

Region 5. Neches Flood Planning Group Meeting
via Publicly Accessible Videoconference
(details below)

January 7, 2021 @ 1:00 PM

The meeting will be conducted via Zoom at:
<https://us02web.zoom.us/j/85403307571?pwd=UE5kdG9tQUpGZ21EV0lNUjI0RjFZdz09>

Audio ONLY may be heard at:
Telephone Conference Phone Number: +1 346 248 7799
Meeting ID: 854 0330 7571
Passcode: 123760

AGENDA:

1. Call to Order
2. Public Comment (limited to 3 minutes per speaker)
3. Approve minutes of the October 28, 2020 Region 5 Neches RFPG Meeting
4. TWDB update and presentation
5. Consider nominating and electing RFPG Officers to serve as Vice Chair and Secretary
 - a. Nominations for Vice Chair by members
 - b. Discussion and consider taking action to elect Vice Chair
 - c. Nominations for Secretary by members
 - d. Discussion and consider taking action to elect Secretary
6. Consider nominating and electing two (2) voting members-at-large to serve on the Executive Committee alongside the Chair, Vice Chair, and Secretary
 - a. Nominations for two Executive Committee members-at-large by members
 - b. Discussion and consider taking action to elect Executive Committee members-at-large.
7. Consider nominating and electing a liaison(s) to Region 3. Trinity and Region 4. Sabine RFPGs (Required §361.11.f(9))
8. Consider addition of non-voting positions necessary to ensure adequate representation from the interest in the region (Requires 2/3 Present)
9. Consider addition of voting positions necessary to ensure adequate representation from the interest in the region (Requires 2/3 All)
10. Consider nominating and electing representative(s) to fill additional voting position(s) created (Requires >50% Present)
11. Update from RFPG Sponsor on status of Regional Flood Planning Grant Contract with TWDB
 - a. Discussion on status of application for Regional Flood Planning Grant funds
 - b. Discussion on Scope of Work posted with TWDB RFA
 - c. Discussion of technical consultant procurement process
12. Consider establishing and appointing members to a Consultant Selection Review Committee for purpose of screening responses to the RFQ (Requires >50% Present)
13. Discuss and consider a means by which the RFPG will develop and host a public website (Required §361.21(b))

14. Discuss and consider a means by which the RFPG will accept written public comment prior to and after meetings (Required §361.21(c))
15. Discussion of the required solicitation for persons or entities who request to be notified of RFPG activities (Required §361.21.(e))
16. Consider adoption of calendar of meetings for 2021
17. Public comments – limit 3 minutes per person
18. Consider possible agenda items for next meeting
19. Adjourn

If you wish to provide oral public comments at the meeting, please email Risa Barber, Information Specialist, at risa.barber@lnva.dst.tx.us no later than one (1) hour prior to the posted meeting time on the date of the meeting.

If you wish to provide written comments prior to or after the meeting, please email your comments to risa.barber@lnva.dst.tx.us and include “Region 5 Neches Flood Planning Group Meeting” in the subject line of the email.

If you choose to participate via the live webinar, you WILL have the opportunity to provide comments during the designated portion of the meeting. Please use the webinar link posted at the top of the agenda to access the meeting.

If you choose to participate via the conference call number provided, you WILL NOT have the opportunity to provide comments during the designated portion of the meeting. The conference call phone number is provided for LISTENING PURPOSES ONLY.

The Region 5 Neches Flood Planning Group will hold a public meeting via webinar pursuant to Texas Government Code, Section 551.127, as modified by the temporary suspension of various provisions in accordance with the Governor's March 13, 2020 proclamation related to the COVID-19 pandemic.

Additional information may be obtained from:

Risa Barber at: (409) 892-4011 or by email at: risa.barber@lnva.dst.tx.us

Physical location: 7850 Eastex Freeway, Beaumont, Tx 77708

**Region 5. Neches Regional Flood Planning Group Meeting
Agenda Item 1.0**

Meeting Date: January 07, 2021

Agenda Preface:

Call to Order

Background:

Recommendation:

**Region 5. Neches Regional Flood Planning Group Meeting
Agenda Item 2.0**

Meeting Date: January 07, 2021

Agenda Preface:

Public Comment

Background:

Recommendation:

**Region 5. Neches Regional Flood Planning Group Meeting
Agenda Item 3.0**

Meeting Date: January 07, 2021

Agenda Preface:

Approve minutes of the October 28, 2020, Region 5. Neches Regional Flood Planning Group Meeting

Background:

Meeting minutes attached for review.

Recommendation:

Recommend approval if there are no needed changes.

Meeting Minutes
Region 5 Neches Flood Planning Group Meeting
Wednesday, October 28, 2020
1:00 PM
GoToWebinar Virtual Meeting

Roll Call:

<u>Voting Member</u>	<u>Interest Category</u>	<u>Present (x) / Absent () / Alternate Present (*)</u>
Brent Heironimus	<i>Agricultural interests</i>	x
Jeff Branick	<i>Counties</i>	x
Liv Haselbach	<i>Electric generating utilities</i>	x
Ellen Buchanan	<i>Environmental interests</i>	x
Phil Kelley	<i>Flood districts</i>	x
Steve Moon	<i>Industries</i>	x
Kyle Kingma	<i>Municipalities</i>	x
John Beard, Jr.	<i>Public</i>	x
Scott Hall	<i>River authorities</i>	x
Stan Mathews	<i>Small business</i>	x
Joseph G. Majdalani	<i>Water districts</i>	x
Robb Starr	<i>Water utilities</i>	x

<u>Non-voting Member</u>	<u>Agency</u>	<u>Present(x)/Absent () / Alternate Present (*)</u>
Bregan Brown	Texas Parks and Wildlife Department	x
Natalie Johnson	Texas Division of Emergency Management	x
Manuel Martinez	Texas Department of Agriculture	x
Trey Watson	Texas State Soil and Water Conservation Board	x
Colleen Jones	General Land Office	x
Richard Bagans	Texas Water Development Board (TWDB)	x
Jonathan Walling	Texas Commission on Environmental Quality	x

Quorum:

Quorum: **Yes**

Number of voting members or alternates representing voting members present: **12**

Number required for quorum per current voting positions of 12: 7

Other Meeting Attendees: **

Matt Nelson, TWDB (Meeting Facilitator)

Brooke Paup, TWDB Board Member

Reem Zoun, TWDB

James Bronikowski, TWDB

Morgan White, TWDB

Hayley Gillespie, TWDB

Anna Gonzalez, TWDB

Ryke Moore, TWDB

Jennifer White, TWDB

Patrick Lopez, TWDB

Sephra Thomas, TWDB

Robert Armstrong

Seyoum Asamenaw
Chad Ballard
James Beach
Stephanie Castillo
Jon Clingaman
Lisa Crossman
Alem Gebriel
Lauren Gonzalez
Danielle Goshen
Jenniffer Hawes
Bret Higginbotham
Kelley Holcomb

Joy Kimbrough
Chin Lien
Justin Lennon
Chris Levitz
Joseph Majdalani
Helena Mosser
Michael Reedy
Paul Robinson
Karl Seydler
Derek Stjohn
Allison Wood
Spandana Tummuri

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

All meeting materials are available for the public at:
<http://www.twdb.texas.gov/flood/planning/regions/schedule.asp>.

1. AGENDA ITEM NO. 1: Call to Order

Matt Nelson called the meeting to order at 1:00 PM. 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.

2. AGENDA ITEM NO. 2: Welcome, Meeting Facilitation Information and Instructions

Matt Nelson and Director Brooke Paup welcomed members to the meeting. Matt Nelson provided meeting facilitation information and instructions.

3. AGENDA ITEM NO. 3: Member Introductions

Each present voting and non-voting member of the Region 5 Neches RFPG introduced themselves.

4. AGENDA ITEM NO. 4: Regional Flood Planning Overview Presentation

Matt Nelson and Reem Zoun presented an overview of the regional flood planning process.

5. AGENDA ITEM NO. 5: Discussion of group bylaws and consider adopting group bylaws

Matt Nelson presented the model bylaws provided by the TWDB for the RFPG to consider adopting and opened discussion on adopting group bylaws.

The members discussed and made edits to model bylaws sections regarding replacing “Model RFPG” with “Region 5 Neches RFPG” throughout the document, selecting initial officers, and amending the bylaws.

A motion was made by Jeff Branick to adopt the bylaws, as amended.

The motion was seconded by Robb Star.

The vote to adopt the group bylaws passed by a vote of 12 Ayes and 0 Nays.

6. AGENDA ITEM NO. 6: Consider nominating and electing regional flood planning group Chair or Interim Chair

Matt Nelson described the Chair/Interim Chair election process and opened the floor to nominations for the Chair or Interim Chair position.

A nomination of Jeff Branick as the Chair was made by Scott Hall.

The vote to select Jeff Branick as the Chair of Region 5 Neches RFPG passed by a vote of 12 Ayes and 0 Nays.

The group then took a 6-minute recess.

7. AGENDA ITEM NO. 7: Consider selecting a planning group sponsor to act on behalf of the regional flood planning group

Reem Zoun listed the entities that had expressed interest in serving as the Region 5 Neches RFPG’s planning group sponsor. These interested entities included:

Angelina & Neches River Authority

Lower Neches Valley Authority

Reem Zoun opened the floor to public comments.

Kelley Holcomb reaffirmed Angelina & Neches River Authority's interest as planning group sponsor.

Reem Zoun asked if any there was anyone in the audience that represented a political subdivision that was interested in acting as the planning group sponsor. No additional interested entities came forward to express interest.

Reem Zoun opened discussion on selecting a planning group sponsor to act on behalf of the RFPG.

Members discussed hosting meetings in the upper and lower geographic areas of the basin.

A motion was made by Liv Haselbach to select Lower Neches Valley Authority as the designated planning group sponsor for Region 5 Neches RFPG.

Stan Mathews seconded the motion.

The vote to select Lower Neches Valley Authority as the planning group sponsor to act on behalf of the RFPG passed by a vote of 12 Ayes and 0 Nays.

8. AGENDA ITEM NO. 8: Consider additional, region-specific public notice requirements, if any, that might be necessary to ensure adequate public notice in the region per 31 Texas Administrative Code §361.12(3).

Matt Nelson described existing notice requirements and opened discussion on identifying additional, region-specific public notice requirements.

Matt Nelson opened the floor to public comments. No public comments were given.

No points nor comments/concerns were brought forth during open discussion.

No action was taken. Jeff Branick closed discussion on AGENDA ITEM NO. 8.

9. AGENDA ITEM NO. 9: Consider authorizing the RFPG sponsor to apply for grant funds and enter into a contract with the TWDB on behalf of the RFPG

Jeff Branick opened discussion on authorizing the RFPG sponsor to apply for grant funds and to enter into a contract with the TWDB on behalf of the RFPG.

No points nor comments/concerns were brought forth during open discussion.

A motion was made by Phil Kelly to authorize the RFPG sponsor to apply for grant funds and enter into a contract with the TWDB on behalf of the RFPG.

The motion was seconded by John Beard.

The vote to authorize the RFPG sponsor to apply for grant funds and enter into a contract with the TWDB on behalf of the RFPG passed by a vote of 12 Ayes and 0 Nays.

10. AGENDA ITEM NO. 10: Discussion of necessary additional voting and non-voting positions that may be needed to ensure adequate representation from the interest in the region

Jeff Branick opened the floor to public comments. Kelley Holcomb with the Angelina & Neches River Authority (~~insert who he is with~~) stated his interest in serving as the-an additional river authority interest category representative.

Jeff Branick opened discussion regarding additional voting and non-voting positions that may be needed to ensure adequate representation from the interest in the region.

The members discussed adding positions to represent InFRM, TxDOT, the Big Thicket National Preserve, ship channel interests and/or navigation districts, and the neighboring Gulf Coast regions.

No actions were taken. Jeff Branick closed discussion on AGENDA ITEM NO. 10.

11. AGENDA ITEM NO. 11: Receive general public comments (Public comments limited to 3 minutes per speaker)

Jeff Branick opened the floor to public comments. No public comments were given.

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

Jeff Branick opened discussion to consider the date and agenda items for the next meeting. After discussion, Jeff Branick stated that the next meeting will be on January 7, 2021 at 1:00 PM. Potential agenda items may include taking action on adding voting and nonvoting members and selecting the executive committee.

13. Adjourn

The meeting adjourned at 3:03 PM by Jeff Branick.

Approved by the Region 5 Neches RFPG at a meeting held on January 7, 2021 at 1:00 PM at a location to be determined.

FIRST AND LAST NAME, SECRETARY

Jeff Branick, CHAIR

**Region 5. Neches Regional Flood Planning Group Meeting
Agenda Item 4.0**

Meeting Date: January 07, 2021

Agenda Preface:

TWDB update and presentation

Background:

Recommendation:

Texas Water Development Board Flood Planning Presentation Regional Flood Planning Group 2nd Meeting

TABLE OF CONTENTS:

- Flooding 101 (20 minutes)
- Request for Applications Process & Contract Details (5 minutes)

Flooding 101

(20 minutes)

Flooding 101: Watersheds

Flood planning regions follow Hydrological Unit Code (HUC-8) watershed boundaries.

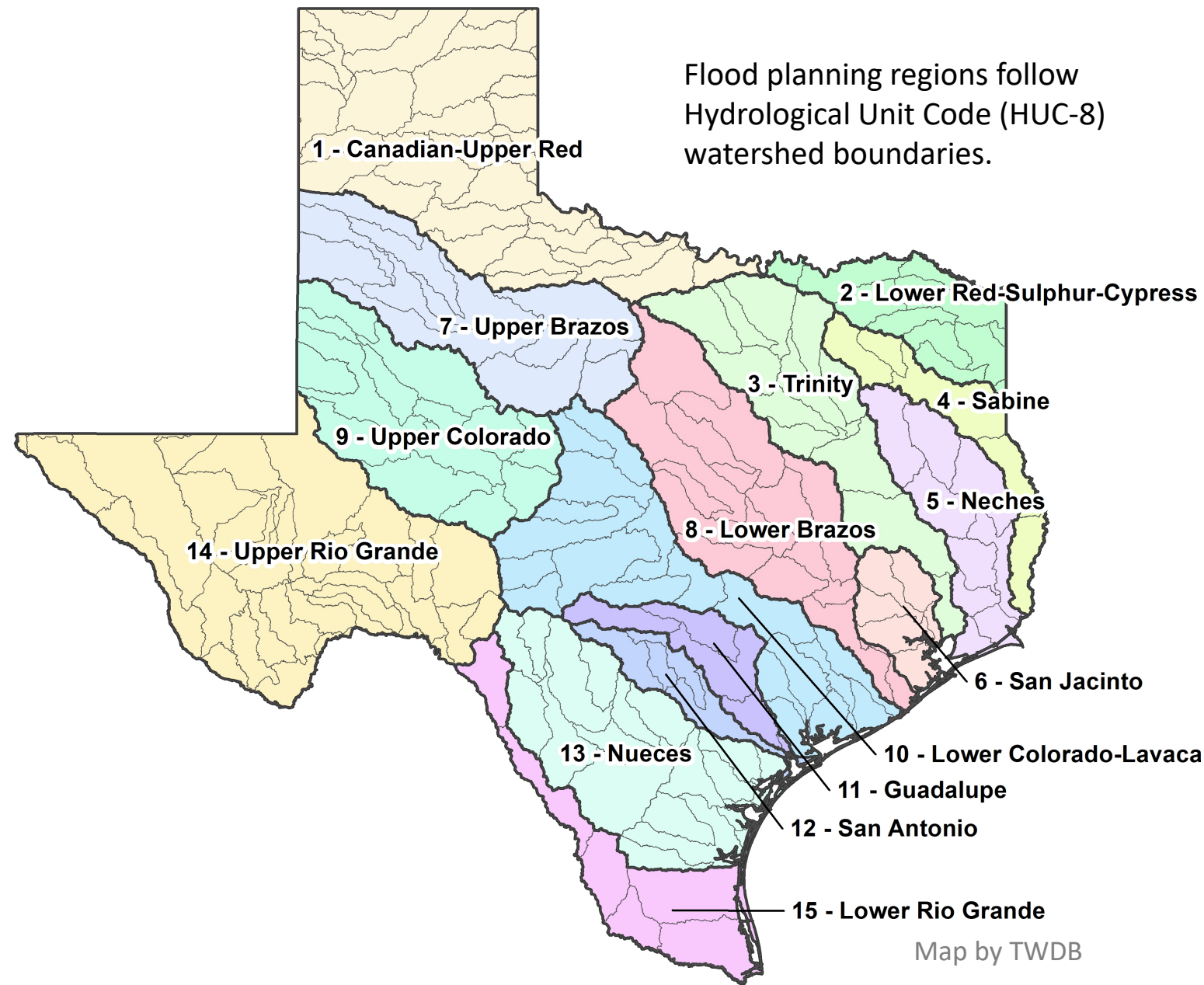
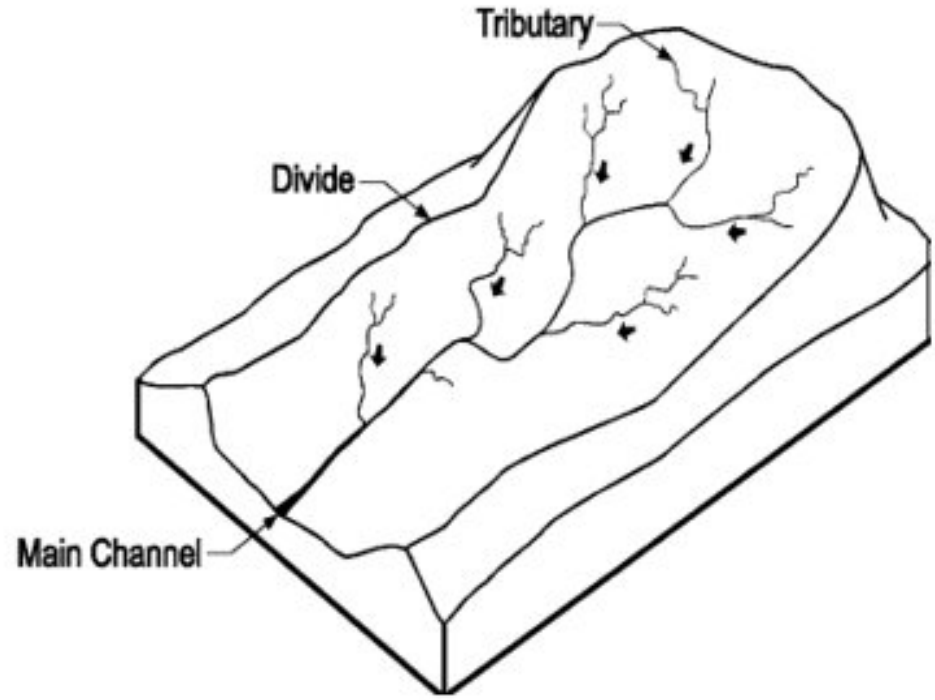
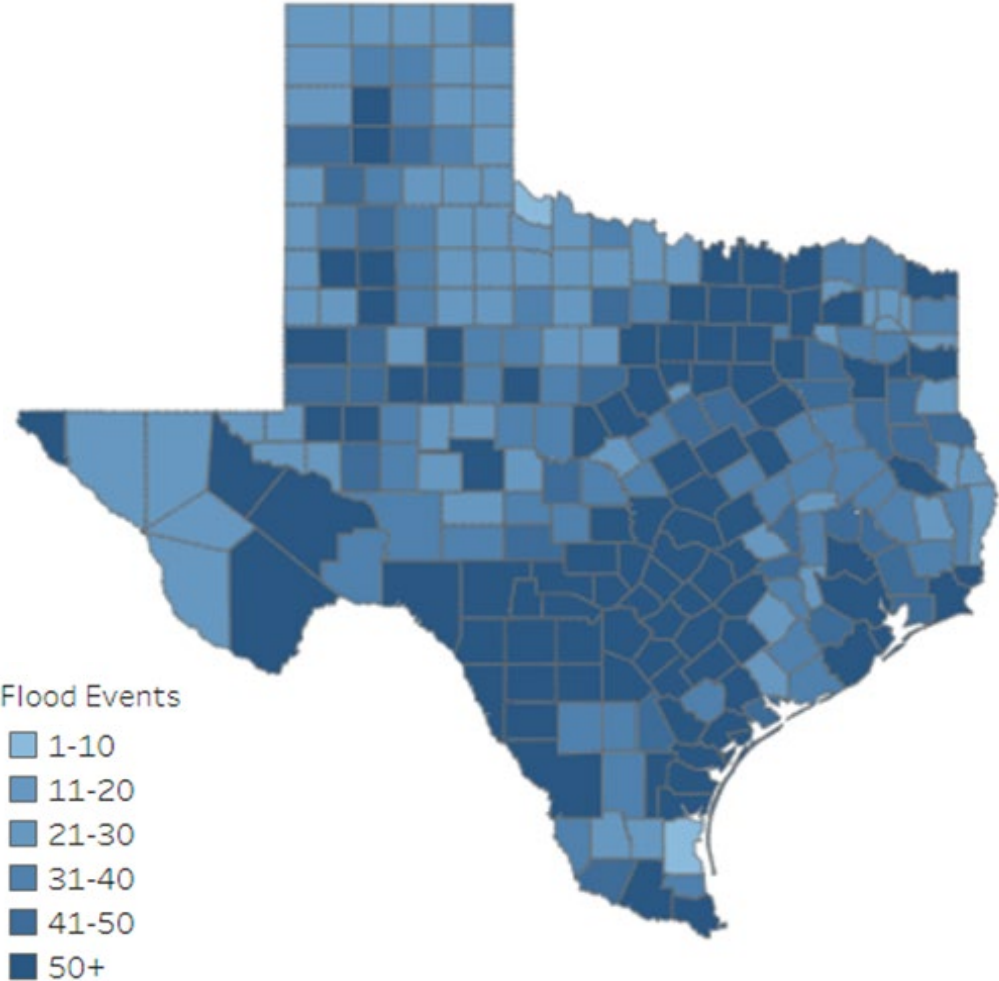


Figure 1-2. Riverine Watershed and Floodplain
Image by FEMA

Map by TWDB

Flooding 101: Flooding in Texas



Map: FEMA

Data: NOAA Storm Event Database 1996-2020

State Flood Assessment

REPORT TO THE LEGISLATURE

86TH LEGISLATIVE SESSION

STATE FLOOD ASSESSMENT

Texas Water Development Board

Flooding 101: What is a Flood?

A general and temporary condition of partial or complete inundation of normally dry land area from overflow of inland or tidal waters or from the unusual and rapid accumulation or runoff of surface waters from any source.



Agricultural flooding damaging crops and hay.

Flooding 101: Floodplains

The area of land subject to periodic inundation by floodwaters.

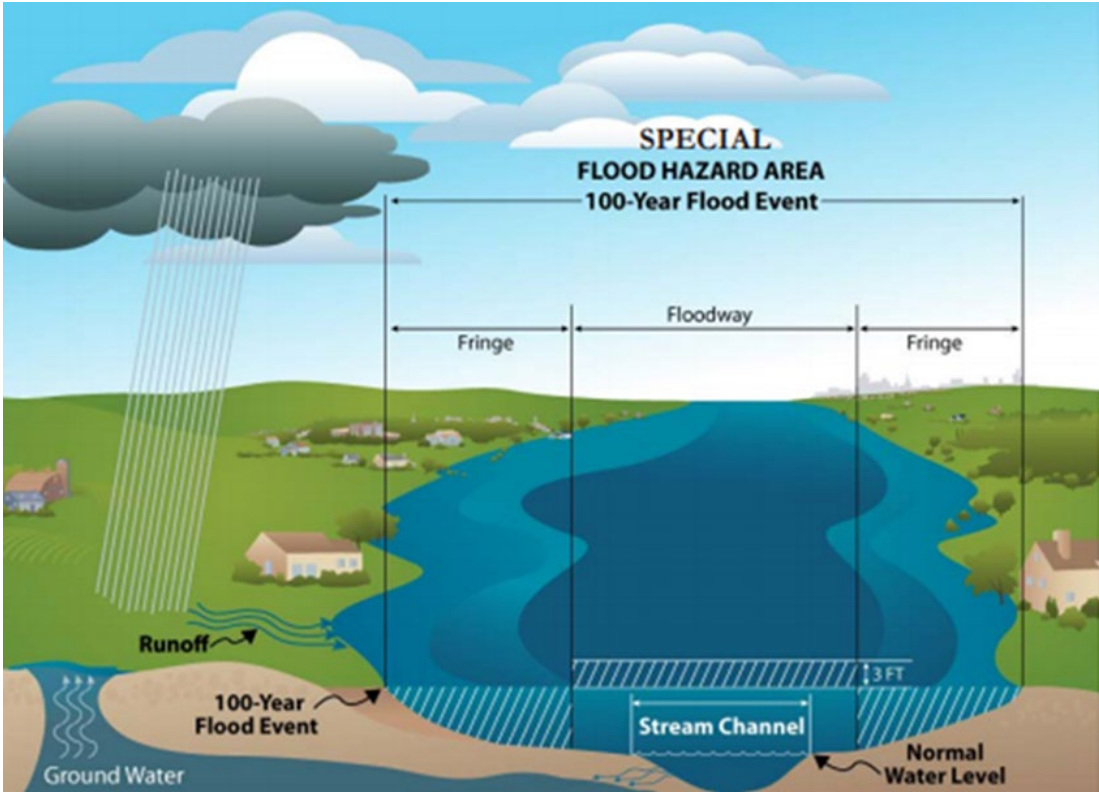


Image: FEMA



Image: FEMA

Flooding 101: Benefits of Floods

When floodplains are preserved in their natural state, they provide many benefits:

- Reduce severity of floods by storing floodwaters, reducing flood velocities, and curbing sedimentation and erosion
- Contribute to groundwater recharge
- Provide recreation and quality of life
- Create habitats for many plants and animals.

