

**MINUTES OF THE  
REGION I - EAST TEXAS REGIONAL WATER PLANNING GROUP MEETING  
Wednesday, September 18, 2024 – 10:00 A.M.**

1. **Call to Order** – Chairman John Martin called the meeting to order at 10:04 A.M.
2. **Invocation/Pledge** – David Alders led the invocation and the Pledge.
3. **Notice of Meeting** – Notice was sent to Voting Members and posted as required.
4. **Roll Call/Determination of Quorum** – The roll was called by Cheryl Bartlett and quorum was determined as follows:

**Voting Members Present: (16 of 22)**

David Alders - Agriculture  
Chris Davis – Counties (*Virtual*)  
Kate Dietz – Municipality  
Scott Hall – River Authority (*Virtual*)  
Kelley Holcomb – River Authority  
Fred Jackson – Counties (*Virtual*)  
John Martin – GMA-14  
John McFarland – GMA-11  
David Montagne (Alternate Jamie East) – River Authority (*Virtual*)  
Jenny Sanders – Public  
Monty Shank – River Authority  
Mike Snyder – Electric Power (*Virtual*)  
Rob Starr – Water Utilities (*Virtual*)  
Terry D. Stelly – Public  
Emily Whitworth (Alternate David Miley) – Water District  
Christopher Wiesinger – Small Business

**Voting Members Absent: (3)**

David Gorsich – Industry  
Matthew McBroom - Environmental  
Matthew Mettauer - Agriculture

**Voting Member Category Vacancies: (3)**

Municipality  
Small Business  
Industry

**Other Attendees**

**Agencies:**

Lann Bookout – Texas Water Development Board  
Scott Galloway – Texas Water Development Board (*Virtual*)  
Teresa Griffin – Panola County GCD  
Clay Shipes – Texas Parks & Wildlife

**Staff and Consultants:**

Cheryl Bartlett - City of Nacogdoches  
Brigit Buff, PE – Plummer Asso.  
Qiwen Zhang, PE – Plummer Asso.  
Jordan Skipwith – Freese & Nichols

**5. Public Comments:** None

**6. Consideration and Approval of the minutes of the February 15, 2024 meeting**

*Kelley Holcomb made a motion to approve the minutes of the February 15, 2024 meeting as presented, 2<sup>nd</sup> by Monty Shank, passed unanimously.*

**7. Report from City of Nacogdoches: Cheryl Bartlett**

No updates to report.

**8. Reports of adjoining regions activity:**

- a. Region C – Jamie East; next meeting will be Sept. 30<sup>th</sup>.
- b. Region D – John McFarland: met May 29<sup>th</sup> and are meeting today to review Chapters 2, 3, 4 and part of Chapter 8, as well as inter-regional coordination for the Marvin Nichols Reservoir.
- c. Region H – Scott Hall: no report.
- d. Interregional Liaison – Kelley Holcomb: Interregional Planning Council submitted their report many months ago and have not met since then.

**9. Report from Standing Committees:**

- a. Executive Committee – John Martin: Did not meet - no report.
- b. Finance Committee – Kelley Holcomb: The Committee met this morning and we are continuing to work on a backlog of Plummer invoices. Kelley reviewed the financial statement summaries of the Admin and the Grant accounts. Items to include in the budget were discussed but it has not been completed. Changes in contracts from TWDB for this cycle now allow for some funding for the Administrative body and it is likely that invoicing counties will not be necessary for this cycle. The Committee is not prepared to present a budget at this time due to numerous changes in staff at both the City and at Plummer, as well as the changes in this cycle's contract. We plan to have a budget for the Admin funds ready for the next meeting.
- c. Bylaws Committee – David Alders: Revised version will be presented – Agenda Item 12.
- d. Technical Committee – Scott Hall: Committee did not meet.
- e. Nominations Committee – Monty Shank: committee met today – refer to Agenda Item 10.

**10. Discussion and possible action to approve recommendations from the Nominations Committee for the appointment of voting members of the East Texas Regional Water Planning Group:**

Monte reported that the committee recommends that the group accept Emily Whitworth's resignation and nominate David Miley (her regular alternate, who would also represent Water Districts) as her replacement. *Motion by Chris Weisinger, 2<sup>nd</sup> by Fred Jackson, passed unanimously.*

John Martin requested that new members, Jenny Sanders and David Miley introduce themselves to the group.

**11. Discussion and possible action to approve Financial Statement and Budget – no action.**

**12. Discussion and possible action to solicit additional members for the Bylaws Committee.**

John asked for volunteers and John McFarland volunteered. *David Alders made a motion to accept John McFarland as a Bylaws Committee member, 2<sup>nd</sup> by Monty Shank, passed unanimously.*

**13. Discussion and consideration for approval of updates/amendments to the East Texas Regional WPG Bylaws.**

David Alders reviewed a few minor changes to clean up some paging errors and to modify the title of Article X. Changes were made to VIII, Section 7 and Article XII, Section 2 to clarify conflicting information concerning Nominations Committee appointments by the Executive Committee. Article X, Section 1 was deleted because of the reference to proxy voting, since alternates are currently used instead of proxies. Article X now refers to the final adoption of the Regional Water Plan and any Amendments which must be passed by a two-third majority of voting members. All other voting decision criteria are addressed in other Articles. *David Alders made a motion to approve the changes as presented, 2<sup>nd</sup> by Monty Shank, passed unanimously.*

