Next meeting date is TBD.

10. Adjourn

Anthony Beach adjourned the meeting at 10:32 AM.

Approved by the Region 8 Lower Brazos RFPG at the meeting held on XX, 2024.

Matt Phillips, Secretary

Alysha Girard, Chair

Brazos River Authority
Region 8 Lower Brazos Regional Flood Planning Group
From 11/01/23 Through 12/31/23

	Current Period	Life to Date	Total Budget	Budget Variance	% Budget Remaining
Revenues					
State Grants	33,247	2,133,795	2,244,000	110,205	4.91%
Total Revenues	33,247	2,133,795	2,244,000	110,205	4.91%
Reimbursable Expenditures					
Salaries	107	7,040			
Benefits	32	3,059.15			
Indirect Costs	25	704			
Other Expenditures					
Printing/Publishing					
Public Information/Notices/Ads ¹		180			
Misc postage/overnight/Misc/etc. ²	300	1,160			
Total Other Expenditures	463	12,143	40,000	27,857	69.64%
Voting Planning Member Travel		3,881	4,500	619	13.76%
Subcontractors ³	32,784	2,117,772	2,199,500	81,728	3.72%
Total Reimbursable Expenditures	33,247	2,133,796	2,244,000	110,204	4.91%
Work in Kind					
Salaries/benefits	131	21,533			
Other	-	32			
Total Work in Kind	131	21,566			
Net Revenue over expenditures	(131)	(21,566)	-	0	

²Digicert, agenda, handouts, sign in sheets & chair notes

³Current period is from September 1, 2023 thru December 31, 2023

Region 8 - Lower Brazos

Regional Flood Planning Group

4. Report, discussion, and possible action on a recommendation from the Executive Committee on the selection of a candidate for the Industries interest representative vacancy.

Committee Recommendation: Tim Finley, Dow Chemical

Region 8 - Lower Brazos

Regional Flood Planning Group

- 5. Discussion and possible action on nomination and election of RFPG Chair, Vice Chair, Secretary, and two (2) members-at-large to serve on the Executive Committee**

Region 8 - Lower Brazos

Regional Flood Planning Group

- 6. Discussion and possible action on authorizing the RFPG sponsor to begin the procurement process for a technical consultant after TWDB development of the Scope of Work and funding allocations, and in accordance with state procurement laws and the Sponsor's procurement procedures**