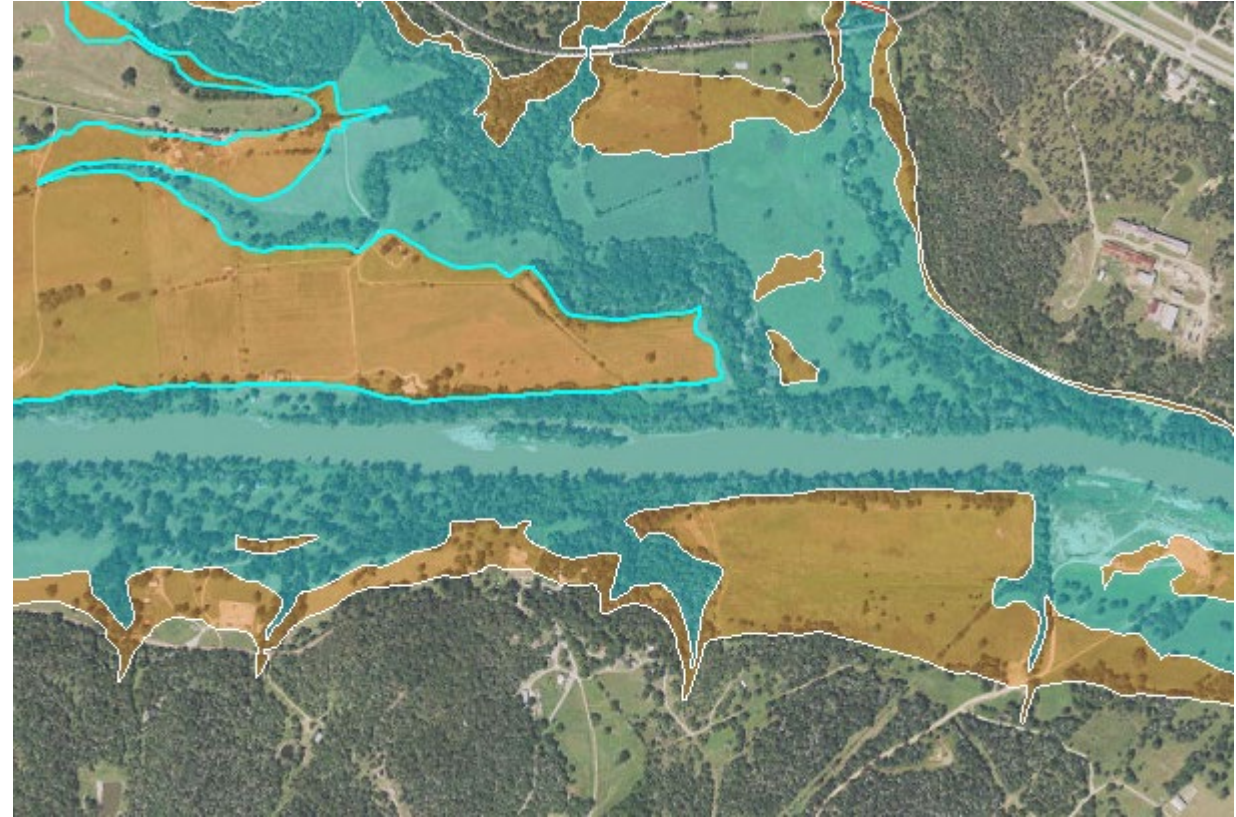


Wetlands at Galveston Island State Park provide natural ecosystem services.

Image: [Yinan Chen CC-PD](#)

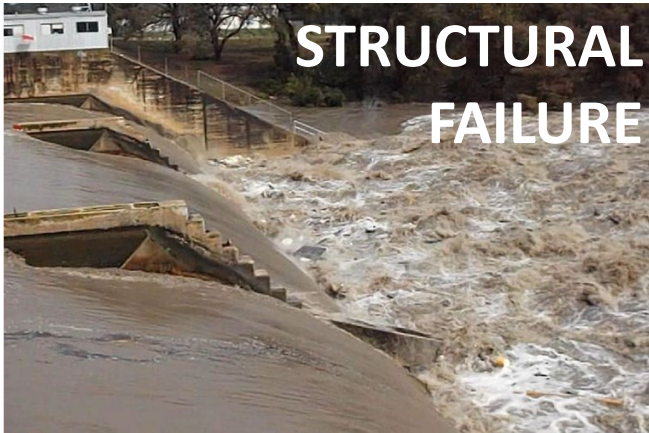
Flooding 101: Quantifying Flood Events

- 1.0% annual chance flood event
 - flood event having a 1.0% chance of happening in any given year = **every year**
 - also referred to as the "base flood" or "100-year flood"
- 0.2% annual chance flood event
 - flood event having a 0.2% chance of happening in any given year
 - also referred to as the "500-year flood"



The 1% annual chance floodplain is shown in blue.
The 0.2% annual chance floodplain is shown in orange.
Image by FEMA

Flooding 101: Types of Flooding



2019 Lake Dunlap Spillway Failure.
Guadalupe-Blanco River Authority



Texas National Guard, Houston, TX
Texas National Guard CC-BY-2.0



Blue Hole Park, South San Gabriel River,
Georgetown, TX. FEMA



Flash flooding in San Marcos, TX. [CC-BY-SA-3.0](#)



Cadillac Ranch sculpture near Amarillo, TX.
© Rachel Goad, used by permission.



Coastal flooding in Galveston, TX
[pixabay, no attrib. req.](#)

Flooding 101: Flood Mitigation

The implementation of actions, including both **structural** and **non-structural solutions**, to reduce flood risk to protect against the loss of life and property.



Mangroves on the Texas Coast stabilize shorelines and help absorb storm surge; an example of a non-structural flood mitigation solution.

Photo by Univ. Of Texas Marine Science Institute



Galveston Seawall, a structural flood mitigation solution. Image by [Yinan Chen CC-PD](#)

Flooding 101: Structural Solutions to Flooding

Examples include the construction of levees, dikes, floodwalls/seawalls, dams, channel alterations, culverts, flood gates, and detention and retention basins.



Anzelduas Dam on the Rio Grande near Mission, TX. Image: TWDB



Storm Drains



Streambank Stabilization in Austin, TX. Image by City of Austin Watershed Protection

Flooding 101: Non-Structural Solutions to Flooding

Examples include open space preservation, property buyouts and relocation, zoning and building codes, wetland restoration, elevated structures, flood warning systems, educational campaigns, and participation in the National Flood Insurance Program.



Homes that survived the ~20-foot-high storm surge of Hurricane Ike in Bolivar Peninsula, near the community of Caplen.
Image: TWDB



Turn Around, Don't Drown educational campaign.
Image: Weather.gov



Engineered Wetlands in in the Houston Audubon Society's The Oaks Nature Preserve . Image: TWDB

Flooding 101: National Flood Insurance Program

Based on an agreement between local communities and the federal government.

- Local communities agree to adopt floodplain management regulations to reduce flood risks
- The federal government makes flood insurance and disaster assistance available to the community



Image by FEMA / National Flood Insurance Program



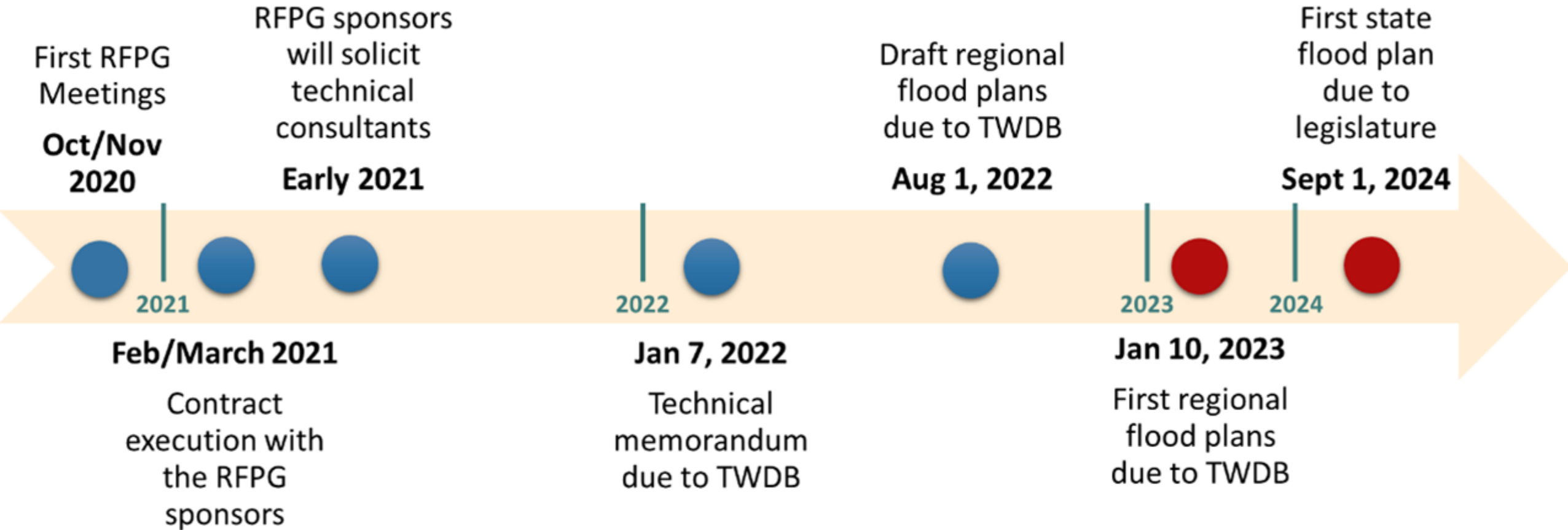
Image: Brent Hanson, U.S. Geological Survey. Public domain.

Questions? Comments?

Request for Applications Process & Contract Details

(5 minutes)

Flood Planning Timeline



Regional Flood Planning Grant RFA

- \$19.5 million in available funds to be allocated between 15 regions.
- Sponsors may submit applications November 20, 2020 - January 21, 2021
- Applications will be processed as received
- Contract execution (TWDB & sponsor) by March 31, 2021



Texas Water Development Board approved posting the Regional Flood Planning Grant Request for Applications on November 19th!

The Request for Applications and associated documents are now available on our website:

<https://www.twdb.texas.gov/flood/planning/documents/2023/index.asp>

Regional Flood Planning Grant Application Documents:

- [Request for Applications Posting](#)
- [Application Instructions](#)
- [Application Checklist](#)
- [Draft Scope of Work](#)
- [Draft Contractor \(Planning Group Sponsor\) Task Budget](#)
- [Board item document](#)

These documents are available on our website at:

<http://www.twdb.texas.gov/flood/planning/planningdocu/2023/index.asp>

Funding the Planning Process

Total \$19,500,000

Region	RFPG Name	Allocated Funds
1	Canadian-Upper Red	\$1,008,200.00
2	Lower Red-Sulphur-Cypress	\$910,400.00
3	Trinity	\$2,520,200.00
4	Sabine	\$947,600.00
5	Neches	\$1,148,900.00
6	San Jacinto	\$2,446,000.00
7	Upper Brazos	\$961,500.00
8	Lower Brazos	\$1,485,500.00
9	Upper Colorado	\$946,200.00
10	Lower Colorado-Lavaca	\$1,373,700.00
11	Guadalupe	\$961,300.00
12	San Antonio	\$1,295,000.00
13	Nueces	\$1,143,700.00
14	Upper Rio Grande	\$1,081,800.00
15	Lower Rio Grande	\$1,270,000.00



Image: Brent Hanson, U.S. Geological Survey. Public domain.

Questions? Comments?

**Region 5. Neches Regional Flood Planning Group Meeting
Agenda Item 5.0**

Meeting Date: January 07, 2021

Agenda Preface:

Consider nominating and electing RFPG officers to serve as Vice Chair and Secretary

Background:

Recommendation:

**Region 5. Neches Regional Flood Planning Group Meeting
Agenda Item 6.0**

Meeting Date: January 07, 2021

Agenda Preface:

Consider nominating and electing two (2) voting members-at-large to serve on the Executive Committee alongside the Chair, Vice Chair, and Secretary

Background:

Recommendation:

**Region 5. Neches Regional Flood Planning Group Meeting
Agenda Item 7.0**

Meeting Date: January 07, 2021

Agenda Preface:

Consider nominating and electing a liaison(s) to Region3. Trinity and Region 4. Sabine RFPGs (Required §361.11.f(9))

Background:

Recommendation:

**Region 5. Neches Regional Flood Planning Group Meeting
Agenda Item 8.0**

Meeting Date: January 07, 2021

Agenda Preface:

Consider addition of non-voting positions necessary to ensure adequate representation from the interest in the region (Requires 2/3 present)
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Background:

Recommendation:

**Region 5. Neches Regional Flood Planning Group Meeting
Agenda Item 9.0**

Meeting Date: January 07, 2021

Agenda Preface:

Consider addition of voting positions necessary to ensure adequate representation from the interest in the region (Requires 2/3 All)
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Background:

Recommendation:

**Region 5. Neches Regional Flood Planning Group Meeting
Agenda Item 10.0**

Meeting Date: January 07, 2021

Agenda Preface:

Consider nominating and electing representative(s) to fill additional voting position(s) created
(Requires >50% present)

Background:

Recommendation:

ITEM TO BE TABLED. NO ACTION TO BE TAKEN

**Region 5. Neches Regional Flood Planning Group Meeting
Agenda Item 11.0**

Meeting Date: January 07, 2021

Agenda Preface:

Update from RFPG Sponsor on status of Regional Flood Planning Grant Contract with TWDB a. Discussion on status of application for Regional Flood Planning Grant Funds
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Background:

Recommendation:

REGION 5. NECHES

REGIONAL FLOOD PLANNING GROUP

TWDB Regional Flood Planning Grant Application

January 7, 2021

RESPONSE TO:

RFA 580-21-RFA-0010

Prepared By:



Lower Neches Valley Authority
Region 5. Neches RFPG Sponsor

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I. GENERAL INFORMATION

1. Legal Name of Applicant.

Lower Neches Valley Authority

2. Regional Flood Planning Group.

Region 5. Neches

3. Authority of law under which the applicant was created.

Chapter 8504, Special District Local Laws Code

4. Applicant's official representative, mailing address, contact information, and Vendor ID.

Scott Hall, P.E.

General Manager

Lower Neches Valley Authority

scott.hall@lnva.dst.tx.us

P.O. Box 5117

Beaumont, Tx 77726-5117

Phone: (409) 892-4011

Fax: (409) 898-2468

Vendor ID: TIN 74-6000299

5. DUNS Number.

831015818

6. Total proposed planning cost estimate.

\$1,148,900

7. Total grant funds requested from the Texas Water Development Board.

\$1,148,900

8. Statement of purpose for which the money will be used.

The Lower Neches Valley Authority is requesting 100% grant funding from the Texas Water Development Board to carry out the functions of the Region 5. Neches RPG Planning Group Sponsor in accordance with 31 TAC 361 and 31 TAC 362.

9. Description of why state funding assistance is needed.

Section 8504.251 of the Lower Neches Valley Authority's enabling statute describes fees and charges to be collected for the use of water, a water connection, or another service. The fees and charges must be reasonable and equitable and sufficient to produce revenue reasonably necessary to fulfill the obligations imposed on the Authority.

The Region 5 Neches RFPG has selected Lower Neches Valley Authority (LNVA) to act as its Planning Group Sponsor in fulfilling the requirements of 31 TAC 361 and 31 TAC 362 which LNVA is willing to do on behalf of the RFPG. The services provided by LNVA in its capacity as Planning Group Sponsor are expenses beyond the scope of the charges for the use of water or a water connection and therefore fall to the category of "another service."

The State of Texas, acting through the Texas Water Development Board, has initiated the flood planning process and set aside \$19,500,000 for the first round of flood plan preparation, including \$1,148,900 to be used in Region 5. Neches for development of a Regional Flood Plan. TWDB has identified a scope of work and budget for the accomplishment of the tasks necessary to fulfill the requirements of 31 TAC 361 and 31 TAC 362.

LNVA's request for state funding is consistent with the general financial provisions of its enabling statute, and consistent with the regional flood planning framework of the state; therefore, the LNVA is requesting fund assistance from TWDB to act as the Region 5. Neches Planning Group Sponsor.

II. ADMINISTRATIVE DOCUMENTATION

10. Regional Flood Planning Group Sponsor Designation Form (31 TAC §361.70(b)).

Please refer to [Attachment C. Regional Flood Planning Group Sponsor Designation Form](#). Additionally, please refer to [Attachment J. Minutes of the October 28, 2020 Region 5. Neches RFPG Meeting](#), specifically Item 7 and Item 9.

11. Provide a copy of the RFPG's adopted by-laws (31 TAC §361.70(a)).

Please refer to [Attachment D. Regional Flood Planning Group Adopted Bylaws](#). Additionally, please refer to [Attachment J. Minutes of the October 28, 2020 Region 5. Neches RFPG Meeting](#), specifically Item 5.

12. Additional region-specific public notice requirements (31 TAC §361.12(3) and §361.70(c)).

Please refer to [Attachment J. Minutes of the October 28, 2020 Region 5. Neches RFPG Meeting](#), specifically Item 8. Consideration of additional region-specific requirements was given; however, no additional requirements were suggested or noted. Consequently, no action was required.

III. PLANNING INFORMATION

13. Provide a detailed scope of work for proposed planning.

Please refer to *Attachment B. Scope of Work*. Additionally, the TWDB suggested Scope of Work for the first cycle of Regional Flood Planning is located at the following link:

<http://www.twdb.texas.gov/flood/planning/doc/2020DraftSOW.pdf>

14. Provide a task budget for detailed scope of work by task.

Please refer to *Attachment E. Task Budget for Detailed Scope of Work by Task*.

15. Is the RFPG suggesting modifications to the TWDB's proposed task budget?

YES NO

16. If Yes to No. 15 above, provide written justification for the changes.

Not Applicable

17. Provide an expense budget for scope of work by expense category.

Please refer to *Attachment F. Expense Budget for Detailed Scope of Work by Expense Category*.

18. A time schedule for completing detailed Scope of Work by task.

Please refer to *Attachment G. Time Schedule for Detailed Scope of Work*.

19. Specific deliverables for each task in Scope of Work.

Please refer to *Attachment H. Specific Deliverables for Each Task in Detailed Scope of Work*

20. Method of monitoring study progress.

The Region 5. Neches Regional Flood Planning Group (RFPG) will meet regularly throughout the course of the planning cycle in accordance with its duly adopted calendar of meetings, and no less frequent than quarterly. Progress updates will be provided by the contracted technical consultant at each of the RFPG meetings to ensure timely accomplishment of the stated objectives. The Lower Neches Valley Authority (LNVA), Region 5. Neches RFPG Sponsor, will provide oversight of the consultant at more regular intervals with periodic check-ins via phone, web conference, email, or other means of communication. LNVA Staff assigned to assist with the regional flood planning efforts will field questions from the consultant and guide the consultant toward the desired objectives as an intermediary to the RFPG as a whole.

21. Qualifications and direct experience of proposed project staff.

Please refer to *Attachment I. Qualifications and Direct Experience of Proposed Project Staff*.

IV. WRITTEN ASSURANCES

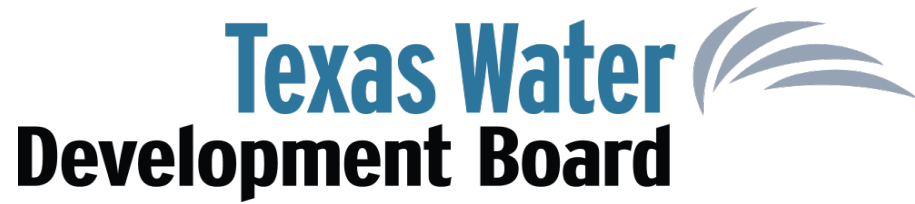
Provide written assurance the proposed planning does not duplicate existing projects:

The Region 5 Regional Planning Group members are aware that multiple flood studies are being prepared throughout the State of Texas and specifically within the Neches River Basin. To ensure the most efficient use of TWDB funding and avoid duplication of activities, a basin wide assessment will be conducted to identify and catalog recent and ongoing flood studies along with identifiable gaps. This early task will serve to inform the next appropriate steps in the Regional Planning Group's efforts while preventing duplicative efforts.

V. ATTACHMENTS

ATTACHMENT A

Completed Application Checklist



Texas Water Development Board
Regional Flood Planning Grant
Application Checklist

November 2020

All applications **must be complete** when submitted to the TWDB. A list of required items with check boxes has been provided in the following pages to assist you in completing the application. **Please check the boxes after you have included the respective items in the application and return the completed checklist with the application.**

I. GENERAL INFORMATION

- 1. Legal name of applicant(s).
- 2. Regional Flood Planning Group.
- 3. Authority of law under which the applicant was created.
- 4. Applicant's official representative, Name, Title, Mailing address, Phone number, Fax number, if available, E-mail Address, and Vendor ID Number.
- 5. DUNS Number. If you do not have a DUNS number, visit:
<https://iupdate.dnb.com/iUpdate/viewiUpdateHome.htm>
- 6. Total proposed planning cost estimate (see Table 1 for total cost by region).
- 7. Total grant funds requested from the Texas Water Development Board.
- 8. Statement of the purpose for which the money will be used (Not to exceed 1 page).
- 9. Description of why state funding assistance is needed (Not to exceed 1 page).

II. ADMINISTRATIVE DOCUMENTATION

- 10. Written designation from the RFPG naming the Planning Group Sponsor that is authorized to apply for these grant funds on behalf of the RFPG (as required in 31 TAC §361.70(b)).
- 11. A copy of or website link to the RFPG's adopted by-laws (as required in 31 TAC §361.70(a)).
- 12. Written documentation that the RFPG considered additional, region-specific, public notice requirements at a meeting in accordance with 31 TAC 361.12(3) prior to taking action regarding its application for funding (as required in 31 TAC §361.70(c)).

III. PLANNING INFORMATION

- ✓ 13. A detailed scope of work for proposed planning. Include the *Scope of Work for the First Cycle of Regional Flood Planning* document prepared by TWDB located at <http://www.twdb.texas.gov/flood/planning/doc/2020DraftSOW.pdf>
- ✓ 14. A task budget for detailed scope of work by task.
- ✓ 15. Is the RFPG suggesting modifications to the TWDB's proposed task budget?
Yes No
- ✓ 16. If yes, to No. 15 above, provide written justification for the changes.
- ✓ 17. An expense budget for scope of work by expense category. *Example is included.*
- ✓ 18. A time schedule for completing detailed Scope of Work by task (see Scope of Work document referenced above).
- ✓ 19. Specific deliverables for each task in Scope of Work (see Scope of Work document referenced above).
- ✓ 20. Method of monitoring study progress.
- ✓ 21. Qualifications and direct experience of proposed project staff.

IV. WRITTEN ASSURANCES

Written assurance of the following items:

- ✓ Proposed planning does not duplicate existing projects.

Please check the boxes after you have included the respective items in the application and return the completed checklist with the application.

ATTACHMENT B

Scope of Work

Draft Regional Flood Planning (RFP) Scope of Work

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Task 1 – Planning Area Description

In addition to generally meeting all applicable rules and statute requirements governing regional and state flood planning under 31 Texas Administrative Code (TAC) Chapters 361 and 362, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §361.30, 361.31, and 361.32.

The objective of this task is to prepare a standalone chapter to be included in the 2023 Regional Flood Plan (RFP) that describes the Flood Planning Region (FPR).

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to prepare a chapter that includes:

1. A brief, general descriptions of the following:
 - a. social and economic character of the region such as information on development, population, economic activity, and economic sectors most at risk of flood impacts;
 - b. the areas in the FPR that are flood-prone and the types of major flood risks to life and property in the region;
 - c. key historical flood events within the region including associated fatalities and loss of property;
 - d. political subdivisions with flood-related authority and whether they are currently actively engaged in flood planning, floodplain management, and flood mitigation activities;
 - e. the general extent of local regulation and development codes relevant to existing and future flood risk;
 - f. agricultural and natural resources most impacted by flooding; and
 - g. existing local and regional flood plans within the FPR.
2. A general description of the location, condition, and functionality of existing natural flood mitigation features and constructed major flood infrastructure within the FPR.
3. Include a tabulated list and GIS map of existing infrastructure.
4. Include an assessment of existing infrastructure.
5. Explain, in general, the reasons for non-functional or deficient natural flood mitigation features or major flood infrastructure being non-functional or deficient, provide a description of the condition and functionality of the feature or infrastructure and whether and when the natural flood feature or major flood infrastructure may become fully functional, and provide the name of the owner and operator of the major flood infrastructure.
6. A general description of the location, source of funding, and anticipated benefits of proposed or ongoing major infrastructure and flood mitigation projects in the FPR.
7. A review and summary of relevant existing planning documents in the region. Documents to be summarized include those referenced under 31 TAC §361.22.

The information gathered and developed in preparation of this chapter shall be subject to the following review process prior to submission of any deliverables:

1. Review of the chapter documents and related information by RFPG members.
2. Modifications to the chapter document based on RFPG, public, and/or agency comments.
3. Submittal of chapter document to TWDB for review and approval.
4. All effort required to obtain final approval of the RFP chapter by TWDB.

Deliverables: A completed Chapter 1 describing the FPR, existing natural flood mitigation features, constructed major flood infrastructure, and major infrastructure and flood mitigation projects currently under development. A tabulated list and GIS map of existing infrastructure and their conditions. Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 2A – Existing Condition Flood Risk Analyses

In addition to generally meeting all applicable rules and statute requirements governing regional and state flood planning under 31 TAC Chapters 361 and 362, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §361.33.

The objective of this task is to prepare a chapter to be combined with Task 2B and included in the 2023 Regional Flood Plan (RFP) that describes the existing and future condition flood risk in the FPR.

The RFPGs shall perform existing condition flood risk analyses for the region comprising: (1) flood hazard analyses that determine the location, magnitude, and frequency of flooding; (2) flood exposure analyses to identify who and what might be harmed within the region; and (3) vulnerability analyses to identify vulnerabilities of communities and critical facilities.

The information developed shall be used to assist the RFPG to establish priorities in subsequent planning tasks, to identify areas that need Flood Management Evaluations (FMEs), and to efficiently deploy its resources.

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

1. Perform existing condition flood hazard analyses to determine the location and magnitude of both 1.0% annual chance and 0.2% annual chance flood events as follows:
 - a. collect data and conduct analyses sufficient to characterize the existing conditions for the planning area;
 - b. identify areas within each FPR where hydrologic and hydraulic model results are already available and summarize the information;
 - c. utilize best available data, including hydrologic and hydraulic models for each area;

- d. prepare a map showing areas identified by the RFPG as having an annual likelihood of inundation of more than 1.0% and 0.2%, the areal extent of this inundation, and the sources of flooding for each area; and
 - e. prepare a map showing gaps in inundation boundary mapping and identify known flood-prone areas based on location of hydrologic features, historic flooding and/or local knowledge.
 2. Develop high-level, region-wide, and largely GIS-based existing condition flood exposure analyses using the information identified in the flood hazard analysis to identify who and what might be harmed within the region for, at a minimum, both 1.0% annual chance and 0.2% annual chance flood events as follows:
 - a. analyses of existing development within the existing condition floodplain and the associated flood hazard exposure;
 - b. for the floodplain as defined by FEMA or as defined by an alternative analysis if the FEMA-defined floodplain is not considered best available;
 - c. may include only those flood mitigation projects with dedicated construction funding and scheduled for completion prior to adoption of the next state flood plan.
 - d. shall consider the population and property located in areas where existing levees or dams do not meet FEMA accreditation as inundated by flooding without those structures in place. Provisionally accredited structures may be allowed to provide flood protection, unless best available information demonstrates otherwise.
 - e. shall consider available datasets to estimate the potential flood hazard exposure including, but not limited to:
 - i. number of residential properties and associated population;
 - ii. number of non-residential properties;
 - iii. other public infrastructure;
 - iv. major industrial and power generation facilities;
 - v. number and types of critical facilities;
 - vi. number of roadway crossings;
 - vii. length of roadway segments; and
 - viii. agricultural area and value of crops exposed.
 - f. shall include a qualitative description of expected loss of function, which is the effect that a flood event could have on the function of inundated structures (residential, commercial, industrial, public, or others) and infrastructure, such as transportation, health and human services, water supply, wastewater treatment, utilities, energy generation, and emergency services.
 3. Perform existing condition vulnerability analyses as follows:
 - a. identify resilience of communities located in flood-prone areas identified as part of the existing condition flood exposure analyses, utilizing relevant data and tools.