**14. Discussion and potential approval of the additional Task 5B scope of work and Notice to Proceed for Plummer.**

Brigit explained that the budget for Task 5B was approved at the last meeting but the scope had not been defined at that time. TWDB has now defined the scope for consultants to work on and needs to be approved by Region I members. *Rob Starr made a motion to approve the scope of work as presented, 2<sup>nd</sup> by Kate Dietz, passed unanimously.*

**15. Report from consultant team with discussion and possible action by RWPG:**

**Brigit Buff (Plummer), Qiwen Zhange (Plummer), Jordan Skipwith (Freese & Nichols)**

a. Review of 6<sup>th</sup> Cycle Water Planning Schedule – We are getting close to the end of the cycle. Most of the planning and evaluation has been completed and draft chapters are available for review. We are now in the process of combining these chapters and preparing the final report that is due in March, 2025. Brigit is proposing a Technical Committee meeting in the fall to do an initial review of the plan and then a full membership meeting in January to gather any further changes.

b. Review of Draft Initially Prepared Plan Chapters

1. Chapter 1: Description of the Regional Water Planning Area

This Chapter contains a map of the region, populations, economy, climate of the area, other basic descriptive information of water sources, water user groups and major water providers in the region along with a list of topics comprising a sort of executive summary of other Chapters to follow for the 2026 Plan.

2. Chapter 2: Projected Population and Water Demands

This is a summary of the discussions and decisions made in all of the meetings held during the last year. Technical memos have already been voted on after discussions concerning county populations in the area and the current and projected water supply and water needs within the regions. Projections for the next 50 years, methodologies used for data collection and analysis and

summary tables and graphs of the data are included. Items still being revised in this Chapter include: information gathered in coordination efforts between adjoining regions; refining the data analysis on water management strategies and information received from WUGs regarding water sales and usage.

3. Chapter 3: Evaluation of Current Water Suppliers in the Region

Analysis of water sources, systems and availability in the region using information gathered from WUGs and wholesale water suppliers in the area. Also includes more detailed discussions on current and future projections for groundwater, surface water, and re-use strategies. Consultants are still coordinating with WUGS and major water providers to gather additional information which may require some revisions to this chapter.

- c. Updates on Water Needs (Chapter 4 draft will be sent out for review soon) – This chapter contains an analysis of water supply minus the demands in order to determine water needs in the region. This includes a discussion of supplies that are currently undeveloped that may not be immediately available. The analysis identifies the WUGS that have needs and how they plan to meet them. Some of the WUGS with needs are shared with other regions and will require continued coordination. Several members also mentioned a few additional developments that will require water soon that should be added to the needs list.
- d. Updates on Water Management Strategies (Task 5B – Chapter 5)  
Consultants are currently coordinating with major water providers and water user groups to prepare the information for this Chapter – possibly ready to send out by the end of October. Water users have been slow in responding to coordination efforts. New requirements for this planning cycle include additional outreach to survey rural areas not typically included in these studies. All of this data will need to be reviewed and discussed by the members in either a fall meeting or in a long January meeting.
- e. Updates on Water Conservation, Drought Management, and Reuse in Region I (Tasks 5C and 7) – Qiwen reviewed water conservation goals, strategies and the feasibility of developing a particular strategy for water users and providers in our region. Since we are a water-rich region, the recommendations for water conservation are minimal and are generally either free or low cost. Drought management (Chapter 7) involves evaluation of strategies for water management using data from the drought of record (1950s for the State and also 2010-2012, specifically for Region I). This Chapter includes a new section for this planning cycle to address (1) planning for uncertainty, (2) assessing measures to prepare for a drought worse than the drought of record and (3) potential additional measures for a drought of record.
- f. Updates on Unique Stream Segments, Unique Reservoir Sites, and Legislative Recommendations (Task/Chapter 8)  
In the next few weeks, consultants will be sending out a survey to members for input on the legislative priority recommendations included in the 2021 Plan – changes, additions, etc.

**16. Reports from other state agencies, as necessary:**

- a. Texas Water Development Board – Lann Bookout, Scott Galloway  
Lann – Reminded everyone of data resources by county and region that are available on the TWDB website using the information provided by each Region and other state-wide studies and surveys.  
  
Scott – Reviewed financial assistance available through TWDB, including SWIFT loans and other additional federally funded programs through various federal agencies for new projects as well as improvements to existing infrastructure.
- b. Texas Department of Parks & Wildlife – Clay Shipes, present, but no report.
- c. Texas Department of Agriculture – not present; no report.
- d. Texas Soil and Water Conservation Board – not present; no report.
- e. Groundwater Management Areas –  
John McFarland (GMA 11) – GMA 11 will meet October 23 in Nacogdoches.  
John Martin (GMA 14) – GMA 14 met several times since the last Region I meeting. The group is in the process of searching for a consultant to assist with updating the groundwater availability model; will probably meet in the next few months to select the consultant.

**17. General Discussion – None**

**18. Set Next Meeting Dates – after much discussion:**

**Technical Committee** meeting call – Scott Hall will host **November 20<sup>th</sup>, 10:00 am.**  
Brigit will poll everyone for a January and February meeting date.

**19. Adjourned at 12:37 pm**

***NOTE: Limited availability of the meeting facility required setting the next meeting dates for January 7 and February 6, 2025***

APPROVED THIS \_\_\_\_\_

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John Martin, Chair  
ETRWPG – Region I

ATTEST: \_\_\_\_\_  
Terry Stelly, Secretary