

NOTICE OF OPEN MEETING REGIONAL WATER PLANNING GROUP-NETRWPG
March 31, 2021 – 1:00 P.M., telephonic only.

In compliance with the Texas Open Meetings Act, Chapter 551, of the Texas Government Code, the Regional Water Planning Group D issues this public notice. On March 31, 2021 at 1:00 P.M., the North East Texas Regional Water Planning Group (NETRWPG) will meet. The meeting will be held telephonically only. A physical address where the meeting can be heard is the Executive Office of Riverbend Water Resources District, 228 Texas Avenue, Suite A, New Boston, Bowie County, Texas. The NETRWPG will consider and act on the following items:

1. Recognitions. Roll call.
2. Public Comment. This agenda item is limited to no more than one hour in length.
3. Review and approval of minutes for December 16, 2020 meeting.
4. Reports from liaisons: TWDB Project Manager - Ron Ellis; GMA #8 & #11; Region C & I.
5. Election of Officers for Regional Water Planning Group – D, pursuant to Article VIII, Section 2 of the NETRWPG Bylaws, and Committee Appointments for the Executive Committee (Officers and Two Members At-Large) and Liaisons to regional water planning groups and groundwater management areas.
6. Discussion and Action as appropriate: Authorize Riverbend Water Resources District (RWRD) to provide public notice and hold a pre-planning public meeting to obtain public input on development of the 2026 Regional Water Plan and 2027 State Water Plan.
7. Discussion and Action as appropriate: Selection of Technical Consultants in accordance with 31 TAC 355.92 (c).
8. Discussion and Action as appropriate: Review current NETRWPG Bylaws
9. Further public comment/participation.
10. Adjourn.

Due to COVID-19, the meeting is unable to take place in person. The telephone numbers to use are 1 (774) 450-9900 and (800) 309-2350. The access code to be entered when prompted is 6295527#. Public comments can be made via telephone. Please reserve use of the toll-free 800 number to those that only have access to a land-based telephone line. Anyone not having access to a telephone and seeking to participate in the meeting should contact the Administrative Agency and special arrangements will be made to provide access to the telephonic meeting. COVID-19 precludes holding a public in-person meeting for NETRWPG. The size of the NETRWPG voting membership is 24 members. Routinely, there are at least 16 or more that seek to be present for the NETRWPG meetings. This means that an in-person meeting of NETRWPG needs a venue that can accommodate at least 40 persons safely. The Administrative Agency, despite reasonable attempts, has been unable to procure a suitable venue for such an in-person meeting so it will be held by telephonic means.

Additional information may be obtained from the Administrative Agency for NETRWPG: Riverbend Water Resources District, 228 Texas Avenue, Suite A, New Boston, Texas 75570; Office Telephone: (903) 831-0091; Office Fax: (903) 831-0096; E-mail: kyledooley@rwrld.org; Website: <https://rwrld.org/region-d/>; Attn: Kyle Dooley, P.E., Executive Director

**MEETING OF THE
North East Texas Regional Water Planning Group
WEDNESDAY, MARCH 31, 2021**

**Agenda Item 3
December 16, 2020
Meeting Minutes**

**Minutes of the North East Texas Regional Water Planning Group
December 16, 2020 – 1:00 P.M.**

The North East Texas Regional Water Planning Group (NETRWPG) – Region D met in an open meeting on Wednesday December 16, 2020, at 1:00 P.M. The meeting was held telephonically only. Notice of the meeting was legally posted.

Jim Thompson called the meeting to order at 1:00 p.m. and welcomed everyone. Introductions were made and a quorum was present. Fifteen members of the planning group were present in person or represented by a designated alternate.

The following voting members were present:

Allen Beeler	Brandon Belcher	John Brooks
Joe Bumgarner	Joe Coats	Donnie Duffee
Dennis Hilliard	Conrad King	Richard LeTourneau
Rolin McPhee	Fred Milton	Ned Muse
Sharron Nabors	Bob Staton	Jim Thompson

The following alternates were present: No alternates present

The following voting members were absent:

Russell Acker	Wade Bartley	Bruce Bradley
Nicolas Fierro	Cindy Gwinn	Janet McCoy
Lloyd Parker	Cheri Stuart	Harlton Taylor

The public was provided an opportunity for comment prior to any action being taken by the planning group. No public comments were made at the beginning of this meeting.

Sharron Nabors made a motion to approve the minutes from the September 30, 2020 meeting. Richard LeTourneau seconded the motion. Motion carried, all voting aye.

Director Kathleen Jackson with Texas Water Development Board expressed thanks to the planning group for all their hard work, and expressed thanks to the Legislature for enabling new projects for the upcoming year. Mrs. Jackson recognized Walt Sears for the help provided to the regional water planning group and for advancing new water plans, laws, and support for the science and data in planning. Mrs. Jackson spoke words of appreciation for the assisting actions for more than 22 years by Walt Sears.

Chair Jim Thompson asked for updates from the liaisons. Ron Ellis with Texas Water Development Board (TWDB) stated 2021 SWIFT funding applications opened. TWDB is contracting with vendor for mining projects. The first request for funding for the 6th cycle of regional water planning will be issued in the spring of 2021. No report from Region I and GMA #11 was made. Sharron Nabors stated that GMA #8 and Region C had no new updates or meeting.

Rolin McPhee discussed the requirements of a political subdivision to administer the Region D RWPG for the 6th cycle of Regional Water Planning. Mr. McPhee informed the RWPG that only one application had been submitted and that submittal was from Riverbend

NETRWPG Minutes for December 16, 2020

Page Two

Water Resources District. Mr. McPhee stated that the request for a proposal from a political subdivision was posted and made available to any interested political subdivision.

Ned Muse made a motion to approve Riverbend Water Resources District as the new political subdivision to administer the Region D RWPG for the 6th cycle of Regional Water Planning. Sharron Nabors seconded the motion. Motion carried, all voting aye.

Rolin McPhee made a motion to approve to authorize Riverbend Water Resources District as the Region D political Subdivision to provide public notice, submit a grant application to the TWDB, and execute a contract with the TWDB on behalf of the Region D RWPG for initial funding of the 6th cycle of Regional Water Planning. Sharron Nabors seconded the motion. Motion carried, all voting aye.

Rolin McPhee made a motion to approve the Financial Report by the Administrator, including approval for payment of the consultant invoices. Bob Staton seconded the motion. Motion carried, all voting aye.

Further public comments were made prior to the adjournment by David Nabors. Mr. Nabors recognized Richard LeTourneau for receiving from the Texas Conservation Alliance, the Ned and Genie Fritz Lifetime Achievement Award. He thanked Mr. LeTourneau for his services in protecting the environment and for advancing good stewardship of environmental resources.

The meeting was adjourned on a motion by Rolin McPhee and a second by Richard LeTourneau. Motion carried, all voting aye.

Secretary

**MEETING OF THE
North East Texas Regional Water Planning Group
WEDNESDAY, MARCH 31, 2021**

**Agenda Item 5
Election of NETRWPG Officers**

**NORTHEAST TEXAS REGIONAL WATER PLANNING GROUP
NOTICE OF ELECTION OF OFFICERS
First Regular Meeting after January 1st, 2021**

Notice is hereby given to the members of the Northeast Texas Regional Water Planning Group in accordance with the By-Laws of the Group that the annual election of officers will be held during the first regular meeting after January 1st, 2021.

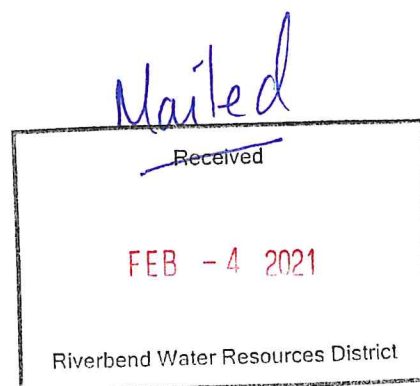
The meeting will be held telephonically only on March 31, 2021. Nominations will be made from the floor by voting members of the Group. Agreement of two-thirds of the voting members present is required for election of each officer.

Offices to be filled are:

1. Chair
2. Vice-Chair
3. Secretary/Treasurer

It will also be necessary to elect two (2) at-large members of the Executive Committee and to select designated members to each adjacent regional water planning group to serve as a liaison and liaisons to each Groundwater Management Area within the Northeast Texas Regional Water Planning Group Area.

Rolin McPhee
Secretary/Treasurer



**MEETING OF THE
North East Texas Regional Water Planning Group
WEDNESDAY, MARCH 31, 2021**

**Agenda Item 7
Selection of Technical Consultants**

Administrative Summary

The RFQ for Technical Consultants to prepare a Regional Water Plan for NETRWPG was open for submittals from qualified parties from February 4th – 26th, 2021. In this packet is a copy of the RFQ document. Two submittals were received. One was from Carollo Engineers and the other was from HDR. A copy of each firm's submittal is contained in this packet. Also, there is a sample score sheet included in the packet to aid board members in the review of each submittal prior to the board meeting. This item will be discussed and it is anticipated that, after the discussion of the item, the board could consider taking action to select one of the technical consultants.