- b. identify vulnerabilities of critical facilities to flooding by looking at factors such as proximity to a floodplain or other bodies of water, past flooding issues, emergency management plans, and location of critical systems like primary and back-up power.
4. All data produced as part of the existing condition flood exposure analysis and the existing condition vulnerability analysis shall include:
 - a. underlying flood event return frequency;
 - b. type of flood risk;
 - c. county;
 - d. HUC8;
 - e. existing flood authority boundaries;
 - f. Social Vulnerability Indices for counties and census tracts; and
 - g. other categories as determined by RFPGs or in TWDB Flood Planning guidance documents.

The information gathered and developed in preparation of this chapter shall be subject to the following review process prior to submission of any deliverables:

1. Review of the chapter documents and related information by RFPG members.
2. Modifications to the chapter document based on RFPG, public, and/or agency comments.
3. Submittal of chapter document to TWDB for review and approval.
4. All effort required to obtain final approval of the RFP chapter by TWDB.

Deliverables:

- Prepare a stand-alone chapter (including work from both Tasks 2A & 2B) to be included in the 2023 RFP.
- Prepare maps according to 1(d) and 1(e).
- A tabulated list and GIS map of all pertinent information. All maps should be submitted with underlying GIS data utilized to prepare them.
- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 2B – Future Condition Flood Risk Analyses

In addition to generally meeting all applicable rules and statute requirements governing regional and state flood planning under 31 TAC Chapters 361 and 362, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §361.34.

The objective of this task is to prepare a chapter to be combined with Task 2A and included in the 2023 Regional Flood Plan (RFP) that describes the existing and future condition flood risk in the FPR.

RFPGs shall perform future condition flood risk analyses for the region comprising: (1) flood hazard analyses that determine the location, magnitude and frequency of flooding; (2) flood exposure analyses to identify who and what might be harmed within the region; and (3) vulnerability analyses to identify vulnerabilities of communities and critical facilities.

The information developed shall be used to assist the RFPG to establish priorities in subsequent planning tasks, to identify areas that need FMEs, and to efficiently deploy its resources.

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

1. Perform future condition flood hazard analyses to determine the location and magnitude of both 1.0% annual chance and 0.2% annual chance flood events as follows:
 - a. collect data and conduct analyses sufficient to characterize the future conditions for the planning area based on a "no-action" scenario of approximately 30 years of continued development and population growth under current development trends and patterns, and existing flood regulations and policies based on:
 - i. current land use and development trends and practices and associated projected population based on the most recently adopted state water plan decade and population nearest the next RFP adoption date plus approximately 30 years or as provided for in TWDB Flood Planning guidance documents;
 - ii. reasonable assumptions regarding locations of residential development and associated population growth;
 - iii. anticipated relative sea level change and subsidence based on existing information;
 - iv. anticipated changes to the functionality of the existing floodplain;
 - v. anticipated sedimentation in flood control structures and major geomorphic changes in riverine, playa, or coastal systems based on existing information;
 - vi. assumed completion of flood mitigation projects currently under construction or that already have dedicated construction funding; and
 - vii. other factors deemed relevant by the RFPG.
 - b. identify areas within each FPR where future condition hydrologic and hydraulic model results are already available and summarize the information;
 - c. utilize best available data, including hydrologic and hydraulic models for each area;
 - d. where future condition results are not available, but existing condition hydrologic and hydraulic model results are already available, the RFPGs shall

- modify hydraulic models to identify future conditions flood risk for 1.0% and 0.2% annual chance storms based on simplified assumptions utilizing the information identified in this task.
- e. prepare a map showing areas of 1.0% and 0.2% annual chance of inundation for future conditions, the areal extent of this inundation, and the sources of flooding for each area.
 - f. prepare a map showing gaps in inundation boundary mapping and identify known flood-prone areas based on location of hydrologic features, historic flooding, and/ or local knowledge.
2. Perform future condition flood exposure analyses using the information identified in the flood hazard analysis to identify who and what might be harmed within the region for, at a minimum, both 1.0% annual chance and 0.2% annual chance flood events as follows:
- a. analyses of existing development within the existing condition floodplain and the associated flood hazard exposure;
 - b. analyses of existing and future developments within the future condition floodplain and the associated flood hazard exposure; and
 - c. to include only those flood mitigation projects with dedicated construction funding scheduled for completion prior to the next RFP adoption date plus 30 years or as provided for in TWDB Flood Planning guidance documents.
 - d. Identification of flood prone areas associated with the hazard exposure analyses shall be based on analyses that rely primarily on the use and incorporation of existing and available:
 - i. FIRMs or other flood inundation maps and GIS related data and analyses;
 - ii. available hydraulic flood modeling results;
 - iii. model-based or other types of geographic screening tools for identifying flood prone areas; and
 - iv. other best available data or relevant technical analyses that the RFPG determines to be the most updated or reliable.
3. Perform future condition vulnerability analyses as follows:
- a. identify resilience of communities located in flood-prone areas identified as part of the future condition flood exposure analyses, utilizing relevant data and tools.
 - b. identify vulnerabilities of critical facilities to flooding by looking at factors such as proximity to a floodplain or other bodies of water, past flooding issues, emergency management plans, and location of critical systems like primary and back-up power.
4. All data produced as part of the future condition flood exposure analysis and the future condition vulnerability analysis shall include:
- a. underlying flood event return frequency;
 - b. type of flood risk;

- c. county;
- d. HUC8;
- e. existing flood authority boundaries;
- f. Social Vulnerability Indices for counties and census tracts; and
- g. other categories as determined in TWDB Flood Planning guidance documents.

The information gathered and developed in preparation of this chapter shall be subject to the following review process prior to submission of any deliverables:

1. Review of the chapter documents and related information by RFPG members.
2. Modifications to the chapter document based on RFPG, public, and/or agency comments.
3. Submittal of chapter document to TWDB for review and approval.
4. All effort required to obtain final approval of the RFP chapter by TWDB.

Deliverables:

- Prepare a stand-alone chapter (including work from both Tasks 2A & 2B) to be included in the 2023 RFP.
- Prepare maps according to 1(e) and 1(f). A tabulated list and GIS map of all pertinent information. All maps should be submitted with underlying GIS data utilized to prepare them.
- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 3A - Evaluation and Recommendations on Floodplain Management Practices

In addition to generally meeting all applicable rules and statute requirements governing regional and state flood planning under 31 TAC Chapters 361 and 362, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §361.35.

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

1. Consider the extent to which a lack of, insufficient, or ineffective current floodplain management and land use practices, regulations, policies, and trends related to land use, economic development, and population growth, allow, cause, or otherwise encourage increases to flood risks to both:
 - a. existing population and property, and
 - b. future population and property.
2. Take into consideration the future flood hazard exposure analyses performed under Task 2B, consider the extent to which the 1.0% annual chance floodplain, along with associated flood risks, may change over time in response to anticipated

development and associated population growth and other relevant man-made causes, and assess how to best address these potential changes.

3. Based on the analyses in (1) and (2), make recommendations regarding forward-looking floodplain management and land use recommendations, and economic development practices and strategies, that should be implemented by entities within the FPR. These region-specific recommendations may include minimum floodplain management and land use standards and should focus on how to best address the changes in (2) for entities within the region. These recommendations shall inform recommended strategies for inclusion in the RFP.
4. RFPGs may also choose to adopt region-specific, minimum floodplain management or land use or other standards that impact flood-risk, that may vary geographically across the region, that each entity in the FPR must adopt prior to the RFPG including in the RFP any Flood Management Evaluations, Flood Management Strategies, or Flood Mitigation Projects that are sponsored by or that will otherwise be implemented by that entity.

The information gathered and developed in preparation of this chapter shall be subject to the following review process prior to submission of any deliverables:

1. Review of the chapter documents and related information by RFPG members.
2. Modifications to the chapter document based on RFPG, public, and/or agency comments.
3. Submittal of chapter document to TWDB for review and approval.
4. All effort required to obtain final approval of the RFP chapter by TWDB.

Deliverables:

- Prepare a stand-alone chapter (including work from both Tasks 3A & 3B) to be included in the 2023 RFP.
- List region-specific recommendations regarding forward-looking floodplain management and land use, which may include minimum floodplain management and land use standards.
- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 3B – Flood Mitigation and Floodplain Management Goals

In addition to generally meeting all applicable rules and statute requirements governing regional and state flood planning under 31 TAC Chapters 361 and 362, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §361.36.

Consider the Guidance Principles under 31 TAC §362.3, Tasks 1-3A, input from the public, and other relevant information and considerations.

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

1. Identify specific and achievable flood mitigation and floodplain management goals along with target years by which to meet those goals for the FPR to include, at a minimum, goals specifically addressing risks to life and property.
2. Consider minimum recommended flood protection goal provided by TWDB.
3. Recognize and clearly state the levels of residual risk that will remain in the FPR even after the stated flood mitigation goals are fully met.
4. Structure and present the goals and the residual risks in an easily understandable format for the public including in conformance with TWDB Flood Planning guidance documents.
5. When appropriate, choose goals that apply to full single HUC8 watershed boundaries or coterminous groups of HUC8 boundaries within the FPR.
6. Identify both short-term goals (10 years) and long-term goals (30 years).

The information gathered and developed in preparation of this chapter shall be subject to the following review process prior to submission of any deliverables:

1. Review of the chapter documents and related information by RFPG members.
2. Modifications to the chapter document based on RFPG, public, and/or agency comments.
3. Submittal of chapter document to TWDB for review and approval.
4. All effort required to obtain final approval of the RFP chapter by TWDB.

Deliverables:

- Prepare a stand-alone chapter (including work from both Tasks 3A & 3B) to be included in the 2023 RFP.
- Identify flood mitigation and floodplain management goals considering minimum recommended flood protection goal provided by TWDB.
- Identify specific and achievable flood mitigation and floodplain management goals (10 year and 30 year) in an easily understandable format for the public.
- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 4A – Flood Mitigation Needs Analysis

In addition to generally meeting all applicable rules and statute requirements governing regional and state flood planning under 31 TAC Chapters 361 and 362, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §361.37.

The RFPG shall conduct the analysis in a manner that will ensure the most effective and efficient use of the resources available to the RFPG.

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

1. Based on the analyses and goals developed by the RFPG under Tasks 2A through 3B and any additional analyses or information developed using available screening-level models or methods, the RFPG shall identify locations within the FPR that the RFPG considers to have the greatest flood mitigation and flood risk study needs by considering:
 - a. the areas in the FPR that the RFPG identified as the most prone to flooding that threatens life and property;
 - b. the relative locations, extent, and performance of current floodplain management and land use policies and infrastructure located within the FPR;
 - c. areas identified by the RFPG as prone to flooding that don't have adequate inundation maps;
 - d. areas identified by the RFPG as prone to flooding that don't have hydrologic and hydraulic models;
 - e. areas with an emergency need;
 - f. existing modeling analyses and flood risk mitigation plans within the FPR;
 - g. flood mitigation projects already identified and evaluated by other flood mitigation plans and studies;
 - h. documentation of historic flooding events;
 - i. flood mitigation projects already being implemented; and
 - j. any other factors that the RFPG deems relevant to identifying the geographic locations where potential FMEs and potentially feasible FMSs and FMPs shall be identified and evaluated under §361.38.

The information gathered and developed in preparation of this chapter shall be subject to the following review process prior to submission of any deliverables:

1. Review of the chapter documents and related information by RFPG members.
2. Modifications to the chapter document based on RFPG, public, and/or agency comments.
3. Submittal of chapter document to TWDB for review and approval.
4. All effort required to obtain final approval of the RFP chapter by TWDB.

Deliverables:

- Prepare a stand-alone chapter (including work from both Tasks 4A & 4B) to be included in the 2023 RFP.
- A map identifying the geographic locations within the FPR considered to have the greatest flood mitigation and flood risk study needs where potential FMEs and potentially feasible FMSs and FMPs shall be evaluated
- A tabulated list and GIS map of all pertinent information. All maps should be submitted with underlying GIS data utilized to prepare them.

- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 4B – Identification and Evaluation of Potential Flood Management Evaluations and Potentially Feasible Flood Management Strategies and Flood Mitigation Projects

In addition to generally meeting all applicable rules and statute requirements governing regional and state flood planning under 31 TAC Chapters 361 and 362, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §361.38.

Based on analyses and decisions under Tasks 2A through 4A the RFPG shall identify and evaluate potential FMEs and potentially feasible FMSs and FMPs, including nature-based solutions, some of which may have already been identified by previous evaluations and analyses by others.

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

1. Receive public comment on a proposed process to be used by the RFPG to identify and select FMEs, FMSs, and FMPs for the 2023 RFP. Revise and update documentation of the process by which FMS that were identified as potentially feasible and selected for evaluation in the 2023 RFP. Include a description of the process selected by the RFPG in the Technical Memorandum and the draft Regional Flood Plan and adopted RFPs.
2. Plans to be considered in developing this chapter include relevant plans referenced under 31 TAC §361.22.
3. When evaluating FMSs and FMPs the RFPG will, at a minimum, identify one solution that provides flood mitigation associated a with 1.0% annual chance flood event. In instances where mitigating for 1.0% annual chance events is not feasible, the RFPG shall document the reasons for its infeasibility, and at the discretion of the RFPG, other FMSs and FMPs to mitigate more frequent events may also be identified and evaluated based on TWDB Flood Planning guidance documents.
4. A summary of the RFPG process for identifying potential FMEs and potentially feasible FMSs and FMPs shall be established and included in the draft and final adopted RFP.
5. The RFPG shall then identify potentially feasible FMSs and FMPs in accordance with the RFPG established process.
6. For areas within the FPR that the RFPG does not yet have sufficient information or resources to identify potentially feasible FMSs and FMPs, the RFPG shall identify areas for potential FMEs that may eventually result in FMSs and/or FMPs.
7. The RFPG shall evaluate potentially feasible FMSs and FMPs understanding that, upon evaluation and further inspection, some FMSs or FMPs initially identified as potentially feasible may, after further inspection, be reclassified as infeasible.

8. Evaluations of potentially feasible FMSs and FMPs will require associated, detailed hydrologic and hydraulic modeling results that quantify the reduced impacts from flood events and the associated benefits and costs. Information may be based on previously performed evaluations of projects and related information. Evaluations of potentially feasible FMS and FMPs shall include the following information and be based on the following analyses:
 - a. A reference to the specific flood mitigation or floodplain management goal addressed by the feasible FMS or FMP;
 - b. A determination of whether FMS or FMP meets an emergency need;
 - c. An indication regarding the potential use of federal funds, or other sources of funding, as a component of the total funding mechanism;
 - d. An equitable comparison between and consistent assessment of all FMSs and FMPs that the RFPG determines to be potentially feasible;
 - e. A demonstration that the FMS or FMP will not negatively affect a neighboring area;
 - f. A quantitative reporting of the estimated benefits of the FMS or FMP, including reductions of flood impacts of the 1.0% annual chance flood event and other storm events identified and evaluated if the project mitigates to a more frequent event, to include, but not limited to:
 - (1) Associated flood events that must, at a minimum, include the 1.0% annual chance flood event and other storm events identified and evaluated;
 - (2) Reduction in habitable, equivalent living units flood risk;
 - (3) Reduction in residential population flood risk;
 - (4) Reduction in critical facilities flood risk;
 - (5) Reduction in road closure occurrences;
 - (6) Reduction in acres of active farmland and ranchland flood risk;
 - (7) Estimated reduction in fatalities, when available;
 - (8) Estimated reduction in injuries, when available;
 - (9) Reduction in expected annual damages from residential, commercial, and public property; and
 - (10) Other benefits as deemed relevant by the RFPG including environmental benefits and other public benefits.
 - g. A quantitative reporting of the estimated capital cost of FMPs in accordance with TWDB Flood Planning guidance documents;
 - h. Calculated benefit-cost ratio for FMPs in accordance with *Exhibit C: General Guidelines* and based on current, observed conditions;
 - i. For projects that will contribute to water supply, all relevant evaluations required under §357.34(e) (relating to Identification and Evaluation of Potentially Feasible Water Management Strategies and Water Management Strategy Projects), as determined by the EA based on the type of

- contribution, and a description of its consistency with the currently adopted State Water Plan;
- j. A description of potential impacts and benefits from the FMS or FMP to the environment, agriculture, recreational resources, navigation, water quality, erosion, sedimentation, and impacts to any other resources deemed relevant by the RFPG;
 - k. A description of residual, post-project, and future risks associated with FMPs including the risk of potential catastrophic failure and the potential for future increases to these risks due to lack of maintenance;
 - l. Implementation issues including those related to rights-of-way, permitting, acquisitions, relocations, utilities and transportation; and
 - m. Funding sources and options that exist or will be developed to pay for development, operation, and maintenance of the FMS or FMP.
9. Evaluations of potential FMEs will be at a reconnaissance or screening-level, unsupported by associated detailed hydrologic and hydraulic analyses. These will be identified for areas that the RFPG considers a priority for flood risk evaluation but that do not yet have the required detailed hydrologic and hydraulic modeling or associated project evaluations available to evaluate specific FMSs or FMPs for recommendation in the RFP. These FMEs shall be based on recognition of the need to develop detailed hydrologic models or to perform associated hydraulic analyses and associated project evaluations in certain areas identified by the RFPG.

Evaluations of potential FMEs shall include the following analyses:

- a. A reference to the specific flood mitigation or floodplain management goal to be addressed by the potential FME.
- b. A determination of whether FME may meet an emergency need.
- c. An indication regarding the potential use of federal funds, or other sources of funding as a component of the total funding mechanism.
- d. An equitable comparison between and consistent assessment of all FMEs.
- e. An indication of whether hydrologic and or hydraulic models are already being developed or are anticipated in the near future and that could be used in the FME.
- f. A quantitative reporting of the estimated benefits, including reductions of flood risks, to include:
 - (1) Estimated habitable, living unit equivalent and associated population in FME area;
 - (2) Estimated critical facilities in FME area;
 - (3) Estimated number of roads closures occurrences in FME area;
 - (4) Estimated acres of active farmland and rangeland in FME area; and
 - (5) A quantitative reporting of the estimated study cost of the FME and whether the cost includes use of existing or development of new hydrologic or hydraulic models.

- g. For FMEs, RFPGs do not need to demonstrate that an FME will not negatively affect a neighboring area.
10. RFPGs shall evaluate and present potential FMEs and potentially feasible FMSs and FMPs with sufficient specificity to allow state agencies to make financial or regulatory decisions to determine consistency of the proposed action before the state agency with an approved RFP.
11. Analyses shall be performed in accordance with TWDB Flood Planning guidance documents.
12. All data produced as part of the analyses under this task shall be organized and summarized in the RFP in accordance with TWDB Flood Planning guidance documents.
13. Analyses shall clearly designate a representative location of the FME and beneficiaries including a map and designation of HUC8 and county location.

The information gathered and developed in preparation of this chapter shall be subject to the following review process prior to submission of any deliverables:

1. Review of the chapter documents and related information by RFPG members.
2. Modifications to the chapter document based on RFPG, public, and/or agency comments.
3. Submittal of chapter document to TWDB for review and approval.
4. All effort required to obtain final approval of the RFP chapter by TWDB.

Deliverables:

- Prepare a stand-alone chapter (including work from both Tasks 4B & 5) to be included in the 2023 RFP.
- A list of the potentially feasible FMSs and associated FMPs that were identified by the RFPG. The TWDB Flood Planning guidance documents will include minimum data submittal requirements and deliverable format.
- A map identifying the geographic locations within the FPR considered to have the greatest flood mitigation and flood risk study needs where potential FMEs and potentially feasible FMSs and FMPs shall be evaluated. TWDB Flood Planning guidance documents will include minimum data submittal requirements and deliverable format.
- Data shall be organized and summarized in the RFP in accordance with TWDB Flood Planning guidance documents.
- A tabulated list and GIS map of all pertinent information. All maps should be submitted with underlying GIS data utilized to prepare them.
- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 4C – Prepare and Submit Technical Memorandum

In addition to generally meeting all applicable rules and statute requirements governing regional and state flood planning under 31 TAC Chapters 361 and 362, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §361.13(e).

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

1. Prepare a concise Technical Memorandum to include:
 - a. A list of existing political subdivisions within the FPR that have flood-related authorities or responsibilities;
 - b. A list of previous flood studies considered by the RFPG to be relevant to development of the RFP;
 - c. A geodatabase and associated maps in accordance with TWDB Flood Planning guidance documents that the RFPG considers to be best representation of the region-wide 1.0% annual chance flood event and 0.2% annual chance flood event inundation boundaries, and the source of flooding for each area, for use in its risk analysis, including indications of locations where such boundaries remain undefined;
 - d. A geodatabase and associated maps in accordance with TWDB Flood Planning guidance documents that identifies additional flood-prone areas not described in (c) based on location of hydrologic features, historic flooding, and/or local knowledge;
 - e. A geodatabase and associated maps in accordance with TWDB Flood Planning guidance documents that identifies areas where existing hydrologic and hydraulic models needed to evaluate FMSs and FMPs are available;
 - f. A list of available flood-related models that the RFPG considers of most value in developing its plan;
 - g. The flood mitigation and floodplain management goals adopted by the RFPG per §361.36;
 - h. The documented process used by the RFPG to identify potentially feasible FMSs and FMPs;
 - i. A list of potential FMEs and potentially feasible FMSs and FMPs identified by the RFPG, if any; and
 - j. A list of FMSs and FMPs that were identified but determined by the RFPG to be infeasible, including the primary reason for it being infeasible.
2. Approve submittal of the Technical Memorandum to TWDB at a RFPG meeting subject notice requirements in accordance with 31 TAC §361.21(h). The Technical Memorandum must be submitted to TWDB in accordance with Section I Article I of the contract.

Task 5 – Recommendation of Flood Management Evaluations and Flood Management Strategies and Associated Flood Mitigation Projects

In addition to generally meeting all applicable rules and statute requirements governing regional and state flood planning under 31 TAC Chapters 361 and 362, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §361.39.

The objective of this task is to evaluate and recommend Flood Management Evaluations (FMEs), Flood Management Strategies (FMSs) and their associated Flood Mitigation Projects (FMPs) to be included in the 2023 RFP that describes the work completed, presents the potential FMEs, potentially feasible FMSs and FMPs, recommended and alternative FMSs and FMPs, including all the technical evaluations, and presents which entities will benefit from the recommended FMSs and FMPs.

Work associated with any Task 5 subtasks shall be contingent upon a written notice-to-proceed. This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

1. Recommend FMSs and FMPs to reduce the potential impacts of flood based on the evaluations under §361.38 and RFPG goals and that must, at a minimum, mitigate for flood events associated with at 1.0 percent annual chance (100-yr flood) where feasible. In instances where mitigating for 100-year events is not feasible, FMS and FMPs to mitigate more frequent events may be recommended based on TWDB Flood Planning guidance documents. Recommendations shall be based upon the identification, analysis, and comparison of alternatives that the RFPG determines will provide measurable reductions in flood impacts in support of the RFPG's specific flood mitigation and/or floodplain management goals.
2. Provide additional information in conformance with TWDB Flood Planning guidance documents which will be used to rank recommended FMPs in the state flood plan.
3. Recommend FMEs that the RFPG determines are most likely to result in identification of potentially feasible FMSs and FMPs that would, at a minimum, identify and investigate one solution to mitigate for flood events associated with a 1.0% annual chance flood event and that support specific RFPG flood mitigation and/or floodplain management goals.
4. Recommended FMSs or FMPs may not negatively affect a neighboring area or an entity's water supply.
5. Recommended FMSs or FMPs that will contribute to water supply may not result in an overallocation of a water source based on the water availability allocations in the most recently adopted State Water Plan.
6. Specific types of FMEs, FMSs, or FMPs that should be included and that should not be included in RFPs must be in accordance with TWDB Flood Planning guidance documents.

7. FMS and FMP documentation shall include a strategy or project description, discussion of associated facilities, project map, and technical evaluations addressing all considerations and factors required under 31 TAC §361.38(h).
8. Coordinate and communicate with FME, FMS, and FMP sponsors, individual local governments, regional authorities, and other political subdivisions.
9. Process documentation of selecting all recommended FMSs and associated FMPs including development of FMS evaluations matrices and other tools required to assist the RFPG in comparing and selecting recommended FMSs and FMPs.
10. Document the evaluation and selection of all recommended FMS and FMPs, including an explanation for why certain types of strategies may not have been recommended.

The information gathered and developed in preparation of this chapter shall be subject to the following review process prior to submission of any deliverables:

1. Review of the chapter documents and related information by RFPG members.
2. Modifications to the chapter document based on RFPG, public, and/or agency comments.
3. Submittal of chapter document to TWDB for review and approval.
4. All effort required to obtain final approval of the RFP chapter by TWDB.

Deliverables:

- Prepare a stand-alone chapter (including work from both Tasks 4B & 5) to be included in the 2023 RFP to include technical analyses of all evaluated FMSs and FMPs.
- A list of the recommended FMEs, FMSs, and associated FMPs that were identified by the RFPG. TWDB Flood Planning guidance documents will include minimum data submittal requirements and deliverable format.
- Data shall be organized and summarized in the RFP in accordance with TWDB Flood Planning guidance documents.
- A tabulated list and GIS map of all pertinent information. All maps should be submitted with underlying GIS data utilized to prepare them.
- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 6A – Impacts of Regional Flood Plan

In addition to generally meeting all applicable rules and statute requirements governing regional and state flood planning under 31 TAC Chapters 361 and 362, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §361.40.

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to include:

1. a region-wide summary of the relative reduction in flood risk that implementation of the RFP would achieve within the region including with regard to life, injuries, and property.
2. a statement that the FMPs in the plan, when implemented, will not negatively affect neighboring areas located within or outside of the FPR.
3. a general description of the types of potential positive and negative socioeconomic or recreational impacts of the recommended FMSs and FMPs within the FPR.
4. a general description of the overall impacts of the recommended FMPs and FMSs in the RFP on the environment, agriculture, recreational resources, water quality, erosion, sedimentation, and navigation.

The information gathered and developed in preparation of this chapter shall be subject to the following review process prior to submission of any deliverables:

1. Review of the chapter documents and related information by RFPG members.
2. Modifications to the chapter document based on RFPG, public, and/or agency comments.
3. Submittal of chapter document to TWDB for review and approval.
4. All effort required to obtain final approval of the RFP chapter by TWDB.

Deliverables: Prepare a stand-alone chapter (including work from both Tasks 6A & 6B) to be included in the 2023 RFP. Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 6B – Contributions to and Impacts on Water Supply Development and the State Water Plan

In addition to generally meeting all applicable rules and statute requirements governing regional and state flood planning under 31 TAC Chapters 361 and 362, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §361.41.

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

1. Include a region-wide summary and description of the contribution that the regional flood plan would have to water supply development including a list of the specific FMSs and FMPs that would contribute to water supply.
2. Include a description of any anticipated impacts, including to water supply or water availability or projects in the State Water Plan, that the regional flood plan FMSs and FMPs may have.

The information gathered and developed in preparation of this chapter shall be subject to the following review process prior to submission of any deliverables:

1. Review of the chapter documents and related information by RFPG members.
2. Modifications to the chapter document based on RFPG, public, and/or agency comments.
3. Submittal of chapter document to TWDB for review and approval.
4. All effort required to obtain final approval of the RFP chapter by TWDB.

Deliverables: Prepare a stand-alone chapter (including work from both Tasks 6A & 6B) to be included in the 2023 RFP. Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 7 – Flood Response Information and Activities

In addition to generally meeting all applicable rules and statute requirements governing regional and state flood planning under 31 TAC Chapters 361 and 362, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §361.42.

