

**MINUTES OF THE  
REGION I - EAST TEXAS REGIONAL WATER PLANNING GROUP MEETING  
Thursday, February 23, 2023 – 10:00 A.M.**

1. **Call to Order** – Chairman John Martin called the meeting to order at 10:13 A.M.
2. **Invocation/Pledge** – David Alders led the invocation. John Martin led the Pledge.
3. **Roll Call/Determination of Quorum** – The roll was called by Cheryl Bartlett and quorum was determined as follows:

**Voting Members Present: (15 of 22)**

David Alders - Agriculture  
Chris Davis – Counties (*Virtual*)  
Roger Fussell – Water Utility  
Scott Hall – River Authority (*Virtual*)  
Kelley Holcomb – River Authority  
Fred Jackson – Counties  
John Martin – GMA-14  
Matthew McBroom - Environmental  
John McFarland – GMA-11  
Matthew Mettauer - Agriculture  
Jamie East proxy for David Montagne – River Authority (*Virtual*)  
Rob Starr – Water Utilities (*Virtual*)  
Terry D. Stelly – Public  
David Miley proxy for Emily Whitworth – Water District (*Virtual*)  
Christopher Wiesinger – Small Business

**Voting Members Absent: (4)**

Kate Dietz - Municipality  
David Gorsich – Industry  
Monty Shank – River Authority  
Mike Snyder - Industry

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

Environmental  
Small Business  
Public

**Other Attendees**

**Agencies:**

Lann Bookout - Texas Water Development Board  
Teresa Griffin – Panola County GCD  
Leticia Honstein - Public

**Staff and Consultants:**

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

**4. Consideration and Approval of the minutes of the October 19, 2022 meeting**

Roger Fussell made a motion to approve the minutes of the October 19, 2022 meeting as presented, 2<sup>nd</sup> by Rob Starr, passed unanimously.

**5. Report from City of Nacogdoches**

Cheryl Bartlett reported that contracts with TWDB and subcontracts with Plummer were approved by the Nacogdoches City Council. Letters and invoices have been sent out to the counties - thanks to Kelley Holcomb and Cynthia Syvarth for their assistance. Reminder to all voting members that they are required to complete trainings for both the Open Meetings Act and Public Information Act. The trainings have been updated with regulations concerning virtual meetings. There is a Travel Expense Reimbursement Form posted in the meetings folder. There are now funds available in TWDB grant to reimburse members for travel IF they are not eligible to be reimbursed by another entity (government or business). Please attach a map app showing proof of mileage between two addresses to the form.

**6. Consideration and Approval of changing the Region C liason:**

Kelley Holcomb made a motion to accept David Montagne for this position. 2<sup>nd</sup> by John McFarland; motion passed unanimously.

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

- a. Region C – Jamie East for David Montagne: no report
- b. Region D – John McFarland: Region D is in approximately the same position we are in the planning cycle.
- c. Region H –Scott Hall: Region H met Feb 1 and is also in the about same place in the planning cycle.
- d. Interregional Liaison – Kelley Holcomb: Interregional Planning Council met on Nov 9<sup>th</sup> for inaugural meeting for the Round 6 planning cycle. There was much discussion to determine operations and procedural issues for and Mark Evans from Region H was elected Chair of the committee. Also reviewed the 2020 TWDB report from Round 5 and discussed the how it addressed some of the conflict issues and coordination between regions. The next meeting is March 9 and will be televised. Lann Bookout mentioned that information and updates on activities of the Interregional Council can be found on the TWDB website. <https://www.twdb.texas.gov/waterplanning/rwp/ipc/index.asp>

**8. Report from Standing Committees:**

- a. Executive Committee – John Martin: met this morning and discussed changes that need to be made to the bylaws. Plan to have David Alders bring those proposed changes to the next meeting for approval.
- b. Finance Committee – Kelley Holcomb: Invoices were sent to the counties. We need to formally approve the budget that was sent out. (Refer to Item 9 on this agenda)
- c. Bylaws Committee – David Alders: several updates to the by-laws have been suggested. David will meet with Roger to develop the changes to be presented at a future meeting.
- d. Technical Committee – Scott Hall: no report



- e. Nominations Committee – Monty Shank: not present. John reported that Monty will have nominations for positions at a future meeting, after some issues with the by-laws are resolved.

**9. Consideration and approval of FY 2023 annual budget**

Kelley Holcomb presented essentially the same budget as the previous planning cycle for the remainder of this cycle. The income amount on this budget was used to apportion the amounts printed on the invoices that were sent to the counties. Motion to approve by Matthew McBroom, 2<sup>nd</sup> by David Alders, passed unanimously.

**10. Consideration and approval of items related to East Texas Regional Water Planning Group Membership:**

- a. Resignation of Voting Members
- b. Appointment of New Voting Members

No action taken at this time.