North East Texas Regional Water Planning Group – Region D

REQUEST FOR STATEMENT OF QUALIFICATIONS TO PREPARE REGIONAL WATER PLAN FOR REGION D AND TO PROVIDE SERVICES FOR THE NORTH EAST TEXAS REGIONAL WATER PLANNING GROUP AS DEFINED BY 31 TAC CHAPTERS 355, 357 & 358

The North East Texas Regional Water Planning Group (NETRWPG) invites qualified parties to submit a statement of qualifications for preparing a Regional Water Plan for the NETRWPG, as defined by 31 TAC Chapters 355, 357 & 358.

BACKGROUND

Senate Bill 1 (SB 1), 75th Legislature, made significant changes in the manner in which state water planning is to be conducted. Notably, SB 1 shifted the emphasis of state water planning from a centralized approach to a regional planning approach. As part of that process, the Texas Water Development Board (TWDB) has designated 16 regional planning areas with appointed members of Regional Water Planning Groups (RWPGs). Each RWPG is to prepare a consensus-based regional water plan and submit that plan to the TWDB by September 2025. The TWDB will then assemble those regional water plans into a State Water Plan to be submitted to the Texas Legislature. The 2026 regional water plans represent the sixth round of regional planning since the passage of SB 1 in 1997.

The North East Texas Region (Region D) includes all or portions of 19 counties in Northeast Texas: Bowie, Camp, Cass, Delta, Franklin, Gregg, Harrison, Hopkins, Hunt, Lamar, Marion, Morris, Rains, Red River, Smith, Titus, Upshur, Van Zandt, and Wood.

Under the direction of the NETRWPG, the consultant shall prepare a regional water plan. The consultant shall also assist the NETRWPG in preparing an appropriate scope of work that adequately addresses all tasks in 31 TAC 357.7 and contains the elements for a scope of work as defined in 31 TAC 357.6 (3), i.e. the description of tasks, responsible parties, schedule, and description of deliverables.

In addition to the technical role, the consultant shall 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 on regional water planning issues for presentation to both technical and non-technical audiences in the region. The consultant shall provide for electronic communication as requested by the NETRWPG.

Consultants submitting qualifications should be familiar with the rules for state and regional water planning and regional water planning grant assistance adopted by the TWDB (31 TAC Chapter 355, Subchapter C, Regional Water Planning Grant Rules; and 31 TAC Chapter 358, State Water Planning Guideline Rules). These rules contain procedures governing applications for financial assistance related to the development or revision of regional water management plans, and guidelines for the development of the state water plan. Particularly, the rules contain

specific time frames and requirements for making application for state financial assistance for the development of the scope of work and budget for the development of the regional water plan, as well as deadlines for the submittal of the scope of work and regional water plan. The schedule for completion and delivery of work products for the NETRWPG shall reflect these publication deadlines.

ADDITIONAL INFORMATION

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 12 pages (8.5" by 11") in length exclusive of required attachments 12 point font size single sided, including cover letter and resumes of all project team members, including subcontractors. Responses should address the following:

1. A list of no more than five (5) projects similar to the scope of work discussed herein, with descriptions of the projects, members of the project teams, time schedule, and contact persons who are able to verify the information presented. All projects must have been completed within the past seven (7) years. It is preferred that project descriptions demonstrate the following types of recent work experience:
 - regional water planning for similarly sized regions and entities in Texas, specifically including but not limited to: RWPGs, water districts, water supply corporations, cities, counties, river authorities, power generation, entities with agricultural interests, mining;
 - familiarity of water supply and demand issues specific to entities located within Region D, particularly including but not limited to the region's management of water resources, contracts, agreements, environmental flows, ecologically unique stream segments, interbasin transfers, and groundwater management;
 - interactions with diverse interest groups and stakeholders participating in regional water planning with the description demonstrating the range of diversity involved;
 - facilitating consensus-building and conflict resolution among stakeholders with diverse and potentially-conflicting interests;
 - working with the TWDB in reviewing population forecasts throughout the region and developing and gaining acceptance of alternative forecasts as necessary;
 - familiarity with data and information available from the TWDB, TCEQ, and other sources specifically including but not limited to federal sources, special study commissions, and river authorities;
 - familiarity with TWDB's planning grant administration and invoicing requirements;
 - knowledge of state and federal statutory and regulatory policies affecting water supply, mitigation, water quality, water conservation, and drought management issues for both surface and groundwater; and
 - experience with environmental issues and analyses related to water supply development specifically including any water quality experience such as involvement in the TCEQ's Clean Rivers Program in any of the basins in the area of NETRWPG;

2. Your firm's resources and capabilities: including the legal name of the firm, description of the business entity (i.e., individual, corporation, L.L.C.), organizational chart, location of firm, size, staffing, experience, evidence of being licensed to provide professional services in the state of Texas, and length of local office's existence in Texas;
3. Any planned subcontractor or teaming arrangement for the project. Information requested in Items 1 and 2 shall be submitted for teaming partner(s);
4. A description of your firm's approach to completing the Plan in accordance with 31 TAC Chapters 355, 357 and 358 and your firm's current workload and its ability to comply with the scope of work;
5. The capability of your firm to commit necessary resources to the project in order to meet the project schedule and the identity of those key individuals to be assigned to this project;
6. The identity of any NETRWPG voting member or employer of a NETRWPG voting member that you have a current contractual relationship subsequent to January 1, 2020 with either directly or as a result of the voting member's employer;
7. Any additional information you would like the NETRWPG to be aware of or which you feel might have a direct bearing on your firm's qualification to perform on the project; and
8. An 8.5" X 11" front and back placemat summarizing the statement of qualifications and the reasons why the NETRWPG should consider hiring your firm or team to prepare the 2026 Region D Water Plan should also be provided as part of the Statement of Qualifications. The placemat will be considered in addition to the 12-page Statement of Qualifications.

The selection of the successful firm(s) shall be accomplished by a vote of the NETRWPG. Before that vote is taken, it is anticipated that NETRWPG will have some of its members participate in evaluating the Statements of Qualifications received. Any firm submitting a Statement of Qualifications should be prepared to meet with such members and provide a verbal presentation upon request by the Administrative Agent for NETRWPG. It is anticipated that the screening committee will develop a recommendation for the full group of NETRWPG to consider. The full group of NETRWPG has the authority to accept, reject, or modify any recommendation from the screening committee.

In developing a recommendation, the screening committee may use the following matrix in its evaluation:

Selection Criteria

<u>Category</u>	<u>Maximum Points</u>
Experience of Similar Work by Firm	20
Experience of Similar Work by Project Team Members	20
Knowledge of Region-Specific Matters for Plan Elements	20
Knowledge of Additional Information Section 1 Topics	10
Resources & Availability of Firm	10
Project Approach	<u>20</u>
Total	100

By submitting a Statement of Qualifications, the respondent accepts the evaluation process as described in this document and acknowledges that the determination of the “most qualified” firm may require subjective judgments of the screening committee and NETRWPG. The process described in this document is intended to comply with Section 355.93 so that the selected firm will be secured on the basis of demonstrated competence and qualifications through a request for qualifications process.

SCHEDULE

- February 4, 2021 – Begin advertisement and mailing of notices for Request for Statement of Qualifications
- February 26, 2021 – Statement of Qualifications due.
- March 1, 2021 – NETRWPG’s review of Statements of Qualifications received. Development of recommendation for selection.
- March 31, 2021 – NETRWPG selects consultant.

ACKNOWLEDGMENTS

The submittal, either as part of the Statement of Qualifications or the cover letter, shall provide the following acknowledgments:

- Acknowledgment that, if requested, you will prepare and make a presentation to the NETRWPG;
- Acknowledgment that, if selected, the key individuals of the proposed team will not be changed without the written notification to the NETRWPG and the Administrative Agency for NETRWPG;
- Acknowledgment that, if selected, you will conform to TWDB rules and requirements for grant funding and invoicing;
- Acknowledgment that all information, documentation and other material submitted in response to this document are considered non-confidential and non-proprietary and are subject to public disclosure under the Texas Public Information Act after the solicitation has been completed and the contract executed with the selected firm.