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

1. Summarize the nature and types of flood response preparations within the FPR including providing where more detailed information is available regarding recovery.
2. Coordinate and communicate, as necessary, with entities in the region to gather information.
3. RFPGs shall not perform analyses or other activities related to planning for disaster response or recovery activities.
4. Plans to be considered in developing this chapter include relevant plans referenced under 31 TAC §361.22.

The information gathered and developed in preparation of this chapter shall be subject to the following review process prior to submission of any deliverables:

1. Review of the chapter documents and related information by RFPG members.
2. Modifications to the chapter document based on RFPG, public, and/or agency comments.
3. Submittal of chapter document to TWDB for review and approval.
4. All effort required to obtain final approval of the RFP chapter by TWDB.

Deliverables: Prepare a stand-alone chapter to be included in the 2023 RFP. Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 8 – Administrative, Regulatory, and Legislative Recommendations

In addition to generally meeting all applicable rules and statute requirements governing regional and state flood planning under 31 TAC Chapters 361 and 362, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §361.43.

The objective of this task is to prepare a separate chapter to be included in the 2023 RFP that presents the RFPG's administrative, legislative, and regulatory recommendations.

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to develop:

1. Legislative recommendations that they consider necessary to facilitate floodplain management and flood mitigation planning and implementation.
2. Other regulatory or administrative recommendations that they consider necessary to facilitate floodplain management and flood mitigation planning and implementation.
3. Any other recommendations that the RFPG believes are needed and desirable to achieve its regional flood mitigation and floodplain management goals.
4. Recommendations regarding potential, new revenue-raising opportunities, including potential new municipal drainage utilities or regional flood authorities, that could fund the development, operation, and maintenance of floodplain management or flood mitigation activities in the region.

The information gathered and developed in preparation of this chapter shall be subject to the following review process prior to submission of any deliverables:

1. Review of the chapter documents and related information by RFPG members.
2. Modifications to the chapter document based on RFPG, public, and/or agency comments.
3. Submittal of chapter document to TWDB for review and approval.
4. All effort required to obtain final approval of the RFP chapter by TWDB.

Deliverables: Prepare a stand-alone chapter to be included in the 2023 RFP. Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 9 – Flood Infrastructure Financing Analysis

In addition to generally meeting all applicable rules and statute requirements governing regional and state flood planning under 31 TAC Chapters 361 and 362, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §361.44.

The objective of this task is to report on how sponsors of recommended FMPs propose to finance projects.

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

1. Coordinate and communicate with individual local governments, regional authorities, and other political subdivisions.
2. Perform a survey, including the following work:
 - a. Contacting FME and FMP sponsors.

- b. Collection and collation of data.
 - c. Documentation of the effectiveness of survey methodology, providing percent survey completions, and whether an acceptable minimum percent survey completion was achieved.
 - d. Submission of data.
3. Coordinate with FME and FMP sponsors as necessary to ensure detailed needs and costs associated with their anticipated evaluations and projects are sufficiently represented in the RFP for future funding determinations.
 4. Assist the RFPG with the development of recommendations regarding the proposed role of the State in financing flood infrastructure projects identified in the RFP.
 5. Summarize the survey results.

The information gathered and developed in preparation of this chapter shall be subject to the following review process prior to submission of any deliverables:

1. Review of the chapter documents and related information by RFPG members.
2. Modifications to the chapter document based on RFPG, public, and/or agency comments.
3. Submittal of chapter document to TWDB for review and approval.
4. All effort required to obtain final approval of the RFP chapter by TWDB.

Deliverables: A completed Chapter 9 shall be delivered in the 2023 RFP to include summary of reported financing approaches for all recommended FMPs. Data shall be submitted in accordance with TWDB guidance documents. Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 10 – Public Participation and Plan Adoption

The objective of this task is to address public participation, public meetings, eligible administrative and technical support activities, and other requirements and activities eligible for reimbursement. Objectives also include activities necessary to complete and submit a draft RFP and final RFP, and obtain TWDB approval of the RFP.

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

1. In addition to generally meeting all applicable statute requirements governing regional and state flood planning this portion of work shall, in particular, include all technical and administrative support activities necessary to meet all the requirements of 31 TAC Chapters 361 and 362 that are not already addressed under the scope of work associated with other contract Tasks but that are necessary and or required to complete and deliver an draft Regional Flood Plan and final, adopted RFP to TWDB and obtain approval of the adopted RFP by TWDB.
2. Organization, support, facilitation, and documentation of all meetings/hearings associated with: preplanning meeting; consideration of a substitution of alternative flood management strategies; public hearing after adoption of the draft Regional

Flood Plan and prior to adoption of the final RFP; and consideration of RFP amendments, alternative FMS substitutions, or Board-directed revisions.

Technical Support and Administrative Activities

1. RFPGs shall support and accommodate periodic presentations by the TWDB for the purpose of orientation, training, and retraining as determined and provided by the TWDB during regular RFPGRWPG meetings.
2. Attendance and participation of technical consultants at RFPG, subgroup, subcommittees, special and or other meetings and hearings including preparation and follow-up activities.
3. Developing technical and other presentations and handout materials for regular and special meetings to provide technical and explanatory data to the RFPG and its subcommittees, including follow-up activities.
4. Administrative and technical support and participation in RFPG activities, and documentation of any RFPG workshops, work groups, subgroup and/or subcommittee activities.
5. Technical support and administrative activities associated with periodic and special meetings of the RFPG including developing agendas and coordinating activities for the RFPG.
6. Provision of status reports to TWDB for work performed under this Contract.
7. Development of draft and final responses for RFPG approval to public questions or comments as well as approval of the final responses to comments on RFP documents.
8. Intraregional and interregional coordination and communication, and or facilitation required within the FPR and with other RFPGs to develop a RFP.
9. Incorporation of all required data and reports into RFP document.
10. Modifications to the RFP documents based on RFPG, public, and or agency comments.
11. Preparation of a RFP chapter summarizing Task 10 activities including review by RFPG and modification of document as necessary.
12. Development and inclusion of Executive Summaries in both draft Regional Flood Plan and final RFP.
13. Production, distribution, and submittal of all draft and final RFP-related planning documents for RFPG, public and agency review, including in hard-copy format when required.
14. Assembling, compiling, and production of the completed draft Regional Flood Plan and Final Regional Flood Plan document(s) that meet all requirements of statute, 31 TAC Chapters 361 and 362, Contract and associated guidance documents.
15. Submittal of the RFP documents in both hard copy and electronic formats to TWDB for review and approval; and all effort required to obtain final approval of the RFP by TWDB.

Other Activities

Draft RFP Scope of Work

1. Review of all RFP-related documents by RFPG members.
2. Development and maintenance of a RFPG website or RFPG-dedicated webpage on the RFPG administrator's website for posting planning group meeting notices, agendas, materials, and plan information.
3. Limited non-labor, direct costs associated with maintenance of the RFPG website.
4. Development of agendas, presentations, and handout materials for the public meetings and hearings to provide to the general public.
5. Documentation of meetings and hearings to include recorded minutes and/or audio recordings as required by the RFPG bylaws and archiving and provision of minutes to public.
6. Preparation and transmission of correspondence, for example, directly related to public comments on RFP documents.
7. Promoting consensus decisions through conflict resolution efforts including monitoring and facilitation required to resolve issues between and among RFPG members and stakeholders in the event that issues arise during the process of developing the RFP, including mediation between RFPG members, if necessary.
8. RFPG membership solicitation activities.
9. Meeting all posting, meeting, hearing and other public notice requirements in accordance with the open meetings act, statute, and 31 TAC §361.21 and any other applicable public notice requirements.
10. Solicitation, review, and dissemination of public input, as necessary.
11. Any efforts required, but not otherwise addressed in other SOW tasks that may be required to complete an RFP in accordance with all statute and rule requirements.

Deliverables:

- A completed Chapter 10 summarizing public participation activities and appendices with public comments and RFPG responses to comments.
- Complete draft Regional Flood Plan and final, adopted RFP documents.
- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

ATTACHMENT C

Regional Flood Planning Group Sponsor Designation Form

Regional Flood Planning Group Sponsor Designation Form

Each five-year planning cycle, each Regional Flood Planning Group (RFPG) must designate a political subdivision to act as their Planning Group Sponsor to apply for and receive financial assistance from the TWDB to develop or revise a regional flood plan pursuant to 31 Texas Administrative Code (TAC) Chapters 361 and 362. RFPGs are required to provide written designation naming their authorized Planning Group Sponsor to the TWDB. This form may be used by an RFPG to satisfy this requirement.

I Jeff Branick (Chairperson Name), the Chairperson of the
Region 5. Neches RFPG (Region Name) RFPG, hereby certify that the
Region 5. Neches RFPG (Region Name) RFPG has designated the political subdivision listed on
this form as the group's Planning Group Sponsor pursuant to 31 TAC Chapters 361 and 362.

Signature: _____ Date: _____

I Scott Hall (*Authorized Representative of Sponsor Political Subdivision
Name*), an authorized representative of the Lower Neches Valley Authority (Sponsor Political
Subdivision Name), attest that the Lower Neches Valley Authority (Sponsor Political Subdivision
Name) has the legal authority to conduct the procurement of professional services and enter into the
contracts necessary for regional flood planning. I hereby accept the RFPG's sponsorship designation on
behalf of the Lower Neches Valley Authority (Sponsor Political Subdivision Name) and agree to
fulfill the sponsorship responsibilities as outlined in 31 TAC Chapters 361 and 362.

Signature: _____ Date: _____

ATTACHMENT D

Regional Flood Planning Group Adopted Bylaws



Region 5 Neches

Regional Flood Planning Group

Bylaws

Adopted October 28, 2020

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ARTICLE I. Names

Section 1 Organization

The official name of this organization shall be the “Region 5 Neches Regional Flood Planning Group” (hereinafter “Region 5 Neches RFPG”).

Section 2 Flood Planning Region

The official name and boundaries of the flood planning region designated by the Texas Water Development Board (hereinafter “TWDB”) in accordance with Senate Bill 8 of the 86th Regular Texas Legislature on April 9, 2020 , shall be the “Region 5 Neches Flood Planning Region” (hereinafter “Region 5 Neches FPR”).

ARTICLE II. Establishment and Purpose

The Region 5 Neches RFPG was established by the TWDB on October 1, 2020, through the designation of initial flood planning group members. The purpose of the Region 5 Neches RFPG is to carry out the responsibilities placed on regional flood planning groups as required by Texas Water Code Chapter 16 and TWDB rules, including 31 Texas Administrative Code (TAC) Chapters 361 and 362.

ARTICLE III. Principal Administrative Office

The principal administrative office of the Region 5 Neches RFPG shall be the principal business offices of the planning group sponsor. The administrative officer of the Region 5 Neches RFPG for purposes of the Texas Open Records Act shall be an individual designated by the planning group sponsor. The Chair of the Region 5 Neches RFPG shall ensure that the mailing address and physical address of the principal office and administrative officer are provided to all members of the Region 5 Neches RFPG and the Executive Administrator of the TWDB.

ARTICLE IV. Responsibilities

The Region 5 Neches RFPG shall have the responsibility for performing the functions defined in Texas Water Code, Chapter 16 and in 31 TAC Chapters 361 and 362 related to regional flood planning for the Region 5 Neches FPR. Foremost among those responsibilities shall be the development of a regional flood plan for the Region 5 Neches FPR that identifies flood risks, establishes flood mitigation and floodplain management goals, and recommends evaluations, strategies, and projects to reduce flood risks.

ARTICLE V. Voting Membership

Section 1 Composition

The initial voting members of the Region 5 Neches RFPG shall be comprised of the initial flood planning group members as designated by the TWDB on October 1, 2020. The Region 5 Neches RFPG may subsequently add additional voting

members through a process in conformance with these bylaws, specifically Section 4 of this Article.

The Region 5 Neches RFPGs shall at all times, maintain each of the required voting positions listed in 31 TAC §361.11(e). However, if the Region 5 Neches FPR does not have an interest in one of the categories, then the Region 5 Neches RFPG shall so advise the Executive Administrator of the TWDB and an individual member designation may not be required.

The Region 5 Neches RFPG shall provide a current list of its voting and non-voting positions and the individual member name that fills each position to the TWDB.

The voting membership of the Region 5 Neches RFPG shall not exceed 18 members.

Section 2 Terms of Office

The terms of all initial voting members shall expire on July 10, 2023. Upon the expiration of the initial terms, all voting members shall draw lots for additional terms of five years or two years, such that half of the voting members' terms will expire in two additional years and the other half in five additional years. If there is an odd number of voting members at the time that lots are drawn, one more than half shall draw lots for the two-year terms.

Except for the initial terms of the initial voting members and the two-year terms described above, all subsequent terms of office for voting members shall be five years, the goal of staggering the terms of office having been accomplished. There are no limits to the number of terms a member may serve. Upon the expiration of a member's term, a majority vote of the total voting membership shall be required for the member to continue to serve for a subsequent term. If a member fails to be affirmed for a subsequent term, then the voting members shall initiate procedures to appoint a successor utilizing the process set forth under Section 4 of this Article.

Section 3 Conditions of Membership

In order to be eligible for voting membership on the Region 5 Neches RFPG, a person must be capable of adequately representing the interest for which a member is sought, be willing to participate in the regional flood planning process, attend meetings, and abide by these bylaws.

Section 4 Selections of Members

4.1 Filling Vacancies

No later than ninety calendar days prior to the expiration of a voting member's term, or within forty-five calendar days after the removal of or unanticipated resignation of a voting member, the Region 5 Neches RFPG shall post public notice on its website and any other relevant websites and notify via email the county clerk in each county located in whole or in part in the Region 5 Neches FPR soliciting nominations for a successor, identifying the particular interest for which the nomination is sought, stating the conditions of membership, delineating the method for submitting nominations, and establishing a deadline

for submission of nominations between thirty and forty-five calendar days from the date that public notice was posted. Members of the Region 5 Neches RFPG may also submit nominations in the manner prescribed in the public notice.

The Region 5 Neches RFPG Executive Committee shall receive and process the nominations and, no sooner than ten calendar days after the deadline for submitting nominations, shall recommend a nominee to the voting membership as a whole, giving strong consideration to a consensus nominee from those individuals and entities that collectively represent that interest. The Executive Committee shall not be bound by the nominations received and may consider any person who meets the conditions of membership as a nominee. The voting membership as a whole shall not be bound by the recommendation of the Executive Committee and may consider any person who meets the conditions of membership as a nominee.

The voting members shall attempt to select a successor by consensus. If efforts to reach consensus fail, the Chair shall call for a vote on a nominee. A majority vote of the voting members present shall be required to appoint a successor. If the voting members fail to select a successor, the voting members shall consider other nominations until a successor can be selected by consensus or majority vote of the voting members present.

4.2 Adding and Removing New Voting Positions

In addition to selecting successor voting members to fill vacancies caused by removal or the expiration of a term, the Region 5 Neches RFPG may, at any time, add additional voting positions including in any new interest categories or additional representatives of the required interest categories in Texas Water Code §16.062(c) and 31 TAC §361.11(e), that the RFPG considers appropriate for development of its RFP. The Region 5 Neches RFPG must use the selection process set forth in this section for filling vacancies.

Adding any new voting position that increases the total number of voting positions may only occur upon a two-thirds vote of all existing voting positions (31 TAC §361.11(i)).

If a new voting position is created, the existing voting members shall select a nominee to fill the new position by majority vote of the voting members present and shall determine by consensus, but not less than agreement of a majority of the voting members present, the exact applicability of the membership term provisions and restrictions to the new member at the time of the new members selection.

The Region 5 Neches RFPG may, at any time, remove a voting position as long as the Region 5 Neches RFPGs maintains each of the required voting positions listed in 31 TAC §361.11(e). Removal of a voting position requires a majority vote of all existing voting positions. If there is currently a member serving in the voting position to be removed, that member will be removed from their position and the Region 5 Neches RFPG is not required to remove the voting member by the process set forth in Section 7 of this Article.

If upon the designation of initial flood planning group members by the TWDB on October 1, 2020, there is a vacant voting position for one or more of the required interest categories in 31 TAC §361.11(e), the Region 5 Neches RFPG shall solicit nominations by generally utilizing the selection process set forth in this section, A nominee may be selected to fill the vacant voting position upon a majority vote of the voting members present.

In both the consideration of nominees and the selection of new voting positions and members, the Executive Committee and other voting members shall strive to achieve geographic, ethnic, and gender diversity.

4.3 Outgoing Members

Outgoing voting members shall be given the opportunity to fully participate in the selection process for their successors and shall serve until their successors take office. However, no member shall participate in a vote in which he or she is a nominee.

Because initial members continue to serve for additional terms of either two or five years at the end of their initial terms as set forth under Section 2 of this Article, this Section 4 shall not apply to the regular expiration of the initial terms of the initial members; however, this section shall apply to the selection of a successor for a removed voting member during the initial terms.

Section 5 Attendance

All members shall make a good faith effort to attend all Region 5 Neches RFPG meetings. Records of attendance shall be kept by the Secretary at all Region 5 Neches RFPG meetings and hearings and presented as part of the minutes. Voting members of the Region 5 Neches RFPG that have recorded absences from three consecutive meetings and/or hearings, or at least one-half of the sum of all meetings and hearings in the preceding twelve months, shall be considered to have engaged in excessive absenteeism and shall be subject to removal from membership under Section 7 of this Article.

Section 6 Code of Conduct

Members and designated alternates of the Region 5 Neches RFPG shall conduct the business of the Region 5 Neches RFPG in an ethical manner and shall avoid any form or appearance of a conflict of interest, real or apparent, by observing the following:

- (a)** No member or designated alternate of the Region 5 Neches RFPG shall:
- (1) Solicit or accept gratuities, favors, or anything of monetary value from suppliers or potential suppliers of services, materials, or equipment, including subcontractors under recipient contracts; or
 - (2) Participate in the selection, award, or administration of a procurement where the member or designated alternate has a financial or other substantive interest in the organization being considered for award. Such conflict may be due to any of the following having a financial or familial relationship with the organization:
 - (i) the member or designated alternate;
 - (ii) the member's or designated alternate's family;

- (iii) the member's or designated alternate's business partner(s); or
- (iv) a person or organization that employs, or is about to employ, any of the persons listed in (i)-(iii), above.

(3) Participate in any deliberation, decision, or vote that would constitute a conflict of interest under federal, state, or local law.

(b) Potential conflicts of interest shall be clearly stated by the voting member or designated alternate prior to any deliberation or action on an agenda item with which the voting member or designated alternate may be in conflict. Where the potential conflict is restricted to a divisible portion of an agenda item, the Chair may divide the agenda item into parts, at the Chair's discretion, for deliberation and voting purposes. An abstention from participation in deliberations, decisions, or voting and the reasons therefor shall be noted in the minutes.

Section 7 Removal of Voting Members

(a) Grounds for Removal of Voting Members. The following shall constitute grounds for removal of a voting member:

- (1) engaging in excessive absenteeism as defined under Section 5 of this Article
- (2) any violation or attempted violation of the Public Information Act (Government Code Chapter 552) or the Open Meetings Act (Government Code Chapter 551);
- (3) failure to abide by the code of conduct provisions set forth under Section 6 of this Article;
- (4) change in status so that the member no longer represents the interest he or she was selected to represent;
- (5) falsifying documents;
- (6) any other serious violation of these bylaws as may be determined by the voting members; or
- (7) the voting member's designated alternate engages in any acts described in subdivisions (2), (3), (5) or (6) of this subsection.

(b) Process for Removing Voting Members. Voting members may be removed at any time for any of the grounds for removal of voting members set forth in subsection (a) of this section. Any member with knowledge or suspicion that a voting member or designated alternate has engaged in acts or that events have occurred constituting a ground for removal under subsection (a) of this section shall report such information or suspicion to the Chair. The Chair, upon discovering or receiving such information, shall make a written request to that member to verify or refute the alleged acts or events. The member shall provide a written response to the Chair within fifteen calendar days from the date of receipt of the Chair's request. Within five calendar days of receipt of the member's response, the Chair shall forward copies of the response to the voting members. If the Chair believes that a ground for removal may exist or if the member fails to provide a timely response to the Chair's request, the Chair shall confer with the Executive Committee regarding the matter. The Executive Committee may vote to place an item on the next subsequent agenda addressing the possible removal of the member. If the Chair does not believe that a ground for removal exists and indicates that he or she will not place an item on the next agenda addressing the possible removal, then a written request

from five voting members will be required to place an item on a subsequent meeting agenda addressing the possible removal of the member. At the meeting, all discussion and debate with regard to the possible removal shall take place in a closed, executive session, but the final vote on removal shall take place in an open meeting. During the executive session, the Chair shall lay out all of the correspondence and information that has been received related to the possible removal and the member subject to the possible removal may present evidence refuting or verifying the information presented. The voting members may remove the member by a majority vote of the voting members present. The member subject to the removal action shall not participate in any way in the removal vote, nor shall his or her membership count as part of the voting members present of calculating a majority vote.

ARTICLE VI. Non-Voting Membership

Section 1 Mandatory Members

The non-voting members of the Region 5 Neches RFPG shall include the non-voting members set forth in 31 TAC §361.11(f)(1)-(7). As necessary, the Region 5 Neches RFPG shall include members designated by upstream or downstream RFPGs or members from neighboring RFPGs touching the Gulf Coast, as set forth in 31 TAC §361.11(f)(8)-(9). Such designees shall have no terms of office and shall serve until replaced by the designating entity. However, if the voting members decide by a majority vote of the voting members present, that a particular designee is hindering the regional flood planning efforts of the Region 5 Neches RFPG, the Chair shall make a written request to the entity requesting the designation of another person to serve as the entity's designee.

In accordance with 31 TAC 361.11(f)(8), if there is an upstream or downstream FPR that is located within the same river basin as the Region 5 Neches FPR, the Region 5 Neches RFPG must designate a non-voting member liaison to coordinate with the upstream or downstream RFPG.

In accordance with 31 TAC 361.11(f)(9), if Region 5 Neches RFPG touches the Gulf Coast, the Region 5 Neches RFPG must designate a non-voting member liaison to coordinate with neighboring RFPGs that also touch the Gulf Coast.

Section 2 Discretionary Members

The voting members of the Region 5 Neches RFPG may choose to create a new non-voting position to represent a specific entity by a two-thirds vote of the voting members present. The Chair shall make a written request within ten calendar days to the entity requesting the designation of a person to serve as the entity's designee. Such designees shall have no terms of office and shall serve until replaced by the designating entity or until the entity is removed as a non-voting member. However, if the voting members determine by a majority vote of the voting members present vote that a particular designee is hindering the regional flood planning efforts of the Region 5 Neches RFPG and that the entity should remain as a non-voting member, the Chair shall make a written request within ten calendar days to the entity requesting the designation of another person to serve as the entity's designee.

In addition to creating new non-voting positions for specific entities, the Region 5 Neches RFPG may, at any time, create non-voting positions for specific interest categories that the RFPG considers appropriate for development of its RFP by a two-thirds vote of voting members present. The Region 5 Neches RFPG must use the selection process set forth in Article V, Section 4.

Section 3 Code of Conduct

All non-voting members shall comply with the code of conduct provisions under Section 6 of Article V of these bylaws.

ARTICLE VII. Designated Alternates

Each member shall designate an alternate to represent him/her when he/she is unable to attend a meeting. Each member must notify the Chair in writing of the name and appropriate contact information of the member's designated alternate at least forty-eight hours prior to the first meeting at which the designated alternate will appear on behalf of the member. If the member fails to provide such notice, the Chair may forbid the participation of the designated alternate at the meeting or hearing. The Chair shall not recognize the designation of more than one alternate per member at any given time. The Chair shall not recognize more than two alternate designations of any kind per member per calendar year unless the Region 5 Neches RFPG expressly decides to waive this provision.

The designated alternate shall enjoy the same voting privileges, or lack thereof, and shall be bound by the same duties, terms, and conditions as the member they represent, except as otherwise provided in these bylaws. However, a designated alternate for a voting member who serves as an officer shall not be allowed to serve in the capacity as an officer in the member's absence.

The Chair shall provide each member with a current list of all members and their designated alternates.

ARTICLE VIII. Officers

Section 1 Officers, Restrictions, and Terms of Office

Voting members of the Region 5 Neches RFPG shall select from the voting membership a Chair, Vice Chair, and Secretary to serve as officers. Each officer shall serve a term of one calendar year. However, the terms of the initial officers selected under Section 2 of this Article shall expire when the regular officers take office as provided under this Article. Except as provided under Section 4 of this Article, an officer shall serve until his or her successor takes office. No two voting members representing the same interest shall serve as officers at the same time. Elections shall be held annually, with no restrictions on the number of consecutive terms an individual may serve as an officer other than those that apply because of his or her status as a voting member under these bylaws.

Section 2 Selection

(a) Initial Officers. Within 90 days after the adoption of these bylaws, the voting members shall select initial officers. Nominations shall be made from the floor by voting members. The voting members shall select officers from among the nominees by consensus if possible, but not less than agreement of a majority of the voting members present.

(b) Regular Officers. Regular officers shall be selected at the first meeting of each calendar year after the calendar year in which these bylaws were adopted. Written notice of the meeting to select officers shall be sent to all members of the Region 5 Neches RFPG by the current Secretary thirty calendar days prior to the meeting. Nominations shall be made from the floor by voting members. The voting members shall select officers from among the nominees by consensus, but not less than agreement of a majority of the voting members present.

Section 3 Removal of Officers

Any officer may be removed from office for any of the grounds for removal of voting members set forth under Article V of these bylaws, or for repeated failure to carry out the duties of the office. Removal of an officer shall be decided by a majority vote of the voting members present. Removal of an officer shall be set as an agenda item at the next scheduled meeting upon written request signed by five voting members to the Chair or Secretary. The Chair or Secretary receiving the request shall notify the officer in writing that he or she shall be subject to a removal action at the next scheduled meeting. At the meeting, all discussion and debate with regard to the possible removal shall take place in a closed, executive session, but the final vote on removal shall take place in an open meeting. During the executive session, the presiding officer shall lay out the information that has been received related to the possible removal, and the officer subject to the possible removal action may present evidence refuting or verifying the information presented. If the Chair is the subject of the possible removal action, the Vice-Chair shall preside over the meeting during the agenda item concerning the Chair's removal. The officer subject to the removal action shall not participate in any way in the removal decision, nor shall his or her membership count as part of the total membership for purposes of calculating a majority vote. The notice of the meeting shall be posted in accordance with the Open Meetings Act and shall state that the issue of possibly removing the officer will be on the agenda. Any vacancy caused by the removal shall be filled as provided under Section 4 of this Article. Removing an officer from their office under this section does not remove the member from their voting position on the Region 5 Neches RFPG. To remove a voting member from their voting position, the Region 5 Neches RFPG must follow to the removal process under Article V, Section 7.

Section 4 Vacancies of Officers

Whenever an officer vacancy exists because of death, resignation, or removal, the vacancy shall be filled within thirty days of the event causing the vacancy. Nominations shall be made from the floor by voting members. The voting members shall select a replacement officer from among the nominees by a majority vote of the voting members present. The next highest-ranking officer

shall serve in the vacant position until a successor takes office, unless the office of the Secretary becomes vacant, in which case the Chair shall appoint a willing voting member to serve as Secretary until the successor to the Secretary takes office. The person selected to fill a vacancy for an officer shall serve for the unexpired term of his or her predecessor in office.