Region 8 - Lower Brazos

Regional Flood Planning Group

7. Discussion and possible action to select a sub-committee to review RFQ's

Region 8 - Lower Brazos

Regional Flood Planning Group

8. Discussion and possible action to establish and adopt a regular meeting schedule for this calendar year

Region 8 - Lower Brazos

Regional Flood Planning Group

Propose 6 regular meetings this calendar year

Meet on the 4th Thursday of the month at 10:00am, except December

Thursday, February 22 – Today

Thursday, April 25

Thursday, June 27

Thursday, August 22

Thursday, October 24

Thursday, December 12

Working Conceptual Schedule**
Second Cycle of Regional Flood Planning

As of February 2024



Item	Entity	Activity	Planning SOW Task #	2024												2025												2026												2027												2028											
				Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Amended 2023 Region Flood Plan																																																															
1	TWDB/Sponsor	Last day that work performed is eligible for reimbursement	Contract	DUK (DEC 29 2023)																																																											
2	TWDB/Sponsor	Last day that the final payment request may be submitted for reimbursement	Contract	DUK (FEB 29 2024)																																																											
3	TWDB/Sponsor	Contract expiration	Contract	DUK (FEB 28 2024)																																																											
2028 Region Flood Plan																																																															
4	RFPG	Public participation: stakeholder input, post notices, hold meetings, maintain email list, maintain website.	10	[Blue shaded cells from Jan 2024 to Dec 2028]																																																											
5	TWDB	Publish Request for Regional Flood Planning Grant Applications		DUK (JAN 18 2024)																																																											
6	RFPG-Sponsor	Submission of Applications for Regional Flood Planning Grants to TWDB	All	DUK (FEB 22 2024)																																																											
7	TWDB/Sponsor	Review and Execution of Regional Flood Planning Grant Contracts	All																																																												
8	RFPG-Sponsor	Solicitation for Technical Consultant by RFG process	All																																																												
9	RFPG	Pre-Planning Meetings for Public Input on Development of RFP	All																																																												
10	RFPG	Selection of Technical Consultant	All																																																												
11	RFPG-Sponsor	Execution of Technical Consultant Subcontract	All																																																												
12	RFPG	Planning Area Description	1																																																												
13	RFPG	Existing Condition Flood Risk Analyses	2A																																																												
14	RFPG	Future Condition Flood Risk Analyses	2B																																																												
15	RFPG	Evaluation and Recommendations on Floodplain Management Practices	3A																																																												
16	RFPG	Flood Mitigation Need Analysis	3B																																																												
17	RFPG	Flood Mitigation and Floodplain Management Goals	3C																																																												
18	RFPG	Identification and Evaluation of Potential Flood Management Evaluations and Potentially Feasible Flood Mitigation Projects and Flood Management Strategies	4A																																																												
19	RFPG	Preparation and Submission of Technical Memorandum to the TWDB	4B	DUK (SEPT 19 2025)																																																											
20	RFPG	Performance of FMEs	4C																																																												
21	TWDB	Issue Notice-to-Proceed on Task 5																																																													
22	RFPG	Recommendation of FMEs, FMs, and FMPs	5A																																																												
23	RFPG	Recommend and Submit a List of Flood Management Evaluations to be Performed by TWDB	5B	DUK (JAN 26 2024)																																																											
24	RFPG	Impacts of Regional Flood Plan	6A																																																												
25	RFPG	Contributions to and Impacts on Water Supply Development and the State Water Plan	6B																																																												
26	RFPG	Flood Response Information and Activities	7																																																												
27	RFPG	Administrative, Regulatory, and Legislative Recommendations	8																																																												
28	RFPG	Flood Infrastructure Financing Analysis	9																																																												
29	RFPG	Public Participation and Plan Adoption	10																																																												
30	RFPG	Prepare and Submit Draft RFP to TWDB		DUK (FEB 16 2027)																																																											
31	RFPG	Public Input on Draft RFP	All																																																												
32	RFPG	Implementation and Comparison to Previous Regional Flood Plan	11																																																												
33	TWDB	TWDB Review and Comment on the Draft RFP	All																																																												
34	RFPG	Incorporate TWDB & Public Input into Final RFP	All																																																												
35	RFPG	Adopt and Submit the 2028 RFP to the TWDB	All	DUK (JAN 16 2028)																																																											
36	TWDB/Sponsor	Contract expiration	Contract	DUK (JAN 31 2028)																																																											
37	TWDB/Sponsor	Last day that work performed is eligible for reimbursement	Contract	DUK (JAN 31 2028)																																																											
38	TWDB/Sponsor	Last day that the final payment request may be submitted for reimbursement	Contract	DUK (FEB 28 2024)																																																											

Acronyms:

- RFP - Regional Flood Plan
- RFPG - Regional Flood Planning Group
- FME - Flood Management Evaluations
- FMS - Flood Management Strategy
- FMP - Flood Mitigation Project

Notes:

**This conceptual schedule contains approximate timeframes for high-level planning activities for the purpose of illustrating the anticipated order of and interrelationship/overlap between key activities. Each RFPG & Sponsor will develop their own working schedule and will direct its own planning effort which will vary by region. Milestone dates shown red are required deadlines contained in the Regional Flood Planning Grant Contracts. Details of work associated with each task can be found in the Draft Scope of Work: <http://www.twdb.texas.gov/flood/planning/planningdocu/2023/index.asp>

Region 8 - Lower Brazos

Regional Flood Planning Group

9. Report from:

9.1. Texas Water Development Board (TWDB) staff

9.2. Regional Planning Sponsor

9.3. Lower Brazos RFPG Chair

Region 8 - Lower Brazos

Regional Flood Planning Group

- 10. Confirm the next meeting date and discuss new business to be considered at the next**

Region 8 - Lower Brazos

Regional Flood Planning Group

11. Adjourn