The deadline for responses to this request is 5:00 p.m. on February 26, 2021. One (1) electronic copy in PDF format and five (5) hardcopies of each submittal shall be delivered to Jim Thompson, Chairman of the NETRWPG, at the following address:

Jim Thompson
North East Texas Regional Water Planning Group, c/o

Riverbend Water Resources District
228 Texas Avenue, Suite A
New Boston, TX 75570

Scoresheet for Region D's Engineer for 6th Cycle of Planning

Entity Name:

Carollo

HDR

Experience of Similar Work by Firm - 20%

Comments:

Total Score (Max. - 20%)

Experience of Similar Work by Project Team Members - 20%

Comments:

Total Score (Max. - 20%)

Knowledge of Region-Specific Matters for Plan Elements - 20%

Comments:

Total Score (Max. - 20%)

Entity Name:

Carollo

HDR

Knowledge of Additional Information Section 1 Topics - 10%

Comments:

Total Score (Max. - 10%)

Resources & Availability of Firm - 10%

Comments:

Total Score (Max. - 10%)

Project Approach - 20%

Comments:

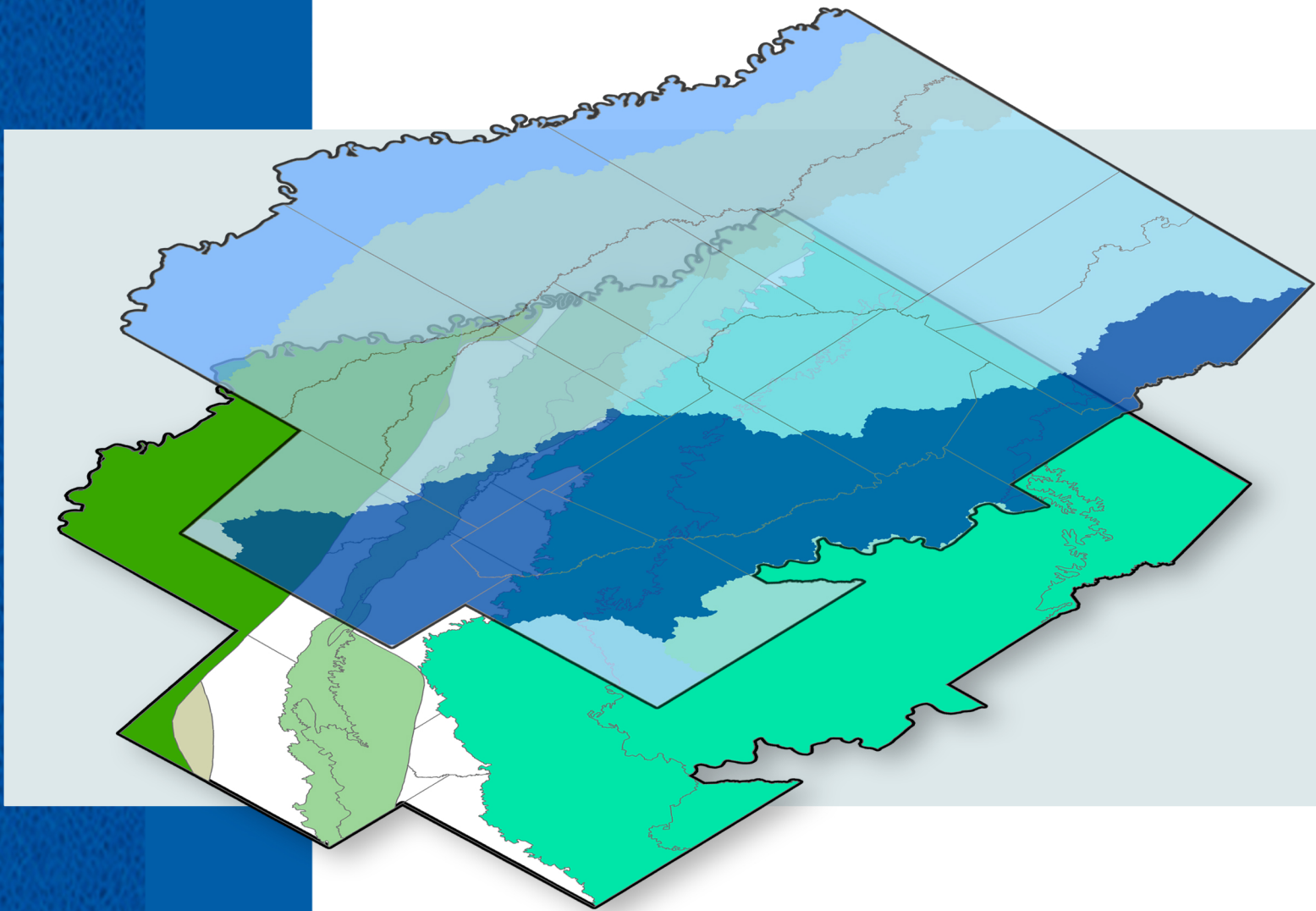
Total Score (Max. - 20%)

GRAND TOTAL (Max. - 100%)

Prepared for
NORTH EAST TEXAS REGIONAL WATER PLANNING GROUP – REGION D

Statement of Qualifications to Prepare a **REGIONAL WATER PLAN FOR REGION D**

February 2021



February 26, 2021

North East Texas Regional Water Planning Group
Attn: Mr. Jim Thompson
Riverbend Water Resources District
228 Texas Avenue, Suite A
New Boston, TX 75570

RE: Statement of Qualifications to Prepare the 2026 Regional Water Plan for the North East Texas Regional Water Planning Group

Mr. Thompson:

The North East Texas Regional Water Planning Group (NETRWPG; Region D) provides an essential role in our State Water Plan that is critical for the people of North East Texas. To support the NETRWPG's efforts to develop the 2026 Region D Plan to meet the region's water needs, Carollo Engineers, Inc. (Carollo) brings you a consultant team you know and trust. The Carollo team includes a powerhouse of industry leaders in water resources and regional planning that will continue to provide reliable and solid technical consulting to support the NETRWPG. **This team's key members, including Tony Smith, Stan Hayes, and James Beach, comprise the same people that successfully delivered your 2016 and 2021 Regional Plans.**

The successful delivery of your 2026 Region D Plan requires a team that provides ideas informed by input from all user groups within the region, with the big picture of Region D's future in mind. As your project manager, I will continue to collectively integrate the input of your diverse water user groups and water providers to ensure the development of a plan that represents the best interests of Region D. To that end, we have assembled a team you are very familiar with, consisting of top water supply planning entities, including Hayes Engineering, Inc., and Advanced Groundwater Solutions, LLC.

The Carollo team has the experience and flexibility to complete the multitude of water resources analyses necessary to successfully develop your 2026 Plan:

- Many members within Region D have worked with me, as well as our key team members, through previous planning efforts. We understand that your plan is unique and, with trust in the Carollo team, we will again deliver a successful and meaningful regional water plan.
- Water is ALL that we do! The Carollo team understands the challenges facing Region D – from increased demands, regulatory and technical requirements, tighter budgets, rural and urban water needs, and potential impacts to the region's agricultural and environmental resources.
- Our team members have the experience to **meet statutory and TWDB requirements** for the development of the Region D Plan.

We appreciate the opportunity to continue serving you and the Region, and look forward to dependably delivering a successful 2026 Region D Plan. Please feel free to contact me if you should have any questions.

Sincerely,
CAROLLO ENGINEERS, INC.



Tony L. Smith, PE
Project Manager

Relevant Project Experience

THE TEAM REGION D HAS KNOWN AND TRUSTED

Carollo Engineers, Inc. (Carollo) is proud to present to the North East Texas Regional Water Planning Group (NETRWPG - Region D) our team of experts with direct, hands-on experience in each of the components of the regional water planning process in North East Texas. The Carollo team is complemented by our teaming partners including Stan Hayes

with Hayes Engineering, Inc. (HEI), and James Beach, now with Advanced Groundwater Solutions, LLC (AGS). This section provides a selection of five projects similar to the scope of work for the 2026 Region D Plan performed by Carollo team members within the past seven years.

2016 AND 2021 REGIONAL WATER PLANS, REGION D

Carollo, HEI, and James Beach (now with AGS) have served as the consultant team for the NETRWPG working towards the development of the 2016 and 2021 Region D North East Texas Regional Water Plans.

CLIENT CONTACT

NETRWPG Prior
Administrative Agency
(NETMWD), Walt
Sears, Jr.
903-639-7538

TEAM MEMBERS

Tony Smith, David
Harkins, Stanley Hayes,
James Beach, Michael
Pinckney

FEE

\$1,151,000

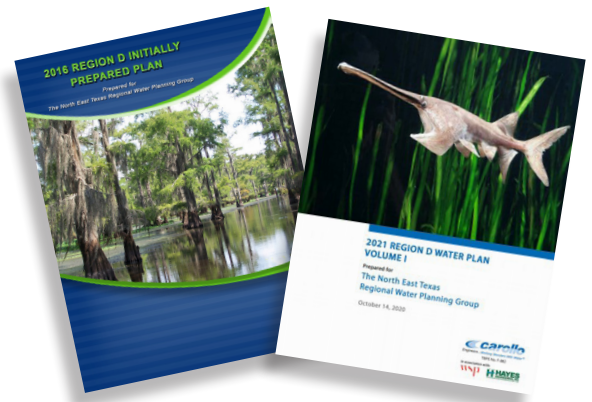
SCHEDULE

2011-2021

FIRMS

Carollo, HEI

Mr. Tony Smith (Carollo) has served as the project manager for both cycles, a role previously served by Dr. David Harkins (Carollo) from 2011 to 2013. These Plans were the predecessors to the 2026 Region D Plan; they were guided primarily by TWDB rules and statutory requirements and involved significant consensus-building and conflict resolution.



During the development of both Regional Water Plans, our project team successfully developed and utilized a multitude of analytic tools to facilitate the evaluation of projections in population growth and demands, water supplies, and the evaluation of water management strategies. The successful completion of these plans required knowledge of state and federal statutory and regulatory policies affecting water supply, mitigation, water quality, water conservation, drought management, and surface and groundwater modeling approaches, and experience with environmental issues. Our approach has always been to provide accurate, reliable information from which the NETRWPG can develop the Regional Plans to support Northeast Texas. In doing so, our team met all project deadlines and stayed within budget.