Section 5 Duties of Each Officer

(a) Chair. The Chair shall be the executive officer of the Region 5 Neches RFPG. The Chair will preside at all meetings of the Region 5 Neches RFPG and perform all duties provided by these bylaws. If the Chair is unable to carry out his/her duties, the Vice Chair shall assume the duties of the Chair.

(b) Vice Chair. The Vice Chair shall assist the Chair in the discharge of his/her duties and, in the absence of the Chair, shall assume the Chair's full responsibilities and duties. In the event the Chair is unable to carry out his/her duties, the Vice Chair shall serve as Chair until the Region 5 Neches RFPG elects a new Chair under Section 4 of this Article. The Vice-Chair shall perform other duties as assigned by the Chair, or these bylaws.

(c) Secretary. The Secretary shall maintain the minutes and take attendance of the Region 5 Neches RFPG meetings. The minutes and attendance shall be kept as part of the Region 5 Neches RFPG official records. The Secretary shall ensure that all notices are properly posted as provided in the bylaws, as required by law, and as required by the Texas Open Meetings Act. The Secretary shall perform other duties as assigned by the Chair or these bylaws. If the both the Chair and Vice Chair are unable to carry out the duties of the Chair, the Secretary shall assume the duties of the Chair.

Section 6 Executive Committee

The Executive Committee shall be composed of five Region 5 Neches RFPG members, including the Chair, Vice Chair, Secretary, and two voting members-at-large. No two voting members representing the same interest shall serve as members of the Executive Committee at the same time. The two members-at-large shall be selected annually in the same manner and with the same terms as set forth for the selection of officers under this Article. Members-at-large shall be removed and their vacancies filled in the manner prescribed for officers under this Article.

The Executive Committee shall be responsible for carrying out the duties imposed on it in these bylaws. The voting members of the Region 5 Neches RFPG may delegate administrative decisions to the Executive Committee unless provided otherwise in these bylaws.

All meetings of the Executive Committee shall comply with the provisions related to meetings generally as set forth in Article IX of these bylaws.

Section 7 Designated Alternates

A designated alternate of a member serving as an officer shall not serve in the member's capacity as an officer in lieu of the member. When an officer is absent or otherwise unable to serve, the next highest-ranking officer shall serve for the

officer. If no lower ranking officer exists or can serve, then a member designated by the Chair or acting Chair shall serve for the officer.

ARTICLE IX. Meetings

Section 1 Open Meetings and Notice

All meetings of the Region 5 Neches RFPG, its committees and/or sub-groups, shall be posted and open to the public in the manner of a governmental body under the Texas Open Meetings Act and as set forth in the TWDB rules. All actions of the Region 5 Neches RFPG shall be deliberated and undertaken in open meeting, unless otherwise authorized by the Texas Open Meetings Act. The time and place of meetings shall be set to facilitate, to the greatest extent possible, the participation of the public in the regional flood planning process. In accordance with TWDB rules, specifically, 31 TAC 361.21, copies of all materials presented or discussed shall be made available for public inspection prior to and following any meeting of the Region 5 Neches RFPG.

Section 2 Regular Meetings

At least one regular meeting of the Region 5 Neches RFPG shall be held in each quarter or more frequently. At the first meeting after the adoption of these bylaws and the first meeting of each calendar year thereafter, the Region 5 Neches RFPG shall establish and adopt a regular meeting schedule for the ensuing year. The Secretary shall ensure that an advance notice and an agenda for regular meetings will be provided to the full membership of the Region 5 Neches RFPG as set forth in TWDB rules. Supporting information and member-requested materials shall be distributed to the full membership with the notice and agenda or at the meeting, as deemed appropriate by the Chair.

Section 3 Called (Special) Meetings

The Chair or a majority of the voting members of the Region 5 Neches RFPG may call special meetings of the Region 5 Neches RFPG. The Secretary shall ensure that advance notice and an agenda for the called meeting is provided to the full membership of the Region 5 Neches RFPG as set forth in TWDB rules and the Texas Open Meetings Act. Supporting information and member-requested materials shall be distributed to the full membership with the notice and agenda or at the meeting, as deemed appropriate by the Chair.

Section 4 Agenda

The Secretary of the Region 5 Neches RFPG shall ensure that an agenda is prepared and distributed for all meetings, in accordance with Sections 2 and 3 of this Article. Items shall be placed on the agenda by the request of the Chair or by the request of at least two voting members of the Region 5 Neches RFPG. Consideration for approval of the previous meeting's minutes, as applicable, shall always be among the first items on the agenda. Copies of the agenda and all supporting information shall be made available for public inspection prior to and following any meeting of the Region 5 Neches RFPG, in accordance with TWDB rules.

Section 5 Quorum

A quorum of the Region 5 Neches RFPG shall be a simple majority of the voting members or their designated alternates excluding vacancies. At least a quorum shall be necessary to conduct any business of the Region 5 Neches RFPG.

Section 6 Applicability of Robert's Rules of Order

Except as otherwise provided in these bylaws, meetings of the Region 5 Neches RFPG shall be conducted under the provisions of the most current edition of *Robert's Rules of Order*. However, failure to follow *Robert's Rules of Order* shall not constitute grounds for appeal of an action or a decision of the Region 5 Neches RFPG.

Section 7 Public Meetings Required By Law

The Region 5 Neches RFPG shall post notice and conduct public meetings that are specifically required by statute and TWDB rule, including those set forth for draft regional flood plan presentation, adoption of amendments to the regional flood plan, and final regional flood plan adoption, in accordance with the requirements of Texas Water Code Chapter 16 and TWDB rules, including 31 Texas Administrative Code (TAC) Chapters 361 and 362. Notification requirements may be different than those specified in Section 1 of this Article and are specifically delineated in Texas Water Code §16.062 and 31 TAC §361.21.

Section 8 Minutes

(a) The Secretary shall ensure that minutes of all meetings of the Region 5 Neches RFPG are prepared. The minutes shall:

- (1) state the subject of each deliberation;
- (2) indicate each vote, order, decision, or other action taken;
- (3) indicate those members in attendance, noting the presence of a quorum, and noting the presence of those members of the public who participate in the course of the meeting;
- (4) represent an accurate summary of the meeting's record; and state any other information required by these bylaws to be included in the minutes.

(b) The Secretary shall ensure that true copies of the minutes are provided to the full membership as soon as possible following the meeting, but no later than ten calendar days prior to the next regular meeting of the Region 5 Neches RFPG.

ARTICLE X. Making Decisions

Section 1 Applicability; No Written Proxies

(a) Unless the method for making a particular decision is set forth in these bylaws, the Region 5 Neches RFPG, its committees, and subgroups shall make all decisions utilizing the process set forth in Section 2 of this Article.

(b) Written proxies shall not be allowed in any decision-making by the Region 5 Neches RFPG, its committees, or its subgroups. However, designated alternates shall be allowed to participate in decision making as set forth in these bylaws. Because it is important in achieving consensus for all members to participate

actively, keep up-to-date on the progress of the group, and develop a common base of information, members shall in good faith attempt to minimize the number of times they are absent from meetings or are represented by their designated alternates.

Section 2 Decision-Making Process

(a) Use of Consensus. The Region 5 Neches RFPG shall attempt to make decisions using a consensus decision-making process. Consensus is an acknowledgement of agreement built by identifying and exploring all members' interests and by agreeing to a solution that satisfies these interests to the greatest extent possible. A consensus is reached when all voting members agree that their major interests have been taken into consideration and addressed in a satisfactory manner so that they can support the decision of the group, or at least not object. The process of building consensus involves the development of alternatives and the assessment of the impacts of those alternatives.

Consensus does not necessarily mean unanimity. Some members may strongly endorse a particular solution while others may accept it as a workable solution. A member can participate in the consensus without embracing each element of the solution with the same fervor as other members, or necessarily having each of his or her interests satisfied to the fullest extent. In a consensus, the members recognize that, given the combination of gains and trade-offs in the decision package and given the current circumstances and alternative options, the resulting solution is the best one the voting members can make at this time.

(b) Failure to Reach Consensus. If after good faith negotiations it appears likely to the Chair that the voting members will be unable to reach consensus, the Chair shall entertain a motion to put the issue to a vote to be conclusively decided by a majority vote of the voting members present.

Section 3 Approving Recommended Flood Management Evaluations (FME), Flood Management Strategies (FMS), and Flood Mitigation Projects (FMP)

The voting members of the Region 5 Neches RFPG shall finally approve each recommended FME, FMS, and FMP by a separate vote by consensus, but not less than a majority vote of the voting members present.

Section 4 Final Adoption of Regional Flood Plan; Amendments

The voting members of the Region 5 Neches RFPG shall finally adopt the regional flood plan for the Region 5 Neches FPR, and any amendments thereto by consensus, but not less than a majority vote of the voting members present.

ARTICLE XI. Books and Records

Section 1 Required Documents and Retainment

Records of the Region 5 Neches RFPG, including: a current membership list with addresses, affiliations, and phone numbers, if not unlisted; the current roster of officers; a copy of the written record of designation of the planning group sponsor political subdivision of the Region 5 Neches RFPG; minutes; agendas; notices; contracts, subcontracts, annual financial statements, and any and all financial records and supporting information; bylaws; records of public hearing; correspondence; memoranda; phone logs; committee or subgroup recommendations or findings; draft and final plans; studies; data of any sort; computer records or models; executive summaries; other work products; and any other pertinent information of a public nature shall be kept at the principal office of the Region 5 Neches RFPG for a period of at least five years or the period of time required of the political subdivision serving as the planning group sponsor, whichever is longer.

The storage and dissemination of all Region 5 Neches RFPG records must comply with TAC §361.21(d) and Texas Government Code, Chapter 552 (Public Information Act) regarding the handling of confidential materials.

Section 2 Inspection and Copying

Records of the Region 5 Neches RFPG shall be available for inspection and copying at the principal place of business of the planning group sponsor political subdivision during normal business hours. Procedures and fees for copying and inspection shall be the same as those used by the planning group sponsor political subdivision housing the principal office of the Region 5 Neches RFPG for inspection and copying of its own public records, or as prescribed in the Texas Public Information Act.

Section 3 Availability of Reports

All reports, planning documents, and work products resulting from the regional flood planning grant funding provided by the TWDB and all supporting documentation for the development the regional flood plan shall be made available to the TWDB, the Texas Division of Emergency Management, the Texas Parks and Wildlife Department, the Texas Department of Agriculture, the Texas State Soil and Water Conservation Board, General Land Office and the Texas Commission on Environmental Quality or their successor agencies. Electronic versions of the regional flood plan will be posted on the flood planning group website and the TWDB website.

ARTICLE XII. Committees

Section 1 Establishment

The Region 5 Neches RFPG may by a majority vote of the voting members present establish committees, subcommittees, and subgroups to assist and advise the Region 5 Neches RFPG in the development of the regional flood plan, as set forth in 31 TAC §361.12(c). The committee, subcommittee, or subgroup

may be formed to address specific issues assigned by the Region 5 Neches RFPG and may have a specified term of membership.

Section 2 Membership

Membership in the committees, subcommittees, and subgroups shall follow the requirements and procedures of Article V of these bylaws and 31 TAC §361.12(c). Appointment to committees, subcommittees, or subgroups shall be made by consensus, but not less than agreement of a majority of the voting members present. The terms of office for all members of committees, subcommittees, and subgroups shall be either upon the expiration of the term, if any, specified by the Region 5 Neches RFPG in the establishing motion for the committee, subcommittee, or subgroup, or upon the expiration of the persons membership in the Region 5 Neches RFPG.

If a RFPG creates a sub-regional committee, subcommittee, or subgroup to address issues related to a specific geographic area smaller than the full FPR, it shall, to the extent practical, define such sub-regional geographic areas based on boundaries that are conterminous with full HUC 8 watersheds located within the FPR. Sub-regional committees, subcommittees, or subgroups formed to address issues related to a specific geographic area smaller than the full FPR must include one voting member representing each of the interest categories listed in 31 TAC §361.11(e).

Section 3 Officers

The Chair, Vice-chair, and Secretary of a committee, subcommittee, or subgroup established by the Region 5 Neches RFPG shall be selected from the duly-elected members of the respective committee, subcommittee, or subgroup. The Chair, Vice Chair, and Secretary of the committee, subcommittee, or subgroup established by the Region 5 Neches RFPG shall be elected to their respective offices by a majority vote of the members of the committee, subcommittee, or subgroup. Additional committee, subcommittee, or subgroup officers with associated responsibilities may be created as necessary by a majority vote of the members of the committee, subcommittee, or subgroup. The additional officers shall be elected by a majority affirmative vote of the members of the committee, subcommittee, or subgroup.

Section 4 Meetings

Requirements and procedures for committee, subcommittee, or subgroup meetings shall follow those established in Article IX of these bylaws, including requirements for notice. Committees, subcommittees, or subgroups may adopt their own rules of procedure, if authorized by the Region 5 Neches RFPG and the rules are not in conflict with state law, TWDB rules, or these bylaws.

Section 5 Books and Records

Requirements and procedures for committee, subcommittee, or subgroup books and records shall follow those established for the Region 5 Neches RFPG in Article XI of these bylaws.

Section 6 Code of Conduct

Members of a committee, subcommittee, or subgroup are subject to the requirements of Article V, Section 6 of these bylaws.

ARTICLE XIII. Compensation/Reimbursement

Members of the Region 5 Neches RFPG are able to be reimbursed for eligible travel expenses, as authorized by the General Appropriations Act, and as limited by the TWDB regional flood planning grant contract for attendance at a posted meeting of the RFPG. All travel expenses must be documented by the members and submitted to the Chair and the planning group sponsor political subdivision designated by the Region 5 Neches RFPG to apply to TWDB for funding. The Chair of the RFPG must certify, in a public meeting, that the travel expenses are eligible for reimbursement and are correct and necessary before the planning group sponsor political subdivision contracting with the TWDB for the Region 5 Neches RFPG can compile the travel information from the members and submit reimbursement requests to the TWDB.

ARTICLE XIV. Contractual Services

The voting members of the Region 5 Neches RFPG shall approve, by a majority vote of the voting members present, persons or entities to provide contractual services for the Region 5 Neches RFPG, including all services related to preparation, development, or revisions of the regional flood plan for the Region 5 Neches FPR. However, the voting members may delegate to the Executive Committee the authority to make all administrative decisions concerning amendments to TWDB grant contracts for services related to regional flood planning, except those decisions concerning amendments related to scopes of work and budgets.

ARTICLE XV. Adopting and Amending the Bylaws

These bylaws shall have full force and effect upon approval and adoption by the voting members of the Region 5 Neches RFPG, acting on behalf of the interests comprising the Region 5 Neches FPR, and upon submission to the TWDB in compliance with 31 TAC §361.11(d). The voting members shall adopt and/or amend these bylaws by a two-thirds vote of the voting members present.

ARTICLE XVI. Resolution Adopting Bylaws

WHEREAS, no bylaws have been adopted governing the conduct of the internal affairs of the Region 5 Neches RFPG; and

WHEREAS, the set of bylaws presented to and as otherwise modified by agreement during this meeting are suitable for the purpose and their adoption is in the best interests of the Region 5 Neches RFPG; it is, therefore,

RESOLVED, that the members of the Region 5 Neches RFPG this _____ day of _____, approve and adopt the bylaws presented to this meeting of members as the bylaws of the Region 5 Neches RFPG; and it is

FURTHER RESOLVED, that the bylaws be authenticated as such by the Secretary of the Region 5 Neches RFPG and placed in its minute book, and that a full and true copy of the bylaws, certified by the Secretary, be kept at the principal office of the Region 5 Neches RFPG for inspection by members or the public at all reasonable times during business hours.

(date)

(Signature of Secretary)

ATTACHMENT E

Task Budget for Detailed Scope of Work by Task

Region 5. Neches Regional Flood Planning Group

Recommended Funding Allocations for the First Cycle of Regional Flood Planning

Task	Description	Budget
1	Planning Area Description	\$ 57,445
2A	Existing Condition Flood Risk Analyses	\$ 114,890
2B	Future Condition Flood Risk Analyses	\$ 114,890
3A	Evaluation and Recommendations on Floodplain Management Practices	\$ 22,978
3B	Flood Mitigation and Floodplain Management Goals	\$ 11,489
4A	Flood Mitigation Needs Analysis	\$ 34,467
4B	Identification and Evaluation of Potential Flood Management Evaluations and Potentially Feasible Flood Management Strategies and Flood Mitigation Projects	\$ 172,335
4C	Prepare and Submit Technical Memorandum	\$ 22,978
5	Recommendation of Flood Management Evaluations and Flood Management Strategies and Associated Flood Mitigation Projects	\$ 229,780
6A	Impacts of Regional Flood Plan	\$ 45,956
6B	Contributions to and Impacts on Water Supply Development and the State Water Plan	\$ 11,489
7	Flood Response Information and Activities	\$ 11,489
8	Administrative, Regulatory, and Legislative Recommendations	\$ 11,489
9	Flood Infrastructure Financing Analysis	\$ 22,978
10	Adoption of Plan and Public Participation	\$ 264,247
	Total	\$ 1,148,900

ATTACHMENT F

Expense Budget for Detailed Scope of Work by Expense Category

Region 5. Neches RFPG Sponsor Expense Budget

Category	Total Amount
Eligible Other Expenses ¹	\$60,000
Subcontract Services	\$1,080,000
Voting Planning Member Travel ²	\$8,900
Total Study Cost ³	\$1,148,900

**Eligible Other Expenses and Voting Planning Member Travel may only be billed against Task 10 (See Budget by Task).*

¹ **Eligible Other Expenses** as described in 31 TAC § 361.72(b) include the following administrative costs if the RFPG or its chairperson certifies, during a public meeting, that the expenses are eligible for reimbursement and are correct and necessary:

- a) Travel expenses as authorized by the General Appropriations Act are available only for attendance at a posted meeting of the RFPG, unless the travel is specifically authorized by the RFPG and EA;
- b) Costs associated with providing translators and accommodations for persons with disabilities for public meetings when required by law or deemed necessary by the RFPGs and certified by the chairperson;
- c) Direct costs, excluding personnel-related costs of the Planning Group Sponsor, for placing public notices for the legally required public meetings and of providing copies of information for the public and for members of the RFPGs as needed for the efficient performance of planning work such as:
 - 1. Expendable supplies actually consumed in direct support of the planning process;
 - 2. Direct communication charges;
 - 3. limited direct costs/fees of maintaining RFPG website domain, website hosting, and/or website;
 - 4. Reproduction of materials directly associated with notification or planning activities (the actual non-labor direct costs as documented by the Contractor);
 - 5. Direct postage (e.g., postage for mailed notification of funding applications or meetings); and
 - 6. Other direct costs of public meetings, all of which must be directly related to planning (e.g., newspaper and other public notice posting costs).
- d) The cost of public notice postings including a website and for postage for mailing notices of public meetings; and
- e) The Planning Group Sponsor’s personnel costs for the staff hours that are directly spent providing, preparing for, and posting public notice for RFPG meetings, including time and direct expenses for their support of and attendance at such RFPG meetings in accordance with, and as specifically limited by, the flood planning grant contract with the Board. This may not exceed: \$5,000 per regular RFPG meeting nor a total of \$60,000 over the first planning cycle.

² **Voting Planning Member Travel Expenses** is defined as eligible mileage expenses incurred by regional flood planning members that cannot be reimbursed by any other entity, planning group TWDB RFP Grant

Application Instructions Page 8 sponsor, etc. as certified by the voting member. Travel expenses are available only for attendance at a posted meeting of the RFPG unless the travel is specifically authorized by the RFPG and EA. The reimbursed amount is limited to the maximum amounts authorized for state employees by the General Appropriations Act, Tex. Leg. Regular Session, 2019, Article IX, Part 5, as amended or superseded.

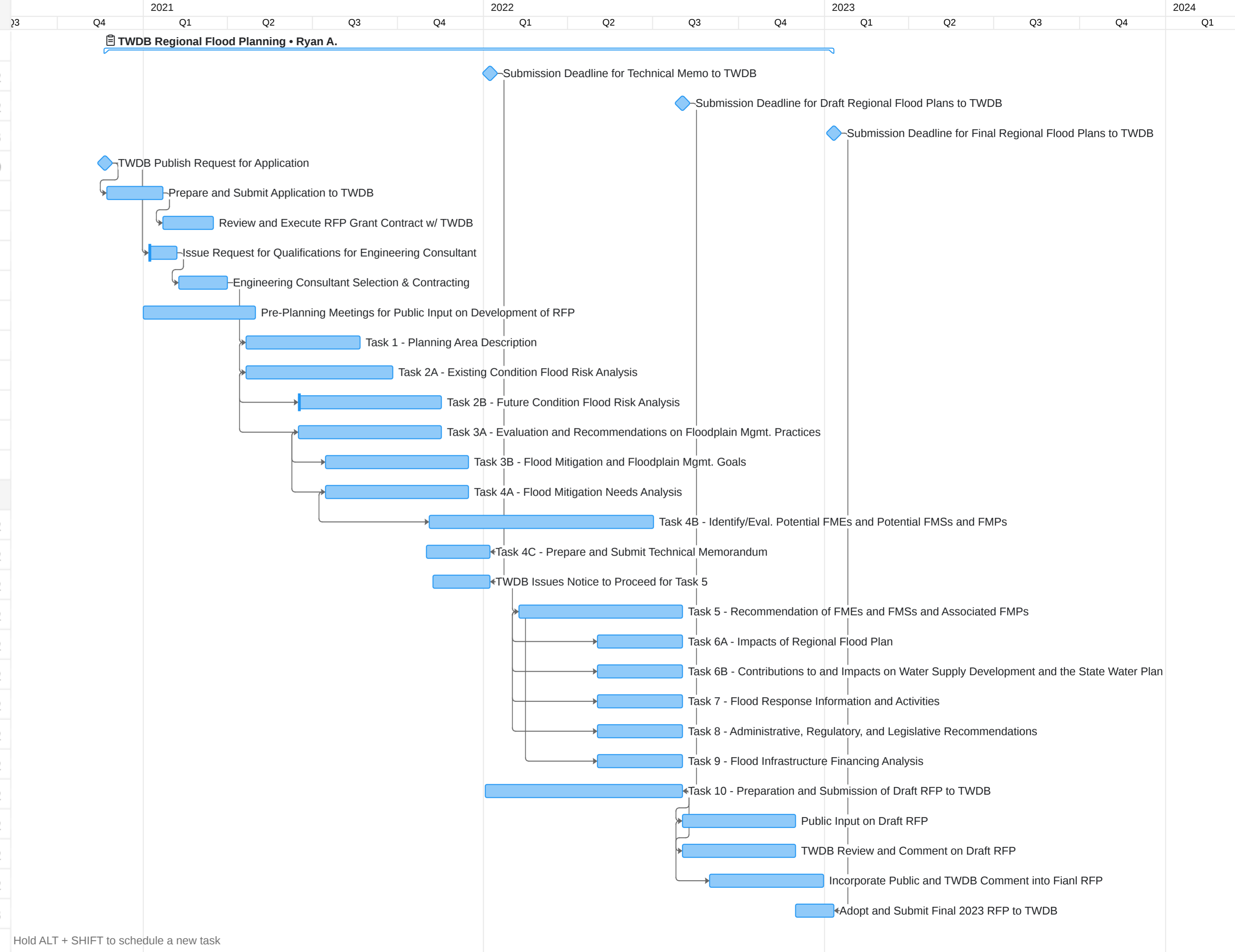
³ **Ineligible Expenses** as described in 31 TAC § 361.72(a) include, but are not limited to:

- a) Activities for which the Board determines existing information, data, or analyses are sufficient for the planning effort;
- b) Activities directly related to the preparation of applications for state or federal permits or other approvals, activities associated with administrative or legal proceedings by regulatory agencies, and preparation of engineering plans and specifications;
- c) Compensation for the time or expenses of RFPGs members' service on or for the RFPG;
- d) Costs of administering the RFPG, other than those explicitly allowed under 31 TAC § 361.72(b);
- e) Staff or overhead costs for time spent providing public notice and meetings, including time and expenses for attendance at such meetings;
- f) Costs for training;
- g) Costs of developing an application for funding or reviewing materials developed due to this grant;
- h) Costs of administering the regional flood planning grant and associated contracts;
- i) Analysis or other activities related to planning for disaster response or recovery activities;
- j) Analyses of benefits and costs of FMSs beyond the scope of such analyses that is specifically allowed or required by regional flood planning guidance to be provided by the EA unless the RFPG demonstrates to the satisfaction of the EA that these analyses are needed to determine the selection of the FMS or FMP;
- k) Labor, reproduction, or distribution of newsletters;
- l) Food, drink, or lodging for Regional Flood Planning Group members (including tips and alcoholic beverages);
- m) Purchase, rental, or depreciation of equipment (e.g., computers, copiers, fax machines);
- n) General purchases of office supplies not documented as consumed directly for the planning process; and
- o) Costs associated with social events or tours.