**11. Consideration and approval of adding a Texas Commission on Environmental Quality (TCEQ) non-voting member to the planning group members**

This is a recommendation from the Interregional Planning Council for all Planning Groups. Region I area is located in both the Beaumont and Tyler TCEQ Regions. John suggested that we notify both regions of our meetings and let them decide who will represent their agency. David Alders made the motion, 2<sup>nd</sup> by Roger Fussell, passed unanimously.

**12. Consideration and approval of committee appointments**

No action on this item. (Changes to the bylaws may change the makeup of committees in the future.)

**13. Report from consultant team – Cynthia Syvarth, PE, Plummer Asso.**

John Martin reported that Cynthia Syvarth will be leaving Plummer after about 10 years working on the Region I consultant team. Brigit Buff was introduced as the new Team Leader from Plummer working with our Region.

- a. Review of 6<sup>th</sup> Cycle Water Planning schedule

Cynthia showed the planning cycle calendar (available on the Region I website) and stated that Region I is currently in year three of the 5-Year Planning Cycle. Completed tasks updated in the list include draft population and municipal demand projections that were released by TWDB earlier this month and updated mags which were released a few days before our October meeting. Three new tasks related to infeasible water strategies have been added to the task list. These strategies will need Member Group approval by June 2024.

Cynthia reviewed the items on the schedule that need to be addressed in the next 6 months.

Due July 2023: final revisions to non-municipal water demand projections.

Due August 2023: final revisions to municipal water demand projections.

We will need input from regional members regarding adjustments to these that need to be made. Draft projections will be posted on the website with the documentation requirements that need to be submitted to TWDB to make the adjustments.



b. Review of available Draft Projections & Methodology

The data and the methodology used for these projections can be found in the slide presentation for this meeting on the Planning Group Website in the meeting folder. <https://www.etexwaterplan.org/meetings/>

There was much discussion by members about the possible inaccuracies in the county population numbers, which ultimately affect water demand. Cynthia presented some of the adjustments (migration rates, census data, passive savings) that are made by TWDB and how they affected Region I population statistics. She reviewed the process to submit documentation to TWDB to change the population numbers used for this planning cycle. (1) Obtain any information from counties or cities who have submitted official documentation to challenge the census bureau numbers. (2) Adjust the population growth rate and migration rate according to net population changes identified in #1 by using actual water use statistics (number of meters and water usage) from cities and other water providers. When asked about the reality of getting the changes accepted by TWDB, Lann said that it might be difficult to get adjustments made to the census data in the time frame required for our reporting. Scott Hall suggested that, since TWDB would probably not allow these changes now, we make a note in our report to represent our case for the inaccurate data and projections. David Alders suggested trying to use data showing the growth in the number of water meters since fighting census data looks like a difficult process. There was general consensus within the group to these ideas.

Cynthia said that the consulting team would reach out to the county judges and water providers for their comments on the numbers that we have from census data so that they could add these notes in the report. She also requested that all Region I members help make these contacts also and to submit any information they might have access to.

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

a. Texas Water Development Board – Lann Bookout

Lann said TWDB is following state legislative actions and will be putting out information that affects regional water groups as needed. He also reminded everyone about the July & August due dates discussed earlier.

b. Texas Department of Parks & Wildlife – not present.

c. Texas Department of Agriculture – Manuel Martinez (virtual) – Reported that the department is currently involved in sponsoring exhibits at the Houston Livestock Show & Rodeo.

d. Texas Soil and Water Conservation Board – not present.

e. Groundwater Management Areas –

John McFarland (GMA 11) – Groundwater Districts received an updated groundwater availability model last year and each District was to vote on/approve a managed available

groundwater estimate and GMA 11 is currently in the process of updating the groundwater management plan and adopting the new numbers.

John Martin (GMA 14) – basically echoed the statement from GMA 11 above. Groundwater Districts also work on a 5-year cycle like the regional water planning groups and their data is submitted to the WUGs. GMA 14 will meet March 7<sup>th</sup> to discuss the new model.

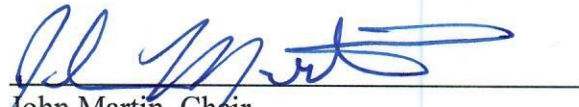
**15. Public Comments** - no public comments

**16. General Discussion** – Matthew McBroom asked for clarification on a TWDB methodology change. Previously, counties could hold their population flat for future periods but in this cycle, it was changed to no longer allow that. Lann confirmed that the methodology had changed.

**17. Set Next Meeting Dates** – April 19, 2023 and June 21, 2023.

**18. Adjourned** at 11:42

APPROVED THIS 4-19-23

  
John Martin, Chair  
ETRWPB – Region I

ATTEST:   
Terry Stelly, Secretary