Subconsultants on our team (Stan Hayes and James Beach) also served on the consultant teams for the 2001, 2006, and 2011 Region D Water Plans.

2021 PLATEAU REGIONAL WATER PLAN, REGION J

Carollo was selected by the Plateau Regional Water Planning Group (Region J) to serve on the consultant team that delivered the 2021 Region J Water Plan.

CLIENT CONTACT

WSP, Inc. (Lead Consultant), Jennifer Herrera, PG (Project Manager)
512-327-9640

TEAM MEMBERS

David Harkins, Tony Smith, Michael Pinckney

FEE

\$85,000

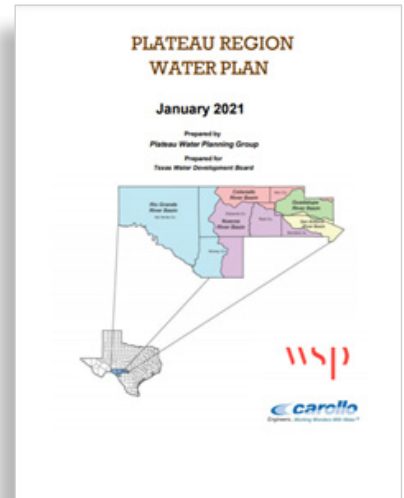
SCHEDULE

2017-2021

FIRMS

Carollo (as sub to WSP)

Carollo served as the surface water expert in this effort, relying upon our knowledge of TWDB planning rules and guidelines relating to the establishment of source water availability (via application of approved modeling assumptions using Water Availability Modeling), identifying water supplies and needs, and evaluating water management strategies. These evaluations included investigations of reuse, conjunctive use with surface and groundwater supplies, surface water permitting, and the potential impacts of recommended and alternative water management strategies. Carollo staff met all project milestones and remained within budget, resulting in the successful submittal of the 2021 Plateau Regional Water Plan.



CITY OF HOUSTON WATER RESOURCES TECHNICAL CONSULTANT

Carollo has served as the City of Houston's technical consultant on water resources since 2006. Work in support of the City has included support with regional planning (in Region H), studies on water availability, modeling, evaluations of water loss, reuse, permitting, and technical advisory efforts finding solutions for basin-wide water needs.

CLIENT CONTACT

City of Houston, Public Works, Sharon Citino (Planning Director)
832-395-2712

TEAM MEMBERS

David Harkins, Tony Smith, Michael Pinckney

FEE

\$50,000 - \$3 million

SCHEDULE

2006-Present

FIRMS

Carollo

This work has included:

- Technical and strategic support initiatives relating to water supply and planning for City management.
- Analyses of water rights on Lake Livingston in the Trinity River Basin and Lake Houston and Lake Conroe in the San Jacinto River Basin.
- Development and review of TCEQ approved accounting plans, managing water diversions for water rights.
- Evaluation for the interbasin transfer of water from the Trinity River to Lake Houston via Luce Bayou.
- Provision of professional services in the water rights permit process and contested case negotiations regarding permits for unappropriated flows and/or reuse in the San Jacinto and Trinity River Basins, and evaluations of reuse of treated effluent.
- Technical support services throughout the Senate Bill 3 environmental flows process related to the development of environmental flow standards and their implementation, and consideration in regard to planning for water supply.



WATER SYSTEM MASTER PLAN, MARSHALL, TX

Hayes Engineering, Inc. prepared a Water System Master Plan for the City of Marshall that provided an analysis of the existing system and made recommendations for a 20-year planning period.

CLIENT CONTACT

City of Marshall, Mark Rohr (City Manager)

903-935-4418

TEAM MEMBERS

Stanley Hayes

FEE

\$155,750

SCHEDULE

2018 (One Year)

FIRMS

HEI

The City of Marshall services customers inside the City as well as five rural water systems in Northeast Texas and is one of the larger water systems in the region. Hayes Engineering reviewed existing population projections and projected water demands, developed system models to analyze existing water system capacities, performed preliminary design sizing for deficient lines, and developed a capital improvements program to meet projected deficiencies.

OWRB 2026 UPDATE TO THE OKLAHOMA COMPREHENSIVE WATER PLAN, OKLAHOMA CITY, OK

Carollo is supporting the Oklahoma Water Resources Board (OWRB) in the Phase 1 update of the Oklahoma Comprehensive Water Plan.

CLIENT CONTACT

OWRB, Oklahoma City, OK, Owen Mills

405-421-4127

TEAM MEMBERS

John Rehring, Tony Smith, David Harkins

FEE

\$500,000 (Phase 1 Fee)

SCHEDULE

2020-Current

FIRMS

Carollo

The State of Oklahoma is undertaking the process of updating its statewide water plan. As part of Phase 1 activities and in consultation with the OWRB, Carollo is developing the Programmatic Work Plan (PWP). The PWP will establish a set of tasks, technical studies, anticipated deliverables, and sequence and priorities for completing the Update.

Carollo will continue to support Phases I, II, III, and IV Project activities, evaluating supply and demand projections and infrastructure needs; identifying solutions; conducting studies; and developing tools, models, and other such guidance to the benefit of the citizens of Oklahoma.



Team Resources and Capabilities

Legal Firm Name: Carollo Engineers, Inc.

Project Contact:

Mr. Tony L. Smith, P.E.
5316 Highway 290 West, Suite 330, Austin,
Texas 78735
email: TLSmith@carollo.com
Phone: (512) 427-8123
Fax: (512) 453-0101
Cell: (512) 799-4511

**Carollo Description of Business Entity
and Professional Registration:**
Corporation
Texas Board of Professional Engineers F-882

CAROLLO TEXAS OFFICES

LOCATIONS	OFFICE YEARS	NO. OF STAFF
AUSTIN	21	26
HOUSTON	9	18
DALLAS	23	61
FORT WORTH	13	7
MCALLEN	4	2
EL PASO	4	9

Management Philosophy and Resources

Carollo's management philosophy and the success of our company is founded on these simple precepts:

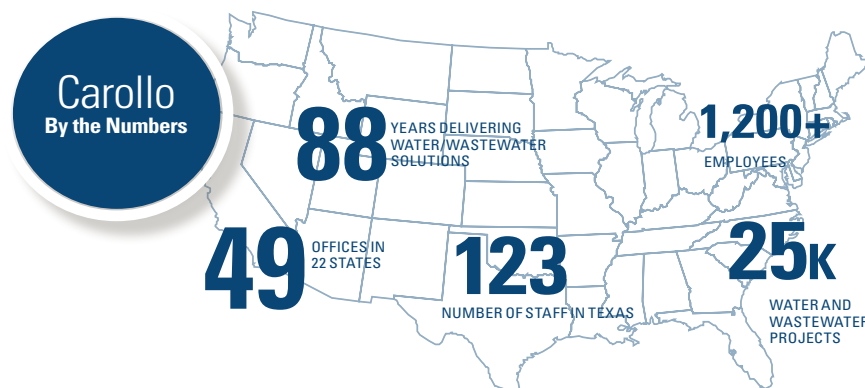
- Seek out, hire, and retain the best people in the business.
- Specialize in the planning, design, and construction management of water projects.
- Commit our senior experts to an active role in every project.
- Focus on Client Service.

With this philosophy in place, Carollo's staff numbers more than 1,100 employees, including more than 500 registered engineers. We recognize that the consultant team is a critical element for the development of a successful Regional Water Plan. Therefore, we have composed the most experienced and dedicated consultant team for the 2026 Region D Plan.