ATTACHMENT G

Time Schedule for Detailed Scope of Work

Title	Start date	Due date
▼ TWDB Regional Flood Planning		12/31/2021
Submission Deadline for Technical Memo to TWDB		01/07/2022
Submission Deadline for Draft Regional Flood Plans to TWDB		08/01/2022
Submission Deadline for Final Regional Flood Plans to TWDB		01/10/2023
TWDB Publish Request for Application		11/20/2020
Prepare and Submit Application to TWDB	11/23/2020	01/21/2021
Review and Execute RFP Grant Contract w/ TWDB	01/22/2021	03/16/2021
Issue Request for Qualifications for Engineering Consultant	01/07/2021	02/05/2021
Engineering Consultant Selection & Contracting	02/08/2021	03/31/2021
Pre-Planning Meetings for Public Input on Development of RFP	01/01/2021	04/30/2021
Task 1 - Planning Area Description	04/21/2021	08/20/2021
Task 2A - Existing Condition Flood Risk Analysis	04/21/2021	09/24/2021
Task 2B - Future Condition Flood Risk Analysis	06/16/2021	11/16/2021
Task 3A - Evaluation and Recommendations on Floodplain Mgmt. Practices	06/16/2021	11/16/2021
Task 3B - Flood Mitigation and Floodplain Mgmt. Goals	07/15/2021	12/15/2021
Task 4A - Flood Mitigation Needs Analysis	07/15/2021	12/15/2021
Task 4B - Identify/Eval. Potential FMEs and Potential FMSs and FMPs	11/04/2021	07/01/2022
Task 4C - Prepare and Submit Technical Memorandum	11/01/2021	01/07/2022
TWDB Issues Notice to Proceed for Task 5	11/08/2021	01/07/2022
Task 5 - Recommendation of FMEs and FMSs and Associated FMPs	02/08/2022	08/01/2022
Task 6A - Impacts of Regional Flood Plan	05/03/2022	08/01/2022
Task 6B - Contributions to and Impacts on Water Supply Development and the State Water Plan	05/03/2022	08/01/2022
Task 7 - Flood Response Information and Activities	05/03/2022	08/01/2022
Task 8 - Administrative, Regulatory, and Legislative Recommendations	05/03/2022	08/01/2022
Task 9 - Flood Infrastructure Financing Analysis	05/03/2022	08/01/2022
Task 10 - Preparation and Submission of Draft RFP to TWDB	01/03/2022	08/01/2022
Public Input on Draft RFP	08/02/2022	11/30/2022
TWDB Review and Comment on Draft RFP	08/02/2022	11/30/2022
Incorporate Public and TWDB Comment into Fianl RFP	08/31/2022	12/30/2022
Adopt and Submit Final 2023 RFP to TWDB	12/01/2022	01/10/2023
+ Add task		



ATTACHMENT H

Specific Deliverables for Each Task in Detailed Scope of Work

Region 5. Neches Regional Flood Planning Group Deliverables by Task

Task 1 - Planning Area Description

Deliverables

- A completed Chapter 1 describing the Neches FPR, existing natural flood mitigation features, constructed major flood infrastructure, and major infrastructure and flood mitigation projects currently under development.
- A tabulated list and GIS map of existing infrastructure and their conditions.
- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 2A - Existing Condition Flood Risk Analyses

Deliverables

- Prepare a stand-alone chapter (including work from both Tasks 2A & 2B) to be included in the 2023 Neches RFP.
- Maps according to 1(d) and 1(e).
 - *1(d): a map showing areas identified by the Neches RFPG as having an annual likelihood of inundation of more than 1.0% and 0.2%, the areal extent of this inundation, and the sources of flooding for each area.*
 - *1(e): a map showing gaps in inundation boundary mapping and identify known flood-prone areas based on location of hydrologic features, historic flooding and/or local knowledge.*
- A tabulated list and Geographic Information System (GIS) map of all pertinent information. All maps should be submitted with underlying GIS data utilized to prepare them.
- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 2B - Future Condition Flood Risk Analyses

Deliverables

- Prepare a stand-alone chapter (including work from both Tasks 2A & 2B) to be included in the 2023 Neches RFP.
- Maps according to 1(e) and 1(f). A tabulated list and GIS map of all pertinent information. All maps should be submitted with underlying GIS data utilized to prepare them.
 - *1(e): a map showing areas of 1.0% and 0.2% annual chance of inundation for future conditions, the areal extent of this inundation, and the sources of flooding for each area.*
 - *1(f): a map showing gaps in inundation boundary mapping and identify known flood-prone areas based on location of hydrologic features, historic flooding, and/or local knowledge.*
- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Region 5. Neches Regional Flood Planning Group Deliverables by Task

Task 3A - Evaluation and Recommendations on Floodplain Management Practices Deliverables

- Prepare a stand-alone chapter (including work from both Tasks 3A & 3B) to be included in the 2023 Neches RFP.
- Listing of region-specific recommendations regarding forward-looking floodplain management and land use, which may include minimum floodplain management and land use standards
- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 3B - Flood Mitigation and Floodplain Management Goals Deliverables

- Prepare a stand-alone chapter (including work from both Tasks 3A & 3B) to be included in the 2023 Neches RFP.
- Identify flood mitigation and floodplain management goals considering minimum recommended flood protection goal provided by TWDB.
- Identify specific and achievable flood mitigation and floodplain management goals (10 year and 30 year) in an easily understandable format for the public.
- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 4A - Flood Mitigation Needs Analysis

Deliverables

- Prepare a stand-alone chapter (including work from both Tasks 4A & 4B) to be included in the 2023 Neches RFP.
- A map identifying the geographic locations within the FPR considered to have the greatest flood mitigation and flood risk study needs where potential Flood Management Evaluations (FMEs) and potentially feasible Flood Management Strategies (FMSs) and Flood Mitigation Projects (FMPs) shall be evaluated.
- A tabulated list and GIS map of all pertinent information. All maps should be submitted with underlying GIS data utilized to prepare them.
- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Region 5. Neches Regional Flood Planning Group Deliverables by Task

Task 4B - Identification and Evaluation of Potential Flood Management Evaluations and Potentially Feasible Flood Management Strategies and Flood Mitigation Projects

Deliverables

- Prepare a stand-alone chapter (including work from both Tasks 4B & 5) to be included in the 2023 Neches RFP.
- A list of the potentially feasible FMSs and associated FMPs that were identified by the Neches RFPG. The TWDB Flood Planning guidance documents will include minimum data submittal requirements and deliverable format.
- A map identifying the geographic locations within the Neches FPR considered to have the greatest flood mitigation and flood risk study needs where potential FMEs and potentially feasible FMSs and FMPs shall be evaluated. TWDB Flood Planning guidance documents will include minimum data submittal requirements and deliverable format
- Data will be organized and summarized in the RFP in accordance with TWDB Flood Planning guidance documents
- A tabulated list and GIS map of all pertinent information. All maps will be submitted with underlying GIS data utilized to prepare them
- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 4C - Prepare and Submit Technical Memorandum

Deliverables

- Prepare a concise Technical Memorandum to include all work necessary to meet the requirements of 31 TAC § 361.13(e).
- Approve submittal of the Technical Memorandum to TWDB at a RFPG meeting subject notice requirements in accordance with 31 TAC §361.21(h). The Technical Memorandum must be submitted to TWDB in accordance with Section I Article I of the contract.
- Submit Approved Technical Memorandum to TWDB by January 7, 2022.

Region 5. Neches Regional Flood Planning Group Deliverables by Task

Task 5 - Recommendation of Flood Management Evaluations and Flood Management Strategies and Associated Flood Mitigation Projects

Deliverables

- Prepare a stand-alone chapter (including work from both Tasks 4B & 5) to be included in the 2023 Neches RFP to include technical analyses of all evaluated FMSs and FMPs.
- A list of the recommended FMEs, FMSs, and associated FMPs that were identified by the Neches RFPG. TWDB Flood Planning guidance documents will include minimum data submittal requirements and deliverable format.
- Data will be organized and summarized in the RFP in accordance with TWDB Flood Planning guidance documents.
- A tabulated list and GIS map of all pertinent information. All maps will be submitted with underlying GIS data utilized to prepare them.
- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 6A - Impacts of Regional Flood Plan

Deliverables

- Prepare a stand-alone chapter (including work from both Tasks 6A & 6B) to be included in the 2023 Neches RFP. Any additional deliverables identified in the TWDB Flood Planning guidance documents.
- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 6B - Contributions to and Impacts on Water Supply Development and the State Water Plan

Deliverables

- Prepare a stand-alone chapter (including work from both Tasks 6A & 6B) to be included in the 2023 RFP.
- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 7 - Flood Response Information and Activities

Deliverables

- Prepare a stand-alone chapter to be included in the 2023 RFP.
- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 8 - Administrative, Regulatory, and Legislative Recommendations

Deliverables

- Prepare a stand-alone chapter to be included in the 2023 RFP.
- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Region 5. Neches Regional Flood Planning Group Deliverables by Task

Task 9 - Flood Infrastructure Financing Analysis

Deliverables

- A completed Chapter 9 shall be delivered in the 2023 Neches RFP to include summary of reported financing approaches for all recommended FMPs.
- Data will be submitted in accordance with TWDB guidance documents.
- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 10 - Adoption of Plan and Public Participation

Deliverables

- A completed Chapter 10 summarizing public participation activities and appendices with public comments and RFPG responses to comments.
- Complete draft Region 4. Neches Regional Flood Plan and final, adopted Neches RFP documents by January 10, 2023.
- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

ATTACHMENT I

Qualifications and Direct Experience of Proposed Project Staff

Qualifications and Direct Experience of Proposed Project Staff

Scott Hall, P.E.

General Manager

Lower Neches Valley Authority

scott.hall@lnva.dst.tx.us

Scott serves as the General Manager of the Lower Neches Valley Authority. He assumed his current role in February 2009 after serving ten (10) years as the Authority's Manager of Engineering and Development and Chief of Operations, respectively. Prior to his roles at LNVA, Scott spent a number of years in the private consulting sector.

As General Manager, Scott is responsible for the overall operations of the Authority which is governed by a nine (9) member Board of Directors appointed by the Governor. He oversees the management of the public trust of water in the lower Neches Basin and coordinates all administrative and legislative matters of the Authority.

Scott is actively involved in several water related organizations, including serving on the Board of the Texas Water Conservation Association (TWCA). He also represents LNVA in the Region I Water Planning Group as a voting member and Region H Water Planning Group as a nonvoting member.

Ryan Ard, P.E.

Engineering Manager

Lower Neches Valley Authority

ryan.ard@lnva.dst.tx.us

Ryan serves as the Authority's Engineering Manager and is responsible for oversight of the Authority's Planning and Projects Division to include the Engineering, IT, and Real Estate departments. Ryan is a licensed professional engineer and a graduate of Texas A&M University with a B.S. and M.E. in Civil Engineering with a focus in Water Resources.

Ryan joined Lower Neches Valley Authority in February 2016 after working in the private municipal consulting sector for approximately five (5) years. He brings experience in negotiation of consulting services and contracting, management of technical consultants, development and review of project budgets, construction contractor oversight, and TWDB Grant administration.

Risa Barber

Information Specialist

Lower Neches Valley Authority

risa.barber@lnva.dst.tx.us

Risa joined Lower Neches Valley Authority in Spring of 2018 after serving as the public information officer for the City of Port Arthur. Risa is responsible for the accurate and timely dissemination of publications,

news and informational documents, including handling all media matters. She is also tasked with maintaining the organizational website and developing useful content for stakeholders and the general public. Along with website management and maintenance Ms. Barber also coordinates all social media content and development with a focus on delivering easily understood, relevant, and educational materials. She possesses extensive experience managing and coordinating the schedules, meetings and documentation of multiple boards and committees.

With two decades of government service in the public affairs arena, Risa is well versed in the Freedom of Information Act and the Texas Open Records systems. She is also certified in event management and has coordinated numerous events focused on community engagement and participation netting a more positive and proactive support base when introducing new ideas, opportunities, and changes.

Risa maintains an active membership in the Press Club of Southeast Texas and the Texas Association of Municipal Information Officers and is a proud Marine Corps veteran.

ATTACHMENT J

Minutes of the October 28, 2020 Region 5. Neches RFPG Meeting

Region 5. Neches Flood Planning Group Meeting
October 28, 2020
1:00PM to 4:00PM
Publicly Accessible Videoconference
(details below)

Meeting will be conducted via GoToWebinar at:
<https://attendee.gotowebinar.com/register/215959886993467660>

AGENDA:

1. Call to Order
2. Welcome, Meeting Facilitation Information and Instructions
3. Member Introductions
4. Regional Flood Planning Overview Presentation
5. Discussion of group bylaws and consider adopting group bylaws
 - a. Discussion of model bylaws provided by the TWDB, as needed
 - b. Discussion of group bylaws
 - c. Consider adopting group by-laws
6. Consider nominating and electing regional flood planning group Chair or Interim Chair
 - a. Nominations for Chair or Interim Chair by members
 - b. Discussion and consideration of election of Chair or interim Chair
7. Consider selecting a planning group sponsor to act on behalf of the regional flood planning group
 - a. Public Comments (Public comments limited to 3 minutes per speaker)
 - b. Discussion and consider designating a planning group sponsor
8. Consider additional, region-specific public notice requirements, if any, that might be necessary to ensure adequate public notice in the region per 31 Texas Administrative Code §361.12(3).
 - a. Public Comments (Public comments limited to 3 minutes per speaker)
 - b. Discussion and consider taking action as needed
9. Consider authorizing the RFPG sponsor to apply for grant funds and enter into a contract with the TWDB on behalf of the RFPG
 - a. Discussion and consider taking action as needed to approve authorization
10. Discussion of necessary additional voting and non-voting positions that may be needed to ensure adequate representation from the interest in the region
 - a. Public Comments (Public comments limited to 3 minutes per speaker)
 - b. Discussion only
11. Receive general public comments (Public comments limited to 3 minutes per speaker)
12. Consider date and agenda items for next meeting
13. Adjourn

If you wish to provide oral comments at the public meeting, please fill out and submit the online [Public Comment Registration Form](https://forms.office.com/Pages/ResponsePage.aspx?id=jE7QevWSIEuB1hD9iDJYmTfCXr6Cfg5GvL09Rv8oreZUMUICTlo0TFBOQVU1S1NDU0s1V1BNV09HUS4u) no later than 8:00am on October 28, 2020 at <https://forms.office.com/Pages/ResponsePage.aspx?id=jE7QevWSIEuB1hD9iDJYmTfCXr6Cfg5GvL09Rv8oreZUMUICTlo0TFBOQVU1S1NDU0s1V1BNV09HUS4u>

If you wish to provide written comments prior to or after the meeting, please email your comments to floodplanning@twdb.texas.gov and include "Region 5. Neches Flood Planning Group Meeting" in the subject line of the email.

If you choose to participate via the webinar link below, you WILL have the opportunity to provide comments during the designated portion of the meeting.

<https://attendee.gotowebinar.com/register/215959886993467660>

After registering, you will receive a confirmation email containing information about joining the webinar.

If you choose to participate via the GoToWebinar App, you WILL have the opportunity to provide comments during the designated portion of the meeting. Please use Webinar ID: **468-323-963**.

If you choose to participate in the meeting using the conference call number below, you will NOT have the opportunity to provide comments during the designated portion of the meeting. The conference call phone number is provided for LISTENING PURPOSES ONLY. Telephone conference call phone number: **+1 (631) 992-3221** and the audio access code is **629-676-979**.

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, large print or Braille, are requested to contact Merry Klowner at (512) 463-8165 two (2) work days prior to the meeting so that appropriate arrangements can be made.

NOTICE: ENTRY TO THIS MEETING WITH A HANDGUN IS FORBIDDEN

This meeting is a public meeting under Chapter 551 of the Texas Government Code. Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law) may not enter this property with a concealed handgun. Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law) may not enter this property with a handgun that is carried openly. For purposes of this notice, "property" means the room or rooms where the open meeting of the Texas Water

Development Board is held.

Region 5. Neches Flood Planning Group will hold a public meeting via GoToWebinar pursuant to Texas Government Code, Section 551.127, as modified by the temporary suspension of various provisions in accordance with the Governor's March 13, 2020 proclamation related to, the COVID-19 pandemic.

Additional information may be obtained from: James Bronikowski, PE, CFM, Manager, Regional Flood Planning, Texas Water Development Board, at (512)475-0145 or floodplanning@twdb.texas.gov.

Meeting Minutes
Region 5 Neches Flood Planning Group Meeting
Wednesday, October 28, 2020
1:00 PM
GoToWebinar Virtual Meeting

Roll Call:

<u>Voting Member</u>	<u>Interest Category</u>	<u>Present (x) / Absent () / Alternate Present (*)</u>
Brent Heironimus	<i>Agricultural interests</i>	x
Jeff Branick	<i>Counties</i>	x
Liv Haselbach	<i>Electric generating utilities</i>	x
Ellen Buchanan	<i>Environmental interests</i>	x
Phil Kelley	<i>Flood districts</i>	x
Steve Moon	<i>Industries</i>	x
Kyle Kingma	<i>Municipalities</i>	x
John Beard, Jr.	<i>Public</i>	x
Scott Hall	<i>River authorities</i>	x
Stan Mathews	<i>Small business</i>	x
Joseph G. Majdalani	<i>Water districts</i>	x
Robb Starr	<i>Water utilities</i>	x

<u>Non-voting Member</u>	<u>Agency</u>	<u>Present(x)/Absent () / Alternate Present (*)</u>
Bregan Brown	Texas Parks and Wildlife Department	x
Natalie Johnson	Texas Division of Emergency Management	x
Manuel Martinez	Texas Department of Agriculture	x
Trey Watson	Texas State Soil and Water Conservation Board	x
Colleen Jones	General Land Office	x
Richard Bagans	Texas Water Development Board (TWDB)	x
Jonathan Walling	Texas Commission on Environmental Quality	x

Quorum:

Quorum: **Yes**

Number of voting members or alternates representing voting members present: **12**

Number required for quorum per current voting positions of 12: 7

Other Meeting Attendees: **

Matt Nelson, TWDB (Meeting Facilitator)

Brooke Paup, TWDB Board Member

Reem Zoun, TWDB

James Bronikowski, TWDB

Morgan White, TWDB

Hayley Gillespie, TWDB

Anna Gonzalez, TWDB

Ryke Moore, TWDB

Jennifer White, TWDB

Patrick Lopez, TWDB

Sephra Thomas, TWDB

Robert Armstrong

Seyoum Asamenaw
Chad Ballard
James Beach
Stephanie Castillo
Jon Clingaman
Lisa Crossman
Alem Gebriel
Lauren Gonzalez
Danielle Goshen
Jenniffer Hawes
Bret Higginbotham
Kelley Holcomb

Joy Kimbrough
Chin Lien
Justin Lennon
Chris Levitz
Joseph Majdalani
Helena Mosser
Michael Reedy
Paul Robinson
Karl Seydler
Derek Stjohn
Allison Wood
Spandana Tummuri

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

All meeting materials are available for the public at:
<http://www.twdb.texas.gov/flood/planning/regions/schedule.asp>.

1. AGENDA ITEM NO. 1: Call to Order

Matt Nelson called the meeting to order at 1:00 PM. 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.

2. AGENDA ITEM NO. 2: Welcome, Meeting Facilitation Information and Instructions

Matt Nelson and Director Brooke Paup welcomed members to the meeting. Matt Nelson provided meeting facilitation information and instructions.

3. AGENDA ITEM NO. 3: Member Introductions

Each present voting and non-voting member of the Region 5 Neches RFPG introduced themselves.

4. AGENDA ITEM NO. 4: Regional Flood Planning Overview Presentation

Matt Nelson and Reem Zoun presented an overview of the regional flood planning process.

5. AGENDA ITEM NO. 5: Discussion of group bylaws and consider adopting group bylaws

Matt Nelson presented the model bylaws provided by the TWDB for the RFPG to consider adopting and opened discussion on adopting group bylaws.

The members discussed and made edits to model bylaws sections regarding replacing “Model RFPG” with “Region 5 Neches RFPG” throughout the document, selecting initial officers, and amending the bylaws.

A motion was made by Jeff Branick to adopt the bylaws, as amended.

The motion was seconded by Robb Star.

The vote to adopt the group bylaws passed by a vote of 12 Ayes and 0 Nays.

6. AGENDA ITEM NO. 6: Consider nominating and electing regional flood planning group Chair or Interim Chair

Matt Nelson described the Chair/Interim Chair election process and opened the floor to nominations for the Chair or Interim Chair position.

A nomination of Jeff Branick as the Chair was made by Scott Hall.

The vote to select Jeff Branick as the Chair of Region 5 Neches RFPG passed by a vote of 12 Ayes and 0 Nays.

The group then took a 6-minute recess.

7. AGENDA ITEM NO. 7: Consider selecting a planning group sponsor to act on behalf of the regional flood planning group

Reem Zoun listed the entities that had expressed interest in serving as the Region 5 Neches RFPG’s planning group sponsor. These interested entities included:

Angelina & Neches River Authority

Lower Neches Valley Authority

Reem Zoun opened the floor to public comments.

Kelley Holcomb reaffirmed Angelina & Neches River Authority's interest as planning group sponsor.

Reem Zoun asked if any there was anyone in the audience that represented a political subdivision that was interested in acting as the planning group sponsor. No additional interested entities came forward to express interest.

Reem Zoun opened discussion on selecting a planning group sponsor to act on behalf of the RFPG.

Members discussed hosting meetings in the upper and lower geographic areas of the basin.

A motion was made by Liv Haselbach to select Lower Neches Valley Authority as the designated planning group sponsor for Region 5 Neches RFPG.

Stan Mathews seconded the motion.

The vote to select Lower Neches Valley Authority as the planning group sponsor to act on behalf of the RFPG passed by a vote of 12 Ayes and 0 Nays.

8. AGENDA ITEM NO. 8: Consider additional, region-specific public notice requirements, if any, that might be necessary to ensure adequate public notice in the region per 31 Texas Administrative Code §361.12(3).

Matt Nelson described existing notice requirements and opened discussion on identifying additional, region-specific public notice requirements.

Matt Nelson opened the floor to public comments. No public comments were given.

No points nor comments/concerns were brought forth during open discussion.

No action was taken. Jeff Branick closed discussion on AGENDA ITEM NO. 8.

9. AGENDA ITEM NO. 9: Consider authorizing the RFPG sponsor to apply for grant funds and enter into a contract with the TWDB on behalf of the RFPG

Jeff Branick opened discussion on authorizing the RFPG sponsor to apply for grant funds and to enter into a contract with the TWDB on behalf of the RFPG.

No points nor comments/concerns were brought forth during open discussion.

A motion was made by Phil Kelly to authorize the RFPG sponsor to apply for grant funds and enter into a contract with the TWDB on behalf of the RFPG.

The motion was seconded by John Beard.

The vote to authorize the RFPG sponsor to apply for grant funds and enter into a contract with the TWDB on behalf of the RFPG passed by a vote of 12 Ayes and 0 Nays.

10. AGENDA ITEM NO. 10: Discussion of necessary additional voting and non-voting positions that may be needed to ensure adequate representation from the interest in the region

Jeff Branick opened the floor to public comments. Kelly Holcomb with the Angelina & Neches River Authority (~~insert who he is with~~) stated his interest in serving as the-an additional river authority interest category representative.

Jeff Branick opened discussion regarding additional voting and non-voting positions that may be needed to ensure adequate representation from the interest in the region.

The members discussed adding positions to represent InFRM, TxDOT, the Big Thicket National Preserve, ship channel interests and/or navigation districts, and the neighboring Gulf Coast regions.

No actions were taken. Jeff Branick closed discussion on AGENDA ITEM NO. 10.

11. AGENDA ITEM NO. 11: Receive general public comments (Public comments limited to 3 minutes per speaker)

Jeff Branick opened the floor to public comments. No public comments were given.

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

Jeff Branick opened discussion to consider the date and agenda items for the next meeting. After discussion, Jeff Branick stated that the next meeting will be on January 7, 2021 at 1:00 PM. Potential agenda items may include taking action on adding voting and nonvoting members and selecting the executive committee.

13. Adjourn

The meeting adjourned at 3:03 PM by Jeff Branick.

Approved by the Region 5 Neches RFPG at a meeting held on January 7, 2021 at 1:00 PM at a location to be determined.

FIRST AND LAST NAME, SECRETARY

Jeff Branick, CHAIR

**Region 5. Neches Regional Flood Planning Group Meeting
Agenda Item 12.0**

Meeting Date: January 07, 2021

Agenda Preface:

Consider authorizing the RFPG Sponsor to issue a Request for Qualifications (RFQ) for consulting engineering services to support the Region 5. Neches RFPG
--

Background:

Recommendation:

**ADVERTISEMENT
REQUEST FOR STATEMENTS OF QUALIFICATIONS**

The Lower Neches Valley Authority (LNVA) is requesting statements of qualifications on behalf of the Region 5. Neches Regional Flood Planning Group (RFPG) from firms offering professional engineering consulting services in conjunction with development of a regional flood plan for the Neches River basin.

Firms submitting qualifications should be familiar with the rules for state and regional flood planning and regional flood planning grant assistance adopted by the TWDB (31 TAC Ch. 361 and Ch. 362). These rules contain procedures governing applications for financial assistance related to the development or revision of regional flood plans, and guidelines for the development of the state flood plan. Particularly, the rules contain specific time frames, deadlines, and requirements for making applications for state financial assistance for the development of the scope of work required to complete the regional flood plan. Additional guidance is available at the TWDB website under the Flood Programs section.

The consultant will be responsible for the technical analysis, guidance, and preparation of the regional flood plan on behalf of the RFPG. The consultant will also be responsible to assist with preparation of content and deliverables for regular RFPG meetings, to be held at such times as designated by the RFPG Board. Additionally, the consultant will assist in the preparation of applications for financial assistance, design and implementation of public involvement activities, including conducting public meetings, reviewing and responding to public comments, and developing educational materials related to regional flood planning issues for presentation to both technical and non-technical audiences in the region.

The Scope of Work required for development of the regional flood plan can be viewed at the following link: <https://www.twdb.texas.gov/flood/planning/doc/2020DraftSOW.pdf>. In addition to the Scope of Work, TWDB has published a draft budget by task corresponding to the Scope of Work at the following link: <https://www.twdb.texas.gov/flood/planning/doc/2020DraftBudget.pdf>.

Interested firms shall contact Risa Barber, LNVA Information Specialist, by telephone at (409) 892-4011, or by email at risa.barber@lnva.dst.tx.us to request a copy of the full Request for Qualifications package.

Interested firms shall provide two (2) hard copies and one (1) PDF electronic copy of a qualifications package not later than 2:00 PM on Tuesday, January 26, 2021. Additional requirements are outlined in the full Request for Qualifications package. Submittals shall be addressed to:

Region 5. Neches Regional Flood Planning Group
c/o Lower Neches Valley Authority
7850 Eastex Freeway
Beaumont, Texas 77708
Attention: Scott Hall, P.E.

Firms will be evaluated based in order of decreasing priority on firm's experience, project approach, team organization, capacity to perform, and conformance to the requirements of the RFQ.

Questions regarding this Request for Qualifications should be directed to Risa Barber, LNVA Information Specialist, by telephone at (409) 892-4011 or by e-mail at risa.barber@lnva.dst.tx.us.

**REGION 5. NECHES REGIONAL FLOOD PLANNING GROUP
C/O LOWER NECHES VALLEY AUTHORITY**

**REQUEST FOR QUALIFICATIONS
PROFESSIONAL ENGINEERING SERVICES**

GENERAL

The Lower Neches Valley Authority (LNVA) is requesting statements of qualifications on behalf of the Region 5. Neches Regional Flood Planning Group (RFPG) from firms offering professional engineering consulting services in conjunction with development of a regional flood plan for the Neches River basin. A map of the Region 5. Neches RFPG is included as Attachment A.

Firms submitting qualifications should be familiar with the rules for state and regional flood planning and regional flood planning grant assistance adopted by the TWDB (31 TAC Ch. 361 and Ch. 362). These rules contain procedures governing applications for financial assistance related to the development or revision of regional flood plans, and guidelines for the development of the state flood plan. Particularly, the rules contain specific time frames, deadlines, and requirements for making applications for state financial assistance for the development of the scope of work required to complete the regional flood plan. Additional guidance is available at the TWDB website under the Flood Programs section.

The consultant will be responsible for the technical analysis, guidance, and preparation of the regional flood plan on behalf of the RFPG. The consultant will also be responsible to assist with preparation of content and deliverables for regular RFPG meetings, to be held at such times as designated by the RFPG Board. Additionally, the consultant will assist in the preparation of applications for financial assistance, design and implementation of public involvement activities, including conducting public meetings, reviewing and responding to public comments, and developing educational materials related to regional flood planning issues for presentation to both technical and non-technical audiences in the region.

The Scope of Work required for development of the regional flood plan is included as Attachment B. In addition to the Scope of Work, TWDB has published a draft budget by task corresponding to the Scope of Work, included as Attachment C. Please note the draft budget is provided solely for informational purposes and that a consultant will be selected on the basis of qualifications in accordance with Government Code, Chapter 2254, Professional Services Procurement Act.

SUBMISSION REQUIREMENTS

The purpose of this request for statements of qualifications is to permit the evaluation of the relative professional and technical qualifications of respondents.

The statement of qualifications should be no more than thirty (30) pages in length, including cover letter and resumes of team members. Responses should be organized to address the following categories:

1. Firm's Experience:

Provide a list of at least five (5) clients, with specific contact names and phone numbers, as references for whom the firm has completed, or is performing, work relating generally to water supply planning or flood planning activities.

Additionally, provide the following information:

- a) Describe your firm's experience in State and Regional Water Planning in Texas.
- b) Describe your firm's experience in flood planning/evaluation within the State of Texas, particularly within the Neches River basin.
- c) Describe your firm's experience with flood resilience modeling in the State of Texas, particularly with identifying existing and future flood risk analyses, flood mitigation strategies, and potential projects within the regional planning group's boundaries.
- d) Describe your firm's experience developing or managing hazard mitigation plans.
- e) Describe your firm's experience administering and managing TWDB grants and/or projects.
- f) Describe your firm's experience collecting and managing data and information from multiple sources.
- g) Describe your firm's knowledge of statutory and regulatory policies to facilitate floodplain management and flood mitigation planning and implementation.
- h) Describe your firm's experience in Texas Water Law related issues, particularly as it relates surface water and flooding.
- i) Describe your firm's familiarity and experience with flood infrastructure financing analysis.
- j) Demonstrate the firm's ability to provide Geographic Information System (GIS) database and mapping deliverables.

2. Project Approach:

Describe your firm's approach to executing the work associated with this project. Specifically, address your firm's strategy to meet the requirements and guiding principles outlined in Texas Administrative Code, Title 31, Part 10, Chapter 362, Subchapter A, Rule §362.3. There are thirty-nine (39) specific guiding principles to be addressed/satisfied by the regional flood plan.

3. Team Organization:

Provide the following information as it relates to the proposed project team:

- a) Provide an organizational chart that identifies location, roles, and responsibilities of individual team members, including any sub-consultants that may be employed as part of the project team.
- b) Identify the team's proposed management structure. Include the person that will serve as the point of contact for the scope of services development and negotiations.
- c) Identify key staff and team members that will work on this project. Include their professional licenses, certifications, qualifications, and related experience including their respective roles, and resumes.

4. Capacity to Perform:

Provide the following information in order to demonstrate the firm's capacity to perform the work:

- a) Describe your firm's resources and capabilities including: lead office location, size of staffing, services offered, and length of lead office's presence along with a plan identifying how the firm will be available to the region.

- b) Describe the capability of your firm to commit necessary resources to the project in order to meet the required timeline as published by the TWDB.
- c) Describe your firm's strategy to complete the required work without significant cost escalations or overruns.

EVALUATION

The selection of the successful firm(s) shall be accomplished by a vote of the Region 5. Neches RFPG. A subcommittee of the RFPG will screen written statements of qualifications. At the discretion of the RFPG, or its subcommittee, a short list of firms may be invited to make formal presentations to the RFPG, or its subcommittee. Notice will be provided to short listed firms upon conclusion of the subcommittee screening of the written statements of qualifications if formal presentations are requested.

Evaluation and scoring of the written statements of qualifications will be based on the following criteria:

Criteria	Max. Points
1. Firm's Experience	35
2. Project Approach	25
3. Team Organization	20
4. Capacity to Perform	10
5. SOQ Conforms to Requirements	10
Total	100

SUBMITTAL

Interested firms shall provide two (2) hard copies and one (1) PDF electronic copy of a qualifications package not later than 2:00 PM on Monday, January 25, 2021.

The statement of qualifications should be no more than thirty (30) pages in length, including cover letter and resumes of project team members.

Submittals shall be addressed to:

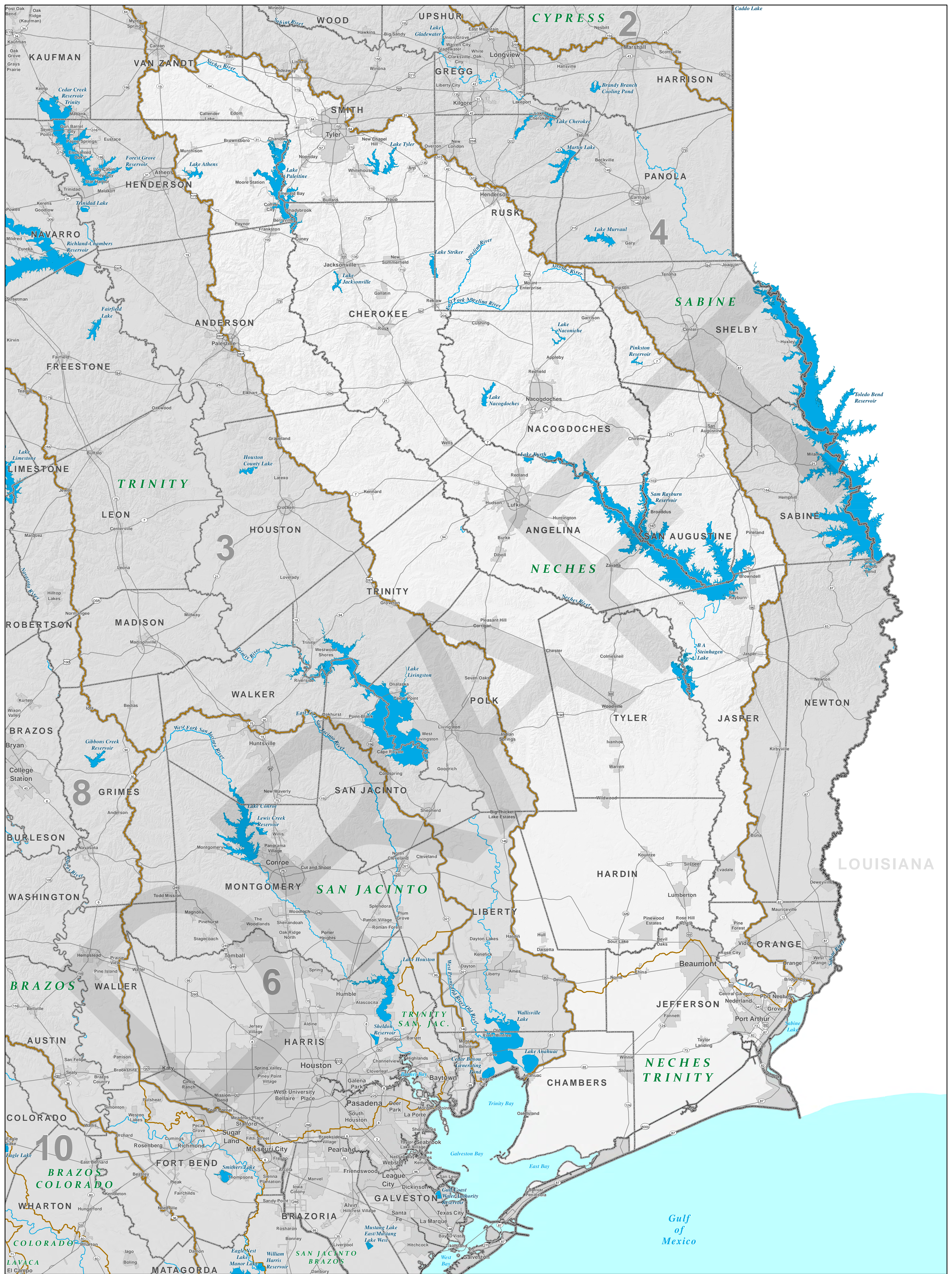
Region 5. Neches Regional Flood Planning Group
 c/o Lower Neches Valley Authority
 7850 Eastex Freeway
 Beaumont, Texas 77708
 Attention: Scott Hall, P.E.

Questions regarding this Request for Qualifications should be directed to Risa Barber, LNVA Information Specialist, by telephone at (409) 892-4011 or by e-mail at risa.barber@lnva.dst.tx.us.

ATTACHMENT A

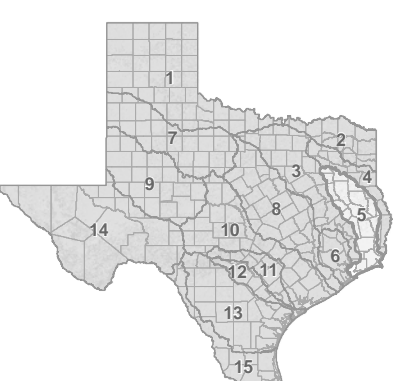
**MAP OF THE REGION 5. NECHES REGIONAL
FLOOD PLANNING GROUP BOUNDARIES**

DRAFT



NECHES

Flood Planning Region - 5



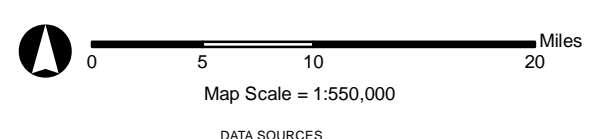
- Regional Flood Planning Groups**
1. Canadian Upper River
 2. Lower Red Sulphur Cypress
 3. Trinity
 4. Sabine
 5. Neches
 6. San Jacinto
 7. Upper Brazos
 8. Lower Brazos
 9. Upper Colorado
 10. Lower Colorado/Lavaca
 11. Guadalupe
 12. San Antonio
 13. Neches
 14. Upper Rio Grande
 15. Lower Rio Grande

- Neches Counties (full and partial)**
- | | | |
|-----------|-------------|---------------|
| Anderson | Houston | Rusk |
| Angelina | Jefferson | Sabine |
| Cherokee | Liberty | San Augustine |
| Calhoun | Nacogdoches | Shelby |
| Hardin | Newton | Smith |
| Harris | Change | Tyler |
| Henderson | Polk | Van Zandt |

Disclaimer:
This data was generated by the Texas Water Development Board Regional Flood Planning Groups (RFP) Group, Texas Water Development Board (TWDB). The data is provided as a public service. No warranty is made as to the accuracy or completeness of the information shown hereon nor as to the suitability for a particular use. The scale and location of all mapped data are approximate. 05/01/2020

Data Sources:
Regional Flood Planning Groups (RFP) Group, Texas Water Development Board (TWDB)
Corpus Deception Plaza, United States Census Bureau (USCB)
Hydrography: United States Geological Survey (USGS) National Hydrography Data Set (NHD) & TIGER
All data are in the public domain.

Texas Water Development Board - 1700 North Congress Avenue, Austin, TX 78701 - www.twdb.texas.gov



- FPR 5 Boundary
- Adjacent FPR Boundaries
- Major River Basin Boundaries
- County Boundaries
- Cities, Towns, Villages, & CDPs
- Major Reservoirs and Lakes
- Major and Minor Rivers
- Major Roadways

ATTACHMENT B
TWDB DRAFT SCOPE OF WORK

DRAFT

Draft Regional Flood Planning (RFP) Scope of Work

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Task 1 – Planning Area Description

In addition to generally meeting all applicable rules and statute requirements governing regional and state flood planning under 31 Texas Administrative Code (TAC) Chapters 361 and 362, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §361.30, 361.31, and 361.32.

The objective of this task is to prepare a standalone chapter to be included in the 2023 Regional Flood Plan (RFP) that describes the Flood Planning Region (FPR).

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to prepare a chapter that includes:

1. A brief, general descriptions of the following:
 - a. social and economic character of the region such as information on development, population, economic activity, and economic sectors most at risk of flood impacts;
 - b. the areas in the FPR that are flood-prone and the types of major flood risks to life and property in the region;
 - c. key historical flood events within the region including associated fatalities and loss of property;
 - d. political subdivisions with flood-related authority and whether they are currently actively engaged in flood planning, floodplain management, and flood mitigation activities;
 - e. the general extent of local regulation and development codes relevant to existing and future flood risk;
 - f. agricultural and natural resources most impacted by flooding; and
 - g. existing local and regional flood plans within the FPR.
2. A general description of the location, condition, and functionality of existing natural flood mitigation features and constructed major flood infrastructure within the FPR.
3. Include a tabulated list and GIS map of existing infrastructure.
4. Include an assessment of existing infrastructure.
5. Explain, in general, the reasons for non-functional or deficient natural flood mitigation features or major flood infrastructure being non-functional or deficient, provide a description of the condition and functionality of the feature or infrastructure and whether and when the natural flood feature or major flood infrastructure may become fully functional, and provide the name of the owner and operator of the major flood infrastructure.
6. A general description of the location, source of funding, and anticipated benefits of proposed or ongoing major infrastructure and flood mitigation projects in the FPR.
7. A review and summary of relevant existing planning documents in the region. Documents to be summarized include those referenced under 31 TAC §361.22.

The information gathered and developed in preparation of this chapter shall be subject to the following review process prior to submission of any deliverables:

1. Review of the chapter documents and related information by RFPG members.
2. Modifications to the chapter document based on RFPG, public, and/or agency comments.
3. Submittal of chapter document to TWDB for review and approval.
4. All effort required to obtain final approval of the RFP chapter by TWDB.

Deliverables: A completed Chapter 1 describing the FPR, existing natural flood mitigation features, constructed major flood infrastructure, and major infrastructure and flood mitigation projects currently under development. A tabulated list and GIS map of existing infrastructure and their conditions. Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 2A – Existing Condition Flood Risk Analyses

In addition to generally meeting all applicable rules and statute requirements governing regional and state flood planning under 31 TAC Chapters 361 and 362, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §361.33.

The objective of this task is to prepare a chapter to be combined with Task 2B and included in the 2023 Regional Flood Plan (RFP) that describes the existing and future condition flood risk in the FPR.

The RFPGs shall perform existing condition flood risk analyses for the region comprising: (1) flood hazard analyses that determine the location, magnitude, and frequency of flooding; (2) flood exposure analyses to identify who and what might be harmed within the region; and (3) vulnerability analyses to identify vulnerabilities of communities and critical facilities.

The information developed shall be used to assist the RFPG to establish priorities in subsequent planning tasks, to identify areas that need Flood Management Evaluations (FMEs), and to efficiently deploy its resources.

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

1. Perform existing condition flood hazard analyses to determine the location and magnitude of both 1.0% annual chance and 0.2% annual chance flood events as follows:
 - a. collect data and conduct analyses sufficient to characterize the existing conditions for the planning area;
 - b. identify areas within each FPR where hydrologic and hydraulic model results are already available and summarize the information;
 - c. utilize best available data, including hydrologic and hydraulic models for each area;

- d. prepare a map showing areas identified by the RFPG as having an annual likelihood of inundation of more than 1.0% and 0.2%, the areal extent of this inundation, and the sources of flooding for each area; and
 - e. prepare a map showing gaps in inundation boundary mapping and identify known flood-prone areas based on location of hydrologic features, historic flooding and/or local knowledge.
 2. Develop high-level, region-wide, and largely GIS-based existing condition flood exposure analyses using the information identified in the flood hazard analysis to identify who and what might be harmed within the region for, at a minimum, both 1.0% annual chance and 0.2% annual chance flood events as follows:
 - a. analyses of existing development within the existing condition floodplain and the associated flood hazard exposure;
 - b. for the floodplain as defined by FEMA or as defined by an alternative analysis if the FEMA-defined floodplain is not considered best available;
 - c. may include only those flood mitigation projects with dedicated construction funding and scheduled for completion prior to adoption of the next state flood plan.
 - d. shall consider the population and property located in areas where existing levees or dams do not meet FEMA accreditation as inundated by flooding without those structures in place. Provisionally accredited structures may be allowed to provide flood protection, unless best available information demonstrates otherwise.
 - e. shall consider available datasets to estimate the potential flood hazard exposure including, but not limited to:
 - i. number of residential properties and associated population;
 - ii. number of non-residential properties;
 - iii. other public infrastructure;
 - iv. major industrial and power generation facilities;
 - v. number and types of critical facilities;
 - vi. number of roadway crossings;
 - vii. length of roadway segments; and
 - viii. agricultural area and value of crops exposed.
 - f. shall include a qualitative description of expected loss of function, which is the effect that a flood event could have on the function of inundated structures (residential, commercial, industrial, public, or others) and infrastructure, such as transportation, health and human services, water supply, wastewater treatment, utilities, energy generation, and emergency services.
 3. Perform existing condition vulnerability analyses as follows:
 - a. identify resilience of communities located in flood-prone areas identified as part of the existing condition flood exposure analyses, utilizing relevant data and tools.

- b. identify vulnerabilities of critical facilities to flooding by looking at factors such as proximity to a floodplain or other bodies of water, past flooding issues, emergency management plans, and location of critical systems like primary and back-up power.
4. All data produced as part of the existing condition flood exposure analysis and the existing condition vulnerability analysis shall include:
 - a. underlying flood event return frequency;
 - b. type of flood risk;
 - c. county;
 - d. HUC8;
 - e. existing flood authority boundaries;
 - f. Social Vulnerability Indices for counties and census tracts; and
 - g. other categories as determined by RFPGs or in TWDB Flood Planning guidance documents.

The information gathered and developed in preparation of this chapter shall be subject to the following review process prior to submission of any deliverables:

1. Review of the chapter documents and related information by RFPG members.
2. Modifications to the chapter document based on RFPG, public, and/or agency comments.
3. Submittal of chapter document to TWDB for review and approval.
4. All effort required to obtain final approval of the RFP chapter by TWDB.

Deliverables:

- Prepare a stand-alone chapter (including work from both Tasks 2A & 2B) to be included in the 2023 RFP.
- Prepare maps according to 1(d) and 1(e).
- A tabulated list and GIS map of all pertinent information. All maps should be submitted with underlying GIS data utilized to prepare them.
- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 2B – Future Condition Flood Risk Analyses

In addition to generally meeting all applicable rules and statute requirements governing regional and state flood planning under 31 TAC Chapters 361 and 362, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §361.34.

The objective of this task is to prepare a chapter to be combined with Task 2A and included in the 2023 Regional Flood Plan (RFP) that describes the existing and future condition flood risk in the FPR.

RFPGs shall perform future condition flood risk analyses for the region comprising: (1) flood hazard analyses that determine the location, magnitude and frequency of flooding; (2) flood exposure analyses to identify who and what might be harmed within the region; and (3) vulnerability analyses to identify vulnerabilities of communities and critical facilities.

The information developed shall be used to assist the RFPG to establish priorities in subsequent planning tasks, to identify areas that need FMEs, and to efficiently deploy its resources.

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

1. Perform future condition flood hazard analyses to determine the location and magnitude of both 1.0% annual chance and 0.2% annual chance flood events as follows:
 - a. collect data and conduct analyses sufficient to characterize the future conditions for the planning area based on a "no-action" scenario of approximately 30 years of continued development and population growth under current development trends and patterns, and existing flood regulations and policies based on:
 - i. current land use and development trends and practices and associated projected population based on the most recently adopted state water plan decade and population nearest the next RFP adoption date plus approximately 30 years or as provided for in TWDB Flood Planning guidance documents;
 - ii. reasonable assumptions regarding locations of residential development and associated population growth;
 - iii. anticipated relative sea level change and subsidence based on existing information;
 - iv. anticipated changes to the functionality of the existing floodplain;
 - v. anticipated sedimentation in flood control structures and major geomorphic changes in riverine, playa, or coastal systems based on existing information;
 - vi. assumed completion of flood mitigation projects currently under construction or that already have dedicated construction funding; and
 - vii. other factors deemed relevant by the RFPG.
 - b. identify areas within each FPR where future condition hydrologic and hydraulic model results are already available and summarize the information;
 - c. utilize best available data, including hydrologic and hydraulic models for each area;
 - d. where future condition results are not available, but existing condition hydrologic and hydraulic model results are already available, the RFPGs shall

- modify hydraulic models to identify future conditions flood risk for 1.0% and 0.2% annual chance storms based on simplified assumptions utilizing the information identified in this task.
- e. prepare a map showing areas of 1.0% and 0.2% annual chance of inundation for future conditions, the areal extent of this inundation, and the sources of flooding for each area.
 - f. prepare a map showing gaps in inundation boundary mapping and identify known flood-prone areas based on location of hydrologic features, historic flooding, and/ or local knowledge.
2. Perform future condition flood exposure analyses using the information identified in the flood hazard analysis to identify who and what might be harmed within the region for, at a minimum, both 1.0% annual chance and 0.2% annual chance flood events as follows:
- a. analyses of existing development within the existing condition floodplain and the associated flood hazard exposure;
 - b. analyses of existing and future developments within the future condition floodplain and the associated flood hazard exposure; and
 - c. to include only those flood mitigation projects with dedicated construction funding scheduled for completion prior to the next RFP adoption date plus 30 years or as provided for in TWDB Flood Planning guidance documents.
 - d. Identification of flood prone areas associated with the hazard exposure analyses shall be based on analyses that rely primarily on the use and incorporation of existing and available:
 - i. FIRMs or other flood inundation maps and GIS related data and analyses;
 - ii. available hydraulic flood modeling results;
 - iii. model-based or other types of geographic screening tools for identifying flood prone areas; and
 - iv. other best available data or relevant technical analyses that the RFPG determines to be the most updated or reliable.
3. Perform future condition vulnerability analyses as follows:
- a. identify resilience of communities located in flood-prone areas identified as part of the future condition flood exposure analyses, utilizing relevant data and tools.
 - b. identify vulnerabilities of critical facilities to flooding by looking at factors such as proximity to a floodplain or other bodies of water, past flooding issues, emergency management plans, and location of critical systems like primary and back-up power.
4. All data produced as part of the future condition flood exposure analysis and the future condition vulnerability analysis shall include:
- a. underlying flood event return frequency;
 - b. type of flood risk;

- c. county;
- d. HUC8;
- e. existing flood authority boundaries;
- f. Social Vulnerability Indices for counties and census tracts; and
- g. other categories as determined in TWDB Flood Planning guidance documents.

The information gathered and developed in preparation of this chapter shall be subject to the following review process prior to submission of any deliverables:

1. Review of the chapter documents and related information by RFPG members.
2. Modifications to the chapter document based on RFPG, public, and/or agency comments.
3. Submittal of chapter document to TWDB for review and approval.
4. All effort required to obtain final approval of the RFP chapter by TWDB.

Deliverables:

- Prepare a stand-alone chapter (including work from both Tasks 2A & 2B) to be included in the 2023 RFP.
- Prepare maps according to 1(e) and 1(f). A tabulated list and GIS map of all pertinent information. All maps should be submitted with underlying GIS data utilized to prepare them.
- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 3A - Evaluation and Recommendations on Floodplain Management Practices

In addition to generally meeting all applicable rules and statute requirements governing regional and state flood planning under 31 TAC Chapters 361 and 362, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §361.35.

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

1. Consider the extent to which a lack of, insufficient, or ineffective current floodplain management and land use practices, regulations, policies, and trends related to land use, economic development, and population growth, allow, cause, or otherwise encourage increases to flood risks to both:
 - a. existing population and property, and
 - b. future population and property.
2. Take into consideration the future flood hazard exposure analyses performed under Task 2B, consider the extent to which the 1.0% annual chance floodplain, along with associated flood risks, may change over time in response to anticipated

development and associated population growth and other relevant man-made causes, and assess how to best address these potential changes.

3. Based on the analyses in (1) and (2), make recommendations regarding forward-looking floodplain management and land use recommendations, and economic development practices and strategies, that should be implemented by entities within the FPR. These region-specific recommendations may include minimum floodplain management and land use standards and should focus on how to best address the changes in (2) for entities within the region. These recommendations shall inform recommended strategies for inclusion in the RFP.
4. RFPGs may also choose to adopt region-specific, minimum floodplain management or land use or other standards that impact flood-risk, that may vary geographically across the region, that each entity in the FPR must adopt prior to the RFPG including in the RFP any Flood Management Evaluations, Flood Management Strategies, or Flood Mitigation Projects that are sponsored by or that will otherwise be implemented by that entity.

The information gathered and developed in preparation of this chapter shall be subject to the following review process prior to submission of any deliverables:

1. Review of the chapter documents and related information by RFPG members.
2. Modifications to the chapter document based on RFPG, public, and/or agency comments.
3. Submittal of chapter document to TWDB for review and approval.
4. All effort required to obtain final approval of the RFP chapter by TWDB.

Deliverables:

- Prepare a stand-alone chapter (including work from both Tasks 3A & 3B) to be included in the 2023 RFP.
- List region-specific recommendations regarding forward-looking floodplain management and land use, which may include minimum floodplain management and land use standards.
- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 3B – Flood Mitigation and Floodplain Management Goals

In addition to generally meeting all applicable rules and statute requirements governing regional and state flood planning under 31 TAC Chapters 361 and 362, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §361.36.

Consider the Guidance Principles under 31 TAC §362.3, Tasks 1-3A, input from the public, and other relevant information and considerations.

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

1. Identify specific and achievable flood mitigation and floodplain management goals along with target years by which to meet those goals for the FPR to include, at a minimum, goals specifically addressing risks to life and property.
2. Consider minimum recommended flood protection goal provided by TWDB.
3. Recognize and clearly state the levels of residual risk that will remain in the FPR even after the stated flood mitigation goals are fully met.
4. Structure and present the goals and the residual risks in an easily understandable format for the public including in conformance with TWDB Flood Planning guidance documents.
5. When appropriate, choose goals that apply to full single HUC8 watershed boundaries or coterminous groups of HUC8 boundaries within the FPR.
6. Identify both short-term goals (10 years) and long-term goals (30 years).

The information gathered and developed in preparation of this chapter shall be subject to the following review process prior to submission of any deliverables:

1. Review of the chapter documents and related information by RFPG members.
2. Modifications to the chapter document based on RFPG, public, and/or agency comments.
3. Submittal of chapter document to TWDB for review and approval.
4. All effort required to obtain final approval of the RFP chapter by TWDB.

Deliverables:

- Prepare a stand-alone chapter (including work from both Tasks 3A & 3B) to be included in the 2023 RFP.
- Identify flood mitigation and floodplain management goals considering minimum recommended flood protection goal provided by TWDB.
- Identify specific and achievable flood mitigation and floodplain management goals (10 year and 30 year) in an easily understandable format for the public.
- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 4A – Flood Mitigation Needs Analysis

In addition to generally meeting all applicable rules and statute requirements governing regional and state flood planning under 31 TAC Chapters 361 and 362, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §361.37.

The RFPG shall conduct the analysis in a manner that will ensure the most effective and efficient use of the resources available to the RFPG.

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

1. Based on the analyses and goals developed by the RFPG under Tasks 2A through 3B and any additional analyses or information developed using available screening-level models or methods, the RFPG shall identify locations within the FPR that the RFPG considers to have the greatest flood mitigation and flood risk study needs by considering:
 - a. the areas in the FPR that the RFPG identified as the most prone to flooding that threatens life and property;
 - b. the relative locations, extent, and performance of current floodplain management and land use policies and infrastructure located within the FPR;
 - c. areas identified by the RFPG as prone to flooding that don't have adequate inundation maps;
 - d. areas identified by the RFPG as prone to flooding that don't have hydrologic and hydraulic models;
 - e. areas with an emergency need;
 - f. existing modeling analyses and flood risk mitigation plans within the FPR;
 - g. flood mitigation projects already identified and evaluated by other flood mitigation plans and studies;
 - h. documentation of historic flooding events;
 - i. flood mitigation projects already being implemented; and
 - j. any other factors that the RFPG deems relevant to identifying the geographic locations where potential FMEs and potentially feasible FMSs and FMPs shall be identified and evaluated under §361.38.

The information gathered and developed in preparation of this chapter shall be subject to the following review process prior to submission of any deliverables:

1. Review of the chapter documents and related information by RFPG members.
2. Modifications to the chapter document based on RFPG, public, and/or agency comments.
3. Submittal of chapter document to TWDB for review and approval.
4. All effort required to obtain final approval of the RFP chapter by TWDB.