We Know Water

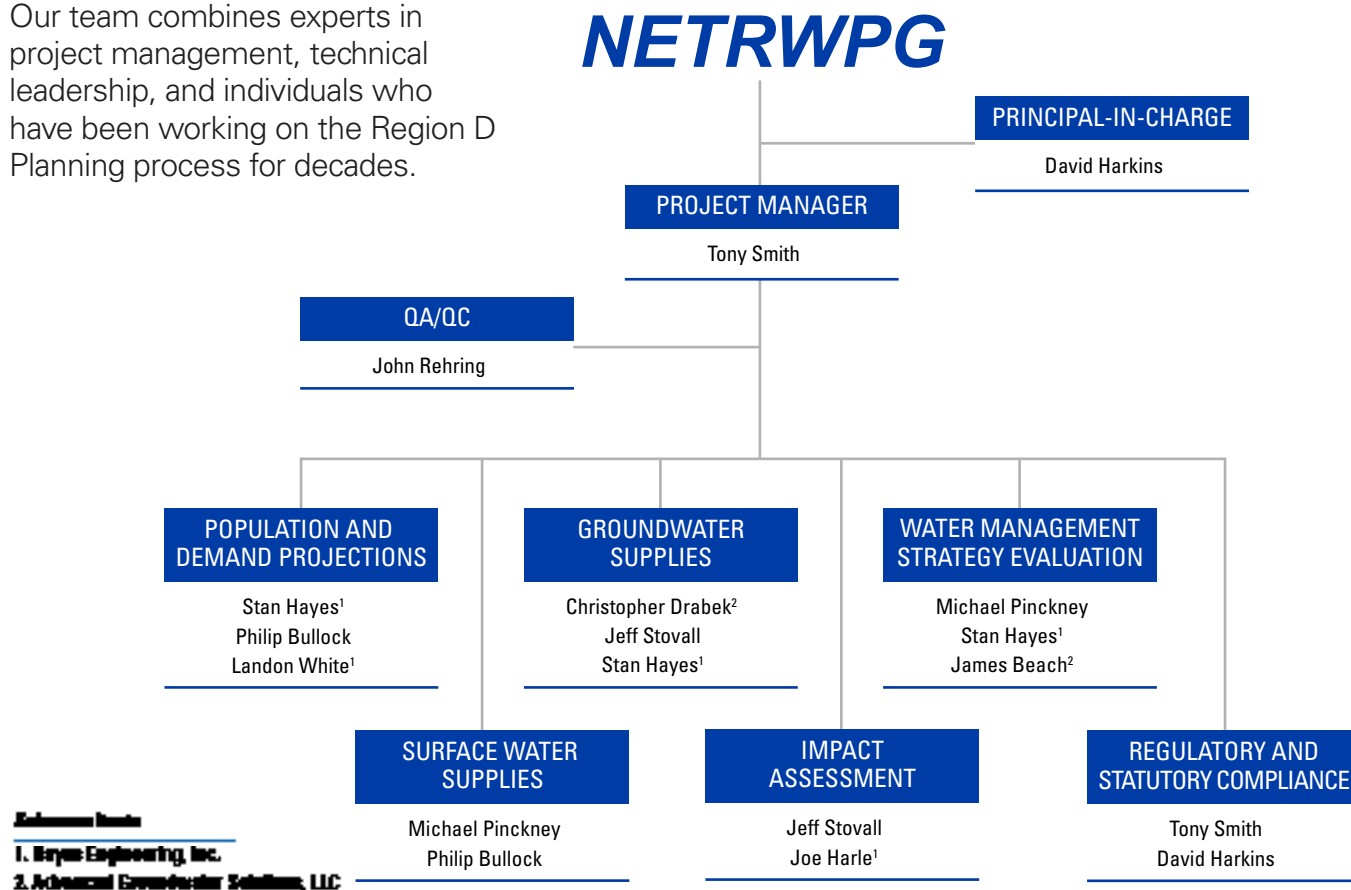
Carollo is an environmental engineering firm specializing in the water planning, facility design, and water resources. Since our inception in 1933, we have dedicated ourselves to advancing the application of water planning science and technology. Our staff include civil, structural, and environmental engineers, as well as scientists and planners.

We take pride in our ability to deliver proven solutions to our clients. Our staff dedicates their entire career to fulfilling their passion of providing water services to this country. This allows us to provide custom solutions for specialized needs, such as the services we have provided with experts you know and trust in Region D. We look forward to continuing to serve the NETRWPG from the Austin Office.



KEY PERSONNEL

Our team combines experts in project management, technical leadership, and individuals who have been working on the Region D Planning process for decades.



Message from your Project Manager

“ We have a diverse and dynamic staff with proven experience in developing regional water plans for Region D. David and I have appreciated the opportunity to work as the consultant to Region D for these last 10 years, and the consulting team we’ve put together has that experience, as well. These team members have significant Senate Bill 1 regional planning experience, working knowledge of the Region D area, and are aligned with our commitment to provide reliable consulting to the NETRWPG. You have my commitment that our entire team is ready to carry out your vision for the 2026 Region D Plan, and my continued commitment to see this important effort through to a successful completion, on time and within budget. Our goal is to continue to exceed your expectations and deliver a useful Plan that makes sense and is one that we can all be proud of.

As your project manager, I know how important communication is. I want to be clear that we acknowledge the importance of staying within scope and communicating clear, concise information to the Region D Planning Group. You have my word that our team will conform to all TWDB rules and requirements.

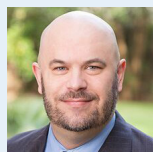
Tony's Relevant Experience to Region D

- Project Manager for 2016 and 2021 Region D Plans
- Region C/D Study Commission
- Region J surface water availability
- SB 3 Environmental Flows expertise
- WAM Modeling Expert

Tony Smith
Tony Smith, PE | Project Manager



Staff Biographies



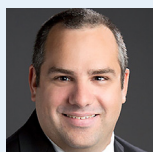
Tony Smith, PE
Project Manager
TX PE #92629
Peak Availability: 90%

- 22 years' experience.
- Managed 2016 and 2021 Region D Plans.
- Knowledge of all aspects of regional planning process.



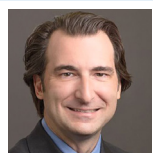
David Harkins, PE
Principal-in-Charge
TX PE #87732
Peak Availability: 50%

- 23 years' experience.
- Extensive surface and groundwater experience.
- Knowledge of Region D and the regional planning process.



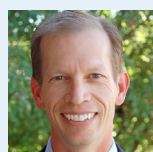
Michael Pinckney, PE
Water Mgmt. Strategy Evaluation
TX PE #107646
Peak Availability: 40%

- 15 years' experience.
- Surface water availability modeling expert.
- Vast knowledge of TWDB/Region D DB22 Database.



Jeff Stovall, PhD, PE
Groundwater Supplies
TX PE #92626
Peak Availability: 50%

- 21 years' experience.
- Groundwater modeling expert.
- Familiarity with Region D groundwater.



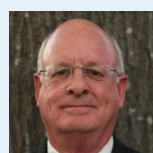
John Rehring
QA/QC
CO PE # 0031351
Peak Availability: 20%

- 32 years' experience.
- Broad knowledge of water planning.
- Expert on stakeholder engagement and conflict resolution.



Stan Hayes, PE
Population and Demand Projections
TX PE #72141
Peak Availability: 35%

- 31 years' experience.
- Region D consultant for all planning cycles.
- Expansive local knowledge.



Joe Harle
Impact Assessment
TX PE #42972
Peak Availability: 35%

- 47 years' experience.
- Local water supply development knowledge.
- Treatment design/costing.



James Beach, PG
Water Mgmt. Strategy Evaluation
TX PG #2965
Peak Availability: 15%

- 30 years' experience.
- Extensive experience with the Region D.
- Experience with TWDB GAMs and TWDB staff.

Christopher Drabek, PG
Groundwater Supplies
TX PG #4564
Peak Availability: 15%

- 22 years' experience.
- Groundwater modeling expert.
- Performed hydrogeology and aquifer studies within Region D.

The Carollo Team's Strategic Partners

The Carollo team is augmented with proven, qualified teammates – Hayes Engineering and Advanced Groundwater Solutions. Members of the Carollo team have been working on the Region D Planning process for decades. We have developed strategic relationships and alliances to provide you with the most talented engineers who specialize in the areas critical to your 2026 Plan.

HEI OFFICE LOCATION	OFFICE YEARS	NO. OF STAFF
Longview	26 yrs.	9
PROJECT CONTACT		
Stanley R. Hayes, P.E. 2126 Alpine Road Longview, Texas 75601 email: stan@hayesengineering.net Phone: (903) 758-2010, Ext. 22		
HEI PROFESSIONAL REGISTRATION		
Texas Board of Professional Engineers (F-1465)		



HEI is a corporation that has been providing professional engineering services for its municipal, commercial, and industrial clients since 1994. HEI maintains its office in Longview, Texas. HEI provides multi-discipline engineering services to industrial and commercial clients; however, the strength of the firm and the majority of experience is in the planning and design of Public Works Projects. The engineering staff has a cumulative total of over 75 years of experience in performing public works/utility studies and engineering design on subsequent projects.

AGS OFFICE LOCATION	OFFICE YEARS	NO. OF STAFF
Dripping Springs	< 1 yr.	4
PROJECT CONTACT		
James Beach, PG P.O. Box 741 Dripping Springs, TX 78620 email: James.Beach@advancedgw.com Phone: (512) 796-8636		
AGS PROFESSIONAL REGISTRATION		
Texas Board of Professional Geoscientists Firm Registration Number 50639		

AGS

Advanced Groundwater Solutions, LLC (AGS) was formed in January 2021 by James Beach, PG and John Nelson, PG and specializes in professional groundwater and hydrogeologic consulting services. AGS professionals have been trusted advisors to their clients since 1989 and have been involved in TWDB Regional Water Planning since 1999. James Beach and Chris Drabek have been on consulting teams for nine different RWPGs in Texas and have completed five rounds of water planning in several regions, including the North East Texas Regional Water Planning Group (Region D). In addition to regional water planning, AGS personnel have completed projects for water supply entities, groundwater conservation districts, municipalities, industrial and manufacturing companies, river authorities, utility districts, engineering firms, attorneys, and other entities.

Project Approach and Workload

OUR APPROACH TO MANAGING AND DELIVERING THE 2026 PLAN

Our experience shows that the Region D planning process is successful when the team addresses current and long-term workload needs with proper planning and benchmarks of schedules, all while staying within budget. The following section provides Carollo's approach to managing the planning process and successfully delivering the 2026 Region D Plan.