Deliverables:

- Prepare a stand-alone chapter (including work from both Tasks 4A & 4B) to be included in the 2023 RFP.
- A map identifying the geographic locations within the FPR considered to have the greatest flood mitigation and flood risk study needs where potential FMEs and potentially feasible FMSs and FMPs shall be evaluated
- A tabulated list and GIS map of all pertinent information. All maps should be submitted with underlying GIS data utilized to prepare them.

- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 4B – Identification and Evaluation of Potential Flood Management Evaluations and Potentially Feasible Flood Management Strategies and Flood Mitigation Projects

In addition to generally meeting all applicable rules and statute requirements governing regional and state flood planning under 31 TAC Chapters 361 and 362, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §361.38.

Based on analyses and decisions under Tasks 2A through 4A the RFPG shall identify and evaluate potential FMEs and potentially feasible FMSs and FMPs, including nature-based solutions, some of which may have already been identified by previous evaluations and analyses by others.

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

1. Receive public comment on a proposed process to be used by the RFPG to identify and select FMEs, FMSs, and FMPs for the 2023 RFP. Revise and update documentation of the process by which FMS that were identified as potentially feasible and selected for evaluation in the 2023 RFP. Include a description of the process selected by the RFPG in the Technical Memorandum and the draft Regional Flood Plan and adopted RFPs.
2. Plans to be considered in developing this chapter include relevant plans referenced under 31 TAC §361.22.
3. When evaluating FMSs and FMPs the RFPG will, at a minimum, identify one solution that provides flood mitigation associated a with 1.0% annual chance flood event. In instances where mitigating for 1.0% annual chance events is not feasible, the RFPG shall document the reasons for its infeasibility, and at the discretion of the RFPG, other FMSs and FMPs to mitigate more frequent events may also be identified and evaluated based on TWDB Flood Planning guidance documents.
4. A summary of the RFPG process for identifying potential FMEs and potentially feasible FMSs and FMPs shall be established and included in the draft and final adopted RFP.
5. The RFPG shall then identify potentially feasible FMSs and FMPs in accordance with the RFPG established process.
6. For areas within the FPR that the RFPG does not yet have sufficient information or resources to identify potentially feasible FMSs and FMPs, the RFPG shall identify areas for potential FMEs that may eventually result in FMSs and/or FMPs.
7. The RFPG shall evaluate potentially feasible FMSs and FMPs understanding that, upon evaluation and further inspection, some FMSs or FMPs initially identified as potentially feasible may, after further inspection, be reclassified as infeasible.

8. Evaluations of potentially feasible FMSs and FMPs will require associated, detailed hydrologic and hydraulic modeling results that quantify the reduced impacts from flood events and the associated benefits and costs. Information may be based on previously performed evaluations of projects and related information. Evaluations of potentially feasible FMS and FMPs shall include the following information and be based on the following analyses:
- a. A reference to the specific flood mitigation or floodplain management goal addressed by the feasible FMS or FMP;
 - b. A determination of whether FMS or FMP meets an emergency need;
 - c. An indication regarding the potential use of federal funds, or other sources of funding, as a component of the total funding mechanism;
 - d. An equitable comparison between and consistent assessment of all FMSs and FMPs that the RFPG determines to be potentially feasible;
 - e. A demonstration that the FMS or FMP will not negatively affect a neighboring area;
 - f. A quantitative reporting of the estimated benefits of the FMS or FMP, including reductions of flood impacts of the 1.0% annual chance flood event and other storm events identified and evaluated if the project mitigates to a more frequent event, to include, but not limited to:
 - (1) Associated flood events that must, at a minimum, include the 1.0% annual chance flood event and other storm events identified and evaluated;
 - (2) Reduction in habitable, equivalent living units flood risk;
 - (3) Reduction in residential population flood risk;
 - (4) Reduction in critical facilities flood risk;
 - (5) Reduction in road closure occurrences;
 - (6) Reduction in acres of active farmland and ranchland flood risk;
 - (7) Estimated reduction in fatalities, when available;
 - (8) Estimated reduction in injuries, when available;
 - (9) Reduction in expected annual damages from residential, commercial, and public property; and
 - (10) Other benefits as deemed relevant by the RFPG including environmental benefits and other public benefits.
 - g. A quantitative reporting of the estimated capital cost of FMPs in accordance with TWDB Flood Planning guidance documents;
 - h. Calculated benefit-cost ratio for FMPs in accordance with *Exhibit C: General Guidelines* and based on current, observed conditions;
 - i. For projects that will contribute to water supply, all relevant evaluations required under §357.34(e) (relating to Identification and Evaluation of Potentially Feasible Water Management Strategies and Water Management Strategy Projects), as determined by the EA based on the type of

- contribution, and a description of its consistency with the currently adopted State Water Plan;
- j. A description of potential impacts and benefits from the FMS or FMP to the environment, agriculture, recreational resources, navigation, water quality, erosion, sedimentation, and impacts to any other resources deemed relevant by the RFPG;
 - k. A description of residual, post-project, and future risks associated with FMPs including the risk of potential catastrophic failure and the potential for future increases to these risks due to lack of maintenance;
 - l. Implementation issues including those related to rights-of-way, permitting, acquisitions, relocations, utilities and transportation; and
 - m. Funding sources and options that exist or will be developed to pay for development, operation, and maintenance of the FMS or FMP.
9. Evaluations of potential FMEs will be at a reconnaissance or screening-level, unsupported by associated detailed hydrologic and hydraulic analyses. These will be identified for areas that the RFPG considers a priority for flood risk evaluation but that do not yet have the required detailed hydrologic and hydraulic modeling or associated project evaluations available to evaluate specific FMSs or FMPs for recommendation in the RFP. These FMEs shall be based on recognition of the need to develop detailed hydrologic models or to perform associated hydraulic analyses and associated project evaluations in certain areas identified by the RFPG.

Evaluations of potential FMEs shall include the following analyses:

- a. A reference to the specific flood mitigation or floodplain management goal to be addressed by the potential FME.
- b. A determination of whether FME may meet an emergency need.
- c. An indication regarding the potential use of federal funds, or other sources of funding as a component of the total funding mechanism.
- d. An equitable comparison between and consistent assessment of all FMEs.
- e. An indication of whether hydrologic and or hydraulic models are already being developed or are anticipated in the near future and that could be used in the FME.
- f. A quantitative reporting of the estimated benefits, including reductions of flood risks, to include:
 - (1) Estimated habitable, living unit equivalent and associated population in FME area;
 - (2) Estimated critical facilities in FME area;
 - (3) Estimated number of roads closures occurrences in FME area;
 - (4) Estimated acres of active farmland and rangeland in FME area; and
 - (5) A quantitative reporting of the estimated study cost of the FME and whether the cost includes use of existing or development of new hydrologic or hydraulic models.

- g. For FMEs, RFPGs do not need to demonstrate that an FME will not negatively affect a neighboring area.
10. RFPGs shall evaluate and present potential FMEs and potentially feasible FMSs and FMPs with sufficient specificity to allow state agencies to make financial or regulatory decisions to determine consistency of the proposed action before the state agency with an approved RFP.
11. Analyses shall be performed in accordance with TWDB Flood Planning guidance documents.
12. All data produced as part of the analyses under this task shall be organized and summarized in the RFP in accordance with TWDB Flood Planning guidance documents.
13. Analyses shall clearly designate a representative location of the FME and beneficiaries including a map and designation of HUC8 and county location.

The information gathered and developed in preparation of this chapter shall be subject to the following review process prior to submission of any deliverables:

1. Review of the chapter documents and related information by RFPG members.
2. Modifications to the chapter document based on RFPG, public, and/or agency comments.
3. Submittal of chapter document to TWDB for review and approval.
4. All effort required to obtain final approval of the RFP chapter by TWDB.

Deliverables:

- Prepare a stand-alone chapter (including work from both Tasks 4B & 5) to be included in the 2023 RFP.
- A list of the potentially feasible FMSs and associated FMPs that were identified by the RFPG. The TWDB Flood Planning guidance documents will include minimum data submittal requirements and deliverable format.
- A map identifying the geographic locations within the FPR considered to have the greatest flood mitigation and flood risk study needs where potential FMEs and potentially feasible FMSs and FMPs shall be evaluated. TWDB Flood Planning guidance documents will include minimum data submittal requirements and deliverable format.
- Data shall be organized and summarized in the RFP in accordance with TWDB Flood Planning guidance documents.
- A tabulated list and GIS map of all pertinent information. All maps should be submitted with underlying GIS data utilized to prepare them.
- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 4C – Prepare and Submit Technical Memorandum

In addition to generally meeting all applicable rules and statute requirements governing regional and state flood planning under 31 TAC Chapters 361 and 362, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §361.13(e).

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

1. Prepare a concise Technical Memorandum to include:
 - a. A list of existing political subdivisions within the FPR that have flood-related authorities or responsibilities;
 - b. A list of previous flood studies considered by the RFPG to be relevant to development of the RFP;
 - c. A geodatabase and associated maps in accordance with TWDB Flood Planning guidance documents that the RFPG considers to be best representation of the region-wide 1.0% annual chance flood event and 0.2% annual chance flood event inundation boundaries, and the source of flooding for each area, for use in its risk analysis, including indications of locations where such boundaries remain undefined;
 - d. A geodatabase and associated maps in accordance with TWDB Flood Planning guidance documents that identifies additional flood-prone areas not described in (c) based on location of hydrologic features, historic flooding, and/or local knowledge;
 - e. A geodatabase and associated maps in accordance with TWDB Flood Planning guidance documents that identifies areas where existing hydrologic and hydraulic models needed to evaluate FMSs and FMPs are available;
 - f. A list of available flood-related models that the RFPG considers of most value in developing its plan;
 - g. The flood mitigation and floodplain management goals adopted by the RFPG per §361.36;
 - h. The documented process used by the RFPG to identify potentially feasible FMSs and FMPs;
 - i. A list of potential FMEs and potentially feasible FMSs and FMPs identified by the RFPG, if any; and
 - j. A list of FMSs and FMPs that were identified but determined by the RFPG to be infeasible, including the primary reason for it being infeasible.
2. Approve submittal of the Technical Memorandum to TWDB at a RFPG meeting subject notice requirements in accordance with 31 TAC §361.21(h). The Technical Memorandum must be submitted to TWDB in accordance with Section I Article I of the contract.

Task 5 – Recommendation of Flood Management Evaluations and Flood Management Strategies and Associated Flood Mitigation Projects

In addition to generally meeting all applicable rules and statute requirements governing regional and state flood planning under 31 TAC Chapters 361 and 362, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §361.39.

The objective of this task is to evaluate and recommend Flood Management Evaluations (FMEs), Flood Management Strategies (FMSs) and their associated Flood Mitigation Projects (FMPs) to be included in the 2023 RFP that describes the work completed, presents the potential FMEs, potentially feasible FMSs and FMPs, recommended and alternative FMSs and FMPs, including all the technical evaluations, and presents which entities will benefit from the recommended FMSs and FMPs.

Work associated with any Task 5 subtasks shall be contingent upon a written notice-to-proceed. This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

1. Recommend FMSs and FMPs to reduce the potential impacts of flood based on the evaluations under §361.38 and RFPG goals and that must, at a minimum, mitigate for flood events associated with at 1.0 percent annual chance (100-yr flood) where feasible. In instances where mitigating for 100-year events is not feasible, FMS and FMPs to mitigate more frequent events may be recommended based on TWDB Flood Planning guidance documents. Recommendations shall be based upon the identification, analysis, and comparison of alternatives that the RFPG determines will provide measurable reductions in flood impacts in support of the RFPG's specific flood mitigation and/or floodplain management goals.
2. Provide additional information in conformance with TWDB Flood Planning guidance documents which will be used to rank recommended FMPs in the state flood plan.
3. Recommend FMEs that the RFPG determines are most likely to result in identification of potentially feasible FMSs and FMPs that would, at a minimum, identify and investigate one solution to mitigate for flood events associated with a 1.0% annual chance flood event and that support specific RFPG flood mitigation and/or floodplain management goals.
4. Recommended FMSs or FMPs may not negatively affect a neighboring area or an entity's water supply.
5. Recommended FMSs or FMPs that will contribute to water supply may not result in an overallocation of a water source based on the water availability allocations in the most recently adopted State Water Plan.
6. Specific types of FMEs, FMSs, or FMPs that should be included and that should not be included in RFPs must be in accordance with TWDB Flood Planning guidance documents.

7. FMS and FMP documentation shall include a strategy or project description, discussion of associated facilities, project map, and technical evaluations addressing all considerations and factors required under 31 TAC §361.38(h).
8. Coordinate and communicate with FME, FMS, and FMP sponsors, individual local governments, regional authorities, and other political subdivisions.
9. Process documentation of selecting all recommended FMSs and associated FMPs including development of FMS evaluations matrices and other tools required to assist the RFPG in comparing and selecting recommended FMSs and FMPs.
10. Document the evaluation and selection of all recommended FMS and FMPs, including an explanation for why certain types of strategies may not have been recommended.

The information gathered and developed in preparation of this chapter shall be subject to the following review process prior to submission of any deliverables:

1. Review of the chapter documents and related information by RFPG members.
2. Modifications to the chapter document based on RFPG, public, and/or agency comments.
3. Submittal of chapter document to TWDB for review and approval.
4. All effort required to obtain final approval of the RFP chapter by TWDB.

Deliverables:

- Prepare a stand-alone chapter (including work from both Tasks 4B & 5) to be included in the 2023 RFP to include technical analyses of all evaluated FMSs and FMPs.
- A list of the recommended FMEs, FMSs, and associated FMPs that were identified by the RFPG. TWDB Flood Planning guidance documents will include minimum data submittal requirements and deliverable format.
- Data shall be organized and summarized in the RFP in accordance with TWDB Flood Planning guidance documents.
- A tabulated list and GIS map of all pertinent information. All maps should be submitted with underlying GIS data utilized to prepare them.
- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 6A – Impacts of Regional Flood Plan

In addition to generally meeting all applicable rules and statute requirements governing regional and state flood planning under 31 TAC Chapters 361 and 362, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §361.40.

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to include:

1. a region-wide summary of the relative reduction in flood risk that implementation of the RFP would achieve within the region including with regard to life, injuries, and property.
2. a statement that the FMPs in the plan, when implemented, will not negatively affect neighboring areas located within or outside of the FPR.
3. a general description of the types of potential positive and negative socioeconomic or recreational impacts of the recommended FMSs and FMPs within the FPR.
4. a general description of the overall impacts of the recommended FMPs and FMSs in the RFP on the environment, agriculture, recreational resources, water quality, erosion, sedimentation, and navigation.

The information gathered and developed in preparation of this chapter shall be subject to the following review process prior to submission of any deliverables:

1. Review of the chapter documents and related information by RFPG members.
2. Modifications to the chapter document based on RFPG, public, and/or agency comments.
3. Submittal of chapter document to TWDB for review and approval.
4. All effort required to obtain final approval of the RFP chapter by TWDB.

Deliverables: Prepare a stand-alone chapter (including work from both Tasks 6A & 6B) to be included in the 2023 RFP. Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 6B – Contributions to and Impacts on Water Supply Development and the State Water Plan

In addition to generally meeting all applicable rules and statute requirements governing regional and state flood planning under 31 TAC Chapters 361 and 362, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §361.41.

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

1. Include a region-wide summary and description of the contribution that the regional flood plan would have to water supply development including a list of the specific FMSs and FMPs that would contribute to water supply.
2. Include a description of any anticipated impacts, including to water supply or water availability or projects in the State Water Plan, that the regional flood plan FMSs and FMPs may have.

The information gathered and developed in preparation of this chapter shall be subject to the following review process prior to submission of any deliverables:

1. Review of the chapter documents and related information by RFPG members.
2. Modifications to the chapter document based on RFPG, public, and/or agency comments.
3. Submittal of chapter document to TWDB for review and approval.
4. All effort required to obtain final approval of the RFP chapter by TWDB.

Deliverables: Prepare a stand-alone chapter (including work from both Tasks 6A & 6B) to be included in the 2023 RFP. Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 7 – Flood Response Information and Activities

In addition to generally meeting all applicable rules and statute requirements governing regional and state flood planning under 31 TAC Chapters 361 and 362, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §361.42.

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

1. Summarize the nature and types of flood response preparations within the FPR including providing where more detailed information is available regarding recovery.
2. Coordinate and communicate, as necessary, with entities in the region to gather information.
3. RFPGs shall not perform analyses or other activities related to planning for disaster response or recovery activities.
4. Plans to be considered in developing this chapter include relevant plans referenced under 31 TAC §361.22.

The information gathered and developed in preparation of this chapter shall be subject to the following review process prior to submission of any deliverables:

1. Review of the chapter documents and related information by RFPG members.
2. Modifications to the chapter document based on RFPG, public, and/or agency comments.
3. Submittal of chapter document to TWDB for review and approval.
4. All effort required to obtain final approval of the RFP chapter by TWDB.

Deliverables: Prepare a stand-alone chapter to be included in the 2023 RFP. Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 8 – Administrative, Regulatory, and Legislative Recommendations

In addition to generally meeting all applicable rules and statute requirements governing regional and state flood planning under 31 TAC Chapters 361 and 362, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §361.43.

The objective of this task is to prepare a separate chapter to be included in the 2023 RFP that presents the RFPG's administrative, legislative, and regulatory recommendations.

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to develop:

1. Legislative recommendations that they consider necessary to facilitate floodplain management and flood mitigation planning and implementation.
2. Other regulatory or administrative recommendations that they consider necessary to facilitate floodplain management and flood mitigation planning and implementation.
3. Any other recommendations that the RFPG believes are needed and desirable to achieve its regional flood mitigation and floodplain management goals.
4. Recommendations regarding potential, new revenue-raising opportunities, including potential new municipal drainage utilities or regional flood authorities, that could fund the development, operation, and maintenance of floodplain management or flood mitigation activities in the region.

The information gathered and developed in preparation of this chapter shall be subject to the following review process prior to submission of any deliverables:

1. Review of the chapter documents and related information by RFPG members.
2. Modifications to the chapter document based on RFPG, public, and/or agency comments.
3. Submittal of chapter document to TWDB for review and approval.
4. All effort required to obtain final approval of the RFP chapter by TWDB.

Deliverables: Prepare a stand-alone chapter to be included in the 2023 RFP. Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 9 – Flood Infrastructure Financing Analysis

In addition to generally meeting all applicable rules and statute requirements governing regional and state flood planning under 31 TAC Chapters 361 and 362, this portion of work shall, in particular, include all work necessary to meet all the requirements of 31 TAC §361.44.

The objective of this task is to report on how sponsors of recommended FMPs propose to finance projects.

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

1. Coordinate and communicate with individual local governments, regional authorities, and other political subdivisions.
2. Perform a survey, including the following work:
 - a. Contacting FME and FMP sponsors.

- b. Collection and collation of data.
 - c. Documentation of the effectiveness of survey methodology, providing percent survey completions, and whether an acceptable minimum percent survey completion was achieved.
 - d. Submission of data.
3. Coordinate with FME and FMP sponsors as necessary to ensure detailed needs and costs associated with their anticipated evaluations and projects are sufficiently represented in the RFP for future funding determinations.
 4. Assist the RFPG with the development of recommendations regarding the proposed role of the State in financing flood infrastructure projects identified in the RFP.
 5. Summarize the survey results.

The information gathered and developed in preparation of this chapter shall be subject to the following review process prior to submission of any deliverables:

1. Review of the chapter documents and related information by RFPG members.
2. Modifications to the chapter document based on RFPG, public, and/or agency comments.
3. Submittal of chapter document to TWDB for review and approval.
4. All effort required to obtain final approval of the RFP chapter by TWDB.

Deliverables: A completed Chapter 9 shall be delivered in the 2023 RFP to include summary of reported financing approaches for all recommended FMPs. Data shall be submitted in accordance with TWDB guidance documents. Any additional deliverables identified in the TWDB Flood Planning guidance documents.

Task 10 – Public Participation and Plan Adoption

The objective of this task is to address public participation, public meetings, eligible administrative and technical support activities, and other requirements and activities eligible for reimbursement. Objectives also include activities necessary to complete and submit a draft RFP and final RFP, and obtain TWDB approval of the RFP.

This Task includes, but is not limited to, performing all work in accordance with TWDB rules and guidance required to:

1. In addition to generally meeting all applicable statute requirements governing regional and state flood planning this portion of work shall, in particular, include all technical and administrative support activities necessary to meet all the requirements of 31 TAC Chapters 361 and 362 that are not already addressed under the scope of work associated with other contract Tasks but that are necessary and or required to complete and deliver an draft Regional Flood Plan and final, adopted RFP to TWDB and obtain approval of the adopted RFP by TWDB.
2. Organization, support, facilitation, and documentation of all meetings/hearings associated with: preplanning meeting; consideration of a substitution of alternative flood management strategies; public hearing after adoption of the draft Regional

Flood Plan and prior to adoption of the final RFP; and consideration of RFP amendments, alternative FMS substitutions, or Board-directed revisions.

Technical Support and Administrative Activities

1. RFPGs shall support and accommodate periodic presentations by the TWDB for the purpose of orientation, training, and retraining as determined and provided by the TWDB during regular RFPGRWPG meetings.
2. Attendance and participation of technical consultants at RFPG, subgroup, subcommittees, special and or other meetings and hearings including preparation and follow-up activities.
3. Developing technical and other presentations and handout materials for regular and special meetings to provide technical and explanatory data to the RFPG and its subcommittees, including follow-up activities.
4. Administrative and technical support and participation in RFPG activities, and documentation of any RFPG workshops, work groups, subgroup and/or subcommittee activities.
5. Technical support and administrative activities associated with periodic and special meetings of the RFPG including developing agendas and coordinating activities for the RFPG.
6. Provision of status reports to TWDB for work performed under this Contract.
7. Development of draft and final responses for RFPG approval to public questions or comments as well as approval of the final responses to comments on RFP documents.
8. Intraregional and interregional coordination and communication, and or facilitation required within the FPR and with other RFPGs to develop a RFP.
9. Incorporation of all required data and reports into RFP document.
10. Modifications to the RFP documents based on RFPG, public, and or agency comments.
11. Preparation of a RFP chapter summarizing Task 10 activities including review by RFPG and modification of document as necessary.
12. Development and inclusion of Executive Summaries in both draft Regional Flood Plan and final RFP.
13. Production, distribution, and submittal of all draft and final RFP-related planning documents for RFPG, public and agency review, including in hard-copy format when required.
14. Assembling, compiling, and production of the completed draft Regional Flood Plan and Final Regional Flood Plan document(s) that meet all requirements of statute, 31 TAC Chapters 361 and 362, Contract and associated guidance documents.
15. Submittal of the RFP documents in both hard copy and electronic formats to TWDB for review and approval; and all effort required to obtain final approval of the RFP by TWDB.

Other Activities

1. Review of all RFP-related documents by RFPG members.
2. Development and maintenance of a RFPG website or RFPG-dedicated webpage on the RFPG administrator's website for posting planning group meeting notices, agendas, materials, and plan information.
3. Limited non-labor, direct costs associated with maintenance of the RFPG website.
4. Development of agendas, presentations, and handout materials for the public meetings and hearings to provide to the general public.
5. Documentation of meetings and hearings to include recorded minutes and/or audio recordings as required by the RFPG bylaws and archiving and provision of minutes to public.
6. Preparation and transmission of correspondence, for example, directly related to public comments on RFP documents.
7. Promoting consensus decisions through conflict resolution efforts including monitoring and facilitation required to resolve issues between and among RFPG members and stakeholders in the event that issues arise during the process of developing the RFP, including mediation between RFPG members, if necessary.
8. RFPG membership solicitation activities.
9. Meeting all posting, meeting, hearing and other public notice requirements in accordance with the open meetings act, statute, and 31 TAC §361.21 and any other applicable public notice requirements.
10. Solicitation, review, and dissemination of public input, as necessary.
11. Any efforts required, but not otherwise addressed in other SOW tasks that may be required to complete an RFP in accordance with all statute and rule requirements.

Deliverables:

- A completed Chapter 10 summarizing public participation activities and appendices with public comments and RFPG responses to comments.
- Complete draft Regional Flood Plan and final, adopted RFP documents.
- Any additional deliverables identified in the TWDB Flood Planning guidance documents.

ATTACHMENT C

**TWDB DRAFT BUDGET BY TASK
FOR SCOPE OF WORK**

DRAFT

Region 5. Neches Regional Flood Planning Group

Recommended Funding Allocations for the First Cycle of Regional Flood Planning

Task	Description	Budget
1	Planning Area Description	\$ 57,445
2A	Existing Condition Flood Risk Analyses	\$ 114,890
2B	Future Condition Flood Risk Analyses	\$ 114,890
3A	Evaluation and Recommendations on Floodplain Management Practices	\$ 22,978
3B	Flood Mitigation and Floodplain Management Goals	\$ 11,489
4A	Flood Mitigation Needs Analysis	\$ 34,467
4B	Identification and Evaluation of Potential Flood Management Evaluations and Potentially Feasible Flood Management Strategies and Flood Mitigation Projects	\$ 172,335
4C	Prepare and Submit Technical Memorandum	\$ 22,978
5	Recommendation of Flood Management Evaluations and Flood Management Strategies and Associated Flood Mitigation Projects	\$ 229,780
6A	Impacts of Regional Flood Plan	\$ 45,956
6B	Contributions to and Impacts on Water Supply Development and the State Water Plan	\$ 11,489
7	Flood Response Information and Activities	\$ 11,489
8	Administrative, Regulatory, and Legislative Recommendations	\$ 11,489
9	Flood Infrastructure Financing Analysis	\$ 22,978
10	Adoption of Plan and Public Participation	\$ 264,247
	Total	\$ 1,148,900

**Region 5. Neches Regional Flood Planning Group Meeting
Agenda Item 13.0**

Meeting Date: January 07, 2021

Agenda Preface:

Consider establishing and appointing members to a Consultant Selection Review Committee for the purpose of screening responses to the RFQ (Requires >50% Present)

Background:

Recommendation:

**Region 5. Neches Regional Flood Planning Group Meeting
Agenda Item 14.0**

Meeting Date: January 07, 2021

Agenda Preface:

Discuss and consider a means by which the RFPG will develop and host a public website (Required §361.21(b))

Background:

Recommendation:

**Region 5. Neches Regional Flood Planning Group Meeting
Agenda Item 15.0**

Meeting Date: January 07, 2021

Agenda Preface:

Discuss and consider a means by which the RFPG will accept written public comment prior to and after meetings (Required §361.21))

Background:

Recommendation:

**Region 5. Neches Regional Flood Planning Group Meeting
Agenda Item 16.0**

Meeting Date: January 07, 2021

Agenda Preface:

Discussion of the required solicitation for persons or entities who request to be notified of RFPG activities (Required §361.21))

Background:

Recommendation:

**Region 5. Neches Regional Flood Planning Group Meeting
Agenda Item 17.0**

Meeting Date: January 07, 2021

Agenda Preface:

Consider adoption of calendar meeting for 2021
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Background:

January 7, 2021

February 11, 2021

March 11, 2021

April 8, 2021

June 10, 2021

August 12, 2021

October 14, 2021

December 9, 2021

**Region 5. Neches Regional Flood Planning Group Meeting
Agenda Item 18.0**

Meeting Date: January 07, 2021

Agenda Preface:

Consider possible agenda items for next meeting

**Region 5. Neches Regional Flood Planning Group Meeting
Agenda Item 19.0**

Meeting Date: January 07, 2021

Agenda Preface:

Adjourn