The keys for successful planning and project delivery include putting the right people on the project, providing them with the right tools to produce quality results, and engaging all stakeholders in the regional planning process.

Our team will be equipped with the necessary tools to get the job done right for each of the areas shown in our Regional Planning Toolbox below.

REGIONAL PLANNING TOOLBOX



The Carollo team's approach to each of these areas is described in more detail in the subsequent paragraphs.

Hands-on Project Management

Our proposed project manager, Mr. Tony L. Smith, has dedicated his entire career to water resources planning and analysis. Tony has a thorough understanding of all steps involved in the regional planning process for the North East Texas Region, and a particular awareness of the critical issues faced by the Region and the NETRWPG. His hands-on project management style will ensure he stays involved in the technical details from start to finish. His previous experience and excellent relationships within the water resources planning community (including TWDB staff) promotes effective communication within this project team on task assignments and execution and externally with stakeholders.

Objective-oriented Focus for Region D

The Carollo team has extensive experience in leading, managing, and conducting the analyses necessary to produce a technically accurate Regional Plan that is both informative and useful to local and state water interests. Our objective for the development of a successful Regional Plan will be to perform rigorous, scientifically defensible analyses under the direction of the NETRWPG that will produce a Plan in accordance with 31 TAC Chapters 355, 357, and 358. Primary elements of the planning process to be performed to meet these objectives are the following:

- An updated description of the Regional Water Planning Area will be performed, identifying key quantitative summaries of the region, current water use, identified water quality concerns, groundwater and surface water sources, major demand centers, agricultural and natural resources, social and economic aspects of the Region with information on

current population and primary economic activities, assessment of current preparations for drought, summary of existing regional water plans, recommendations in the state water plan and any local water plans, any identified threats to the agricultural and natural resources of the North East Texas Region due to water quantity or quality problems related to water supply, and information compiled by the TWDB from water loss audits performed by retail public utilities in accordance with Chapter 31 of the Texas Administrative Code (TAC).

- Upon development of the latest projections from the 2020 census, the Carollo team will review and recalculate (where needed) projected population and water demands and present the results to the NETRWPG. Results will be reported for all applicable utilities for municipal use, those entities being served by a common wholesale water provider, and categories of water use (municipal, manufacturing, irrigation, steam-electric power generation, mining, and livestock watering) for each county in the Region. The Carollo team is aware that there are groups under these thresholds, and will work to develop accurate representations of these groups within the context of 'County-Other' water user groups (WUG) in accordance with TWDB requirements.
 - The Carollo team will continue to evaluate the adequacy of existing water supplies that are legally and physically available to the water users and providers of Region D for use during drought-of-record conditions. The evaluation will consider surface water and groundwater data from the state water plan, existing water rights, contracts and option agreements, other studies, and our previous analyses of water supplies existing in and available to the 19 counties comprising Region D. Surface water availability will be determined in accordance with TWDB requirements, using the latest official Water Availability Models (WAM) from the Texas Commission on Environmental Quality (TCEQ), with any modifications documented and submitted to the NETRWPG and TWDB for approval. Water supplies based on contracts will be based on the terms of the contract, which may be assumed to renew at the contract termination date if the contract contemplates renewal or extensions. Results of availability calculations will be reported by source, water user group, and county/basin breakdowns.
 - For the sixth round of regional water planning for Region D, we anticipate the determination of groundwater supplies will continue to evolve. As the regional water planning group may determine the supply of groundwater for regional water planning purposes (due to a lack of a GCD within the Region), the Carollo team's analysis of groundwater will require a collaborative modeling and evaluation effort focusing on Modeled Available Groundwater (MAG) based on Desired Future Conditions, in a manner consistent with current TWDB requirements.
- The northwestern counties of Region D lie in Groundwater Management Area (GMA) 8, and the southeastern counties that rely on the Carrizo-Wilcox Aquifer are in GMA 11. It will be important to employ accurate, defensible analyses to determine amounts actually available at a local level. For example, some aquifers may not be available in certain parts of counties without significant investment in pipelines, which would need to be considered in the strategy selection and costing process. Thus, understanding the nature of the aquifers and the allocation of available supplies will be critical in identifying supply availability, as well as developing potential strategies for water user groups in Region D.
- The Carollo team will also reevaluate and refine (where needed) water management strategies for water users and providers with identified needs, refining strategies and approaches developed during the 2021 planning process. This effort could incorporate factors for infrastructure debt payments, present costs, discounted present value costs provided by the TWDB, environmental factors, impacts on agricultural resources, and impacts on other

water resources of the state. Strategies will be selected so that cost-effective water management strategies are adopted that are consistent with the long-term protection of the state's water resources, agricultural resources, and natural resources. The 2026 Plan will also include conservation practices for each user group to which Texas Water Code §11.1271 may apply. If the Plan does not adopt a water conservation strategy that exceeds minimum levels, the reason will be documented. The Plan will further include model Conservation Plan(s) and Drought Contingency Plan(s), in accordance with TWDB requirements.

- The Carollo team will develop chapters in the 2026 Plan for the following:
 - » Describing major impacts of recommended water management strategies on key parameters of water quality, and comparing conditions with strategies engaged to current conditions using best available data;
 - » Describing how the Plan is consistent with the long-term protection of the state's water resources, agricultural resources, and natural resources as required in TAC §357;
 - » Describing the financing needed to implement the recommended water management strategies, including how local governments, regional authorities, and other political subdivisions in Region D propose to pay for strategies identified in the Plan;
 - » Compiling and summarizing existing water conservation and drought contingency plans, with a focus on drought management. This will include consolidating water conservation and drought management recommendations.
- The Carollo team will also assist the NETRWPG with coordination with the TWDB and the development, management, and preparation of applicants for financial assistance; the design and implementation of public involvement activities, including conducting public meetings and responding to public comments; and developing educational materials and presentations on regional water planning issues for both technical and non-technical audiences in the Region.
- The Carollo team will manage all submittals of the NETRWPG to the TWDB to meet all state requirements in both digital and hardcopy formats.

Efficient and Effective Communication

Our previous interaction with the more than 250 water user groups in the region has afforded us the experience to know how best to manage communication lines for the 2026 planning process, and our team will use this experience to provide more efficiency in communication both with stakeholders and members of the NETRWPG. We know what the NETRWPG must focus upon to develop a 2026 Region D Plan that meets local, regional, and state goals. Our team knows from experience the areas that require the most communication, and the need to provide sufficient information to allow the NETRWPG to make informed, defensible decisions.

CURRENT WORKLOAD AND ABILITY TO PROCEED PROMPTLY

Successfully developing a Plan that meets the NETRWPG's goals, meets statutory and regulatory requirements, and is both scientifically and technically defensible is a top priority for us. With our combined experience in planning for Region D, our team can accurately estimate and prepare for key milestones to comply with the scope of work (see individual availabilities on the following pages). Team members are available to begin work immediately upon Notice to Proceed.

Additional Information

ACKNOWLEDGMENTS

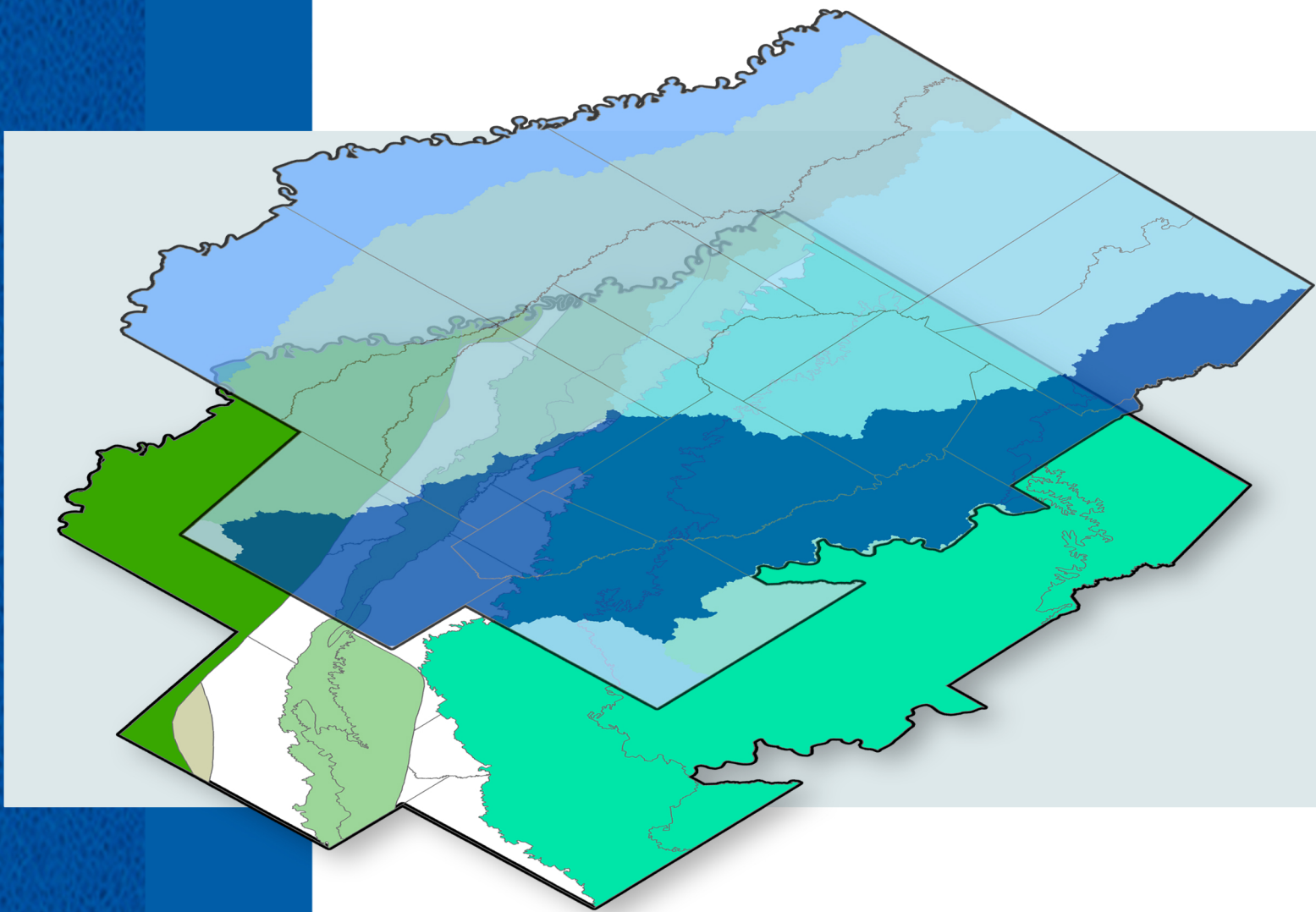
- If requested, the Carollo team will prepare and make a presentation to the NETRWPG;
- If selected, key individuals of the proposed team will not be changed without the written notification to the NETRWPG and the Administrative Agency for NETRWPG;
- If selected, the Carollo team will conform to TWDB rules and requirements for grant funding and invoicing; and
- The Carollo team acknowledges that all information, documentation, and other material submitted in response to this RFQ are considered non-confidential and non-proprietary and are subject to public disclosure under the Texas Public Information Act after the solicitation has been completed and the contract executed with the selected firm.

CONFLICT OF INTEREST

Carollo and AGS do not have any current contractual relationships with NETRWPG voting members or employers of a NETRWPG voting member as of March 1, 2021. HEI has contractual relationships with Rolin McPhee, PE, at the City of Longview, and Harlton Taylor (Jim Davis) at Bi-County WSC.

ADDITIONAL REPRESENTATIVE PROJECT EXPERIENCE

Firm	Project	Client	Contact
Carollo	Texas River Basins Water Availability Modeling: Red, Sulphur, Sabine, Neches, and Trinity Basins	Texas Commission on Environmental Quality	Kathy Alexander 512-239-0778
HEI	Master Drainage Plan Update & FIS	City of Longview	Rolin McPhee 903-237-1336
HEI	WTP #1 Expansion (2.0 mgd)	Cypress Springs Special Utility District	Kevin Spence 903-588-2081
HEI	Water System Master Plan	City of Marshall	Mark Rohr 903-935-4418
AGS staff	Groundwater Availability and Quality Assessments	NETRWPG Administrative Agency	Walt Sears, Jr. 903-639-7538



Proposed Consultant Team for the 2026 Regional Water Plan for Region D

PLACEMAT

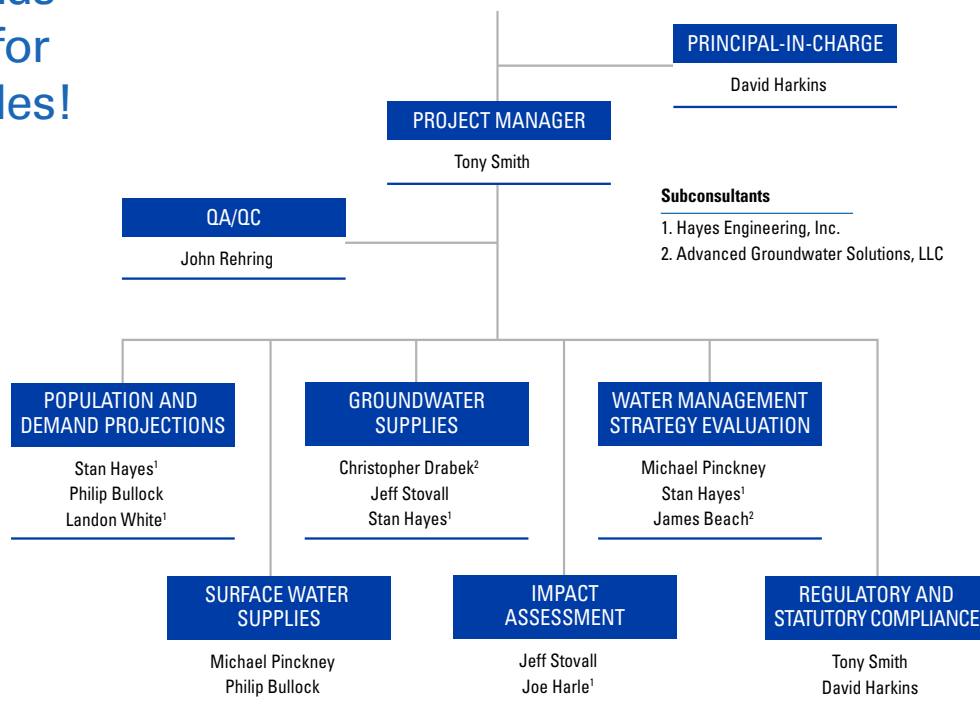
The team Region D has **known and trusted** for multiple planning cycles!



Tony Smith, P.E.
Project Manager

- **Experience on 2016 & 2021 Region D Plans.**
- Detailed knowledge of Texas statutory and regulatory planning requirements.

NETRWPG



Task Leadership with Proven Expertise...



Dr. David Harkins, P.E.
Principal-in-Charge

- **Experience on 2016 & 2021 Region D Plans.**
- Texas Water Resources Lead for Carollo.



James Beach, P.G.
Water Management Strategy Evaluation

- **Experience on all Region D Plans.**
- Groundwater hydrology and water planning expert.



Stan Hayes, P.E.
Water Management Strategy Evaluation

- **Experience on all Region D Plans.**
- Designed and managed over \$200 million worth of East Texas projects.

We are committed to working collaboratively with the NETRWPG to develop a **high quality 2026 Region D Plan** with solutions that meet your long-term objectives:

- ✓ Plan in accordance with 31 TAC Chapters 355, 357, and 358.
- ✓ Extensive knowledge of available water supplies.
- ✓ Cost-effective water management strategies.

3 Reasons to Select Carollo...

ONE



Under the direction of the NETRWPG, our team will perform rigorous, scientifically defensible analyses to produce a Regional Plan in accordance with 31 TAC Chapters 355, 357, and 358, just like we did for your 2016 and 2021 plans.

TWO



Tony Smith



Stan Hayes

Strong relationships and a proven track record of developing approved plans for Region D.

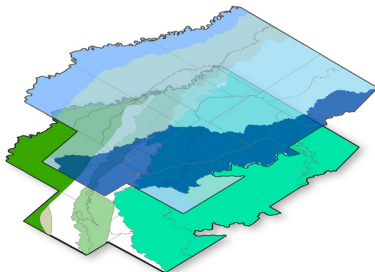
THREE



Our comprehensive project team has depth and breadth to implement a project approach that will meet all required deadlines.

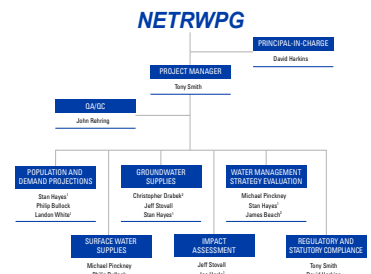
BENEFITS OF CAROLLO TEAM

A team with detailed technical knowledge of regional demands, strategies, and your water supplies.



A team that brings a proven track record delivering successful projects for the region.

A team with efficient and effective communication to ensure a quality plan.



Statement of Qualifications

2026 Regional Water Plan Preparation for Region D

North East Texas Regional Water Planning Group



February
2021



February 26, 2021

Jim Thompson-North East Texas Regional Water Planning Group
c/o Riverbend Water Resources District (RWRD)
228 Texas Avenue, Suite A
New Boston, TX 75570

Re: Request for Statement of Qualifications to Prepare Regional Water Plan for Region D & to Provide Services for the NETRWPG as Defined By 31 TAC Chapters 355, 357 & 358

Dear Mr. Thompson:

The HDR Engineering, Inc (HDR) Team is committed to supporting the North East Texas Regional Water Planning Group (NETRWPG) in the preparation of the 2026 Region D Regional Water Plan. Our team offers the following differentiators:

No learning curve. HDR is a demonstrated leader in the Texas regional water planning process. We have led Texas Water Development Board (TWDB) sponsored planning since before the inception of Senate Bill 1 (SB1) in 1997. We led the development of 18 regional water plans for four RWPGs. We also were the prime consultant for the development of TWDB's Uniform Costing Model, used by all planning groups for the 2016 and 2021 Regional Water Plans. The TWDB recently selected us to develop a tool to assess cumulative impacts of strategies recommended in the regional water plans. We have developed and/or applied TCEQ water availability models (WAMs) in most river basins in Texas. We understand the planning process and commit to collaborating with NETRWPG to deliver a plan on budget and schedule, consistent with TWDB guidelines.

A unique understanding of Region D and Texas water issues. Susan Roth is our subconsultant and Assistant Project Manager. Based on her history serving as East Texas Regional Champion for TWDB's Statewide Flood Assessment and assisting the Riverbend Water Resources District (RWRD) with their regional water master plan, Susan Roth will contribute valuable knowledge of Region D area challenges and goals. Her efforts resulted in TWDB's acceptance of alternative population/water demand projections for many entities in the 2021 Region D Water Plan. HDR's statewide experience provides unique insight into regional and statewide water supply challenges which will draw upon our firm's collective expertise to boost confidence in the plan and facilitate coordination with adjacent planning regions, specifically Regions I and C. Our expertise has fostered state and regional stakeholder collaboration and heightened awareness and support of projects that provide widespread regional water supply benefits.

Strong, diversified technical expertise. HDR is a recognized expert in innovative water supply strategies that boost resiliency and address future water supply challenges. HDR recently led the successful statewide assessment of Aquifer Storage and Recovery (ASR) for the TWDB. Our expertise spans all aspects of water supply development, including surface water and groundwater supply planning, interregional challenges and conflict resolution, preparation of applications for financial assistance, regulatory and permitting support, environmental evaluations, public involvement and educational outreach, water quality, and supply diversification. We delivered quality, technically sound results for recent water supply studies for large entities like Lubbock, Abilene, Midland, Amarillo, and the Guadalupe-Blanco River Authority, and smaller communities, Kilgore, Beeville, Boerne, Fredericksburg, Kerrville, and Stephenville. Susan Roth brings lessons learned and best practices gained working with small utilities on a regional basis, such as for the member cities of the RWRD, FHLM WSC, and Brazoria County, including successfully preparing applications for financial assistance.

Our team provides the right expertise to support the needs of the NETRWPG and Region D stakeholders. We look forward to working as your partner during the 2026 TWDB planning cycle.

Sincerely,

HDR Engineering, Inc.

David Dunn, PE
Project Manager

hdrinc.com

Cory Shockley, PE
Project Principal



Statement of Qualifications

1. Similar Project Experience

HDR Engineering, Inc. (HDR)

(1) TWDB Regional Water Planning for 5 Planning Cycles (2001, 2006, 2011, 2016, and 2021): Regions L, O, N & G

HDR has led the preparation of 18 regional water plans since the inception of TWDB's water planning directive in 1997, including Region G (Brazos), Region N (Coastal Bend), Region L (South Central Texas), and Region O (Llano-Estacado). Our services included developing and reviewing population and water demand projections for hundreds of water utilities, analyzing the availability of current and future surface water and groundwater supplies, evaluating water supply options to meet future needs, and compiling the resulting information into regional water plans. Data sources utilized in these efforts included TCEQ Drinking Water Watch utility profiles database, TWDB groundwater inventory and water use databases, EPA ECHO database, and the TCEQ water rights database. Our firm also conducted additional surveys and outreach to the Water User Groups (WUGs) to accurately capture the population growth and water demands for specific areas, a genuine, bottom-up approach.

We participated in numerous public meetings where the RWPGs and the general public publicly vetted the results of our regional planning efforts in a positive manner. These meetings brought together diverse groups of stakeholders, where we facilitated consensus-building and identified conflicts early for resolution. Our firm has coordinated with other RWPGs to incorporate specific water management strategies/projects in the applicable regional water plans to maximize the potential for state funding. TWDB staff recognize **HDR's quantitative assessments of potential environmental impacts of regional water plan implementation as the most comprehensive out of the 16 regional water plans. For this reason, TWDB recently selected HDR to lead a tool to assess the cumulative impacts of water management strategies recommended in the regional water plans.** This tool will be available for the RWPGs to use during the 2026 planning process.

Susan Roth Consulting assisted HDR with the 2021 Region G Plan and was critical to the success of our review and necessary revisions of population and water demand projections and leading successful coordination with regional stakeholders.

Project Team Members: all proposed HDR team members contributed

Time Schedule: 1998-ongoing

Reference: Matt Nelson, TWDB 512.946.3550, matt.nelson@twdb.texas.gov

(2) TWDB Uniform Costing Model

The screenshot displays a complex spreadsheet titled "Pipe Sizing and Profile Planning Spreadsheet". It includes sections for "Pipe Sizing and Profile Planning", "Advanced Pipeline Hydraulic Calculations", and "Pipeline Profile Data". The "Advanced Pipeline Hydraulic Calculations" section contains multiple tables with columns for "Pipe Size", "Flow Rate", "Head Loss", "Pipe Material", and "Pipe Cost". The "Pipeline Profile Data" section includes a table with columns for "Station", "Elevation", "Pipe Size", and "Pipe Material".

HDR served as the prime consultant in developing the costing tool that all TWDB RWPGs used to estimate costs of water management strategies for the development of the 2016 and 2021 Regional Water Plans. This Uniform Costing Model will also be used for the 2026 Regional Water Plans.

Project Team Members: David Dunn, Peter Newell, Cory Shockley, Kristi Shaw, Zach Stein

Time Schedule: 2013, updated in 2018

Reference: Matt Nelson, TWDB 512.946.3550, matt.nelson@twdb.texas.gov

(3) Riverbend Water Supply Support

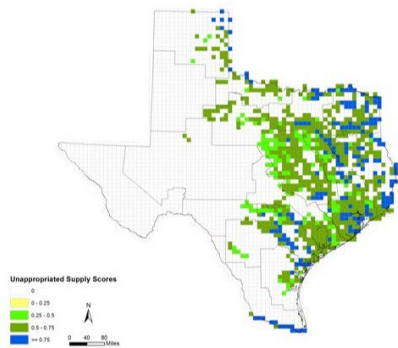
HDR coordinated with the NETRWPG and its technical consultant to verify that Wright Patman Lake supplies were included accurately in the 2021 Region D Water Plan on behalf of the RWRD. HDR also reviewed technical work performed by other consultants related to a recent reservoir sedimentation survey and water rights modeling and assisted RWRD in preparing an application to TCEQ for additional water rights in Wright Patman Lake.

Project Team Members: David Dunn

Time Schedule: 2018-ongoing

Reference: Fred Milton, RWRD Board 903.831.0091, fmi1og1@gmail.com

(4) TWDB Statewide ASR Screening Tool



HDR served as the prime consultant for the TWDB's statewide assessment of the 31 major and minor aquifers' suitability across Texas for ASR and aquifer recharge in response

to House Bill 721. Our team collaborated across multiple TWDB departments (Environmental Flows, Coastal, Groundwater, Innovative Water, and Reuse) to deliver defensible science-based results in a straightforward approach to support legislative decisions regarding ASR and regional water planning efforts.

Key tasks included: performing a comprehensive literature review; developing three screening tools to evaluate hydrogeological parameters, excess water, and water supply needs throughout Texas; compiling the results of these tools into a final suitability rating tool; and creating a public data display of results for planning group use. As part of this effort, our team evaluated unappropriated flow after accounting for environmental flow standards and potential reuse opportunities across Texas. Our team evaluated reuse opportunities by obtaining historical effluent discharge volumes from 2015-2019, intersecting EPA ECHO discharge data with TCEQ NPDES discharge points throughout Texas, and developing an approach to project future discharge volumes based on growth rates adopted by TWDB.

The final work product included an online GIS StoryMap and an interactive WebMap presenting the overall statewide suitability rankings and the discrete data that comprise the rankings. The project can be viewed at <https://www.twdb.texas.gov/innovativewater/asr/projects/Statewide/index.asp>.

Project Team Members: Kristi Shaw, David Dunn, Peter Newell, Cory Shockley, Paula Jo Lemonds, Zach Stein, Jenna Rao

Time Schedule: 2019-2020

Reference: Andrea Croskrey, TWDB
512.463.2865, andrea.croskrey@twdb.texas.gov

(5) City of Lubbock Strategic Water Supply Plan



HDR assisted the City of Lubbock in developing the City's 2013 and 2018 Strategic Water Supply Plans. We provided City staff with population, water demand, wastewater flow

projections and assisted the City in identifying, evaluating and prioritizing various long-range water supply alternatives. The 2018 Strategic Water Supply Plan identifies numerous water management strategies (reclaimed water, groundwater, and surface water) included in the 2021 Region O Water Plan. The financial impact on customer water rates of various combinations of alternatives also was assessed.

Project Team Members: David Dunn, Peter Newell, Cory Shockley, Paula Jo Lemonds, Zach Stein, Grady Reed

Time Schedule: 2011-2013; 2016-2018

Reference: Aubrey Spear, PE, City of Lubbock
860.775.2585, ASpear@mail.ci.lubbock.tx.us

Susan Roth Consulting, LLC

(1) TWDB 2021 Region G Water Plan

As a member of the HDR team, Susan was responsible for the review and revision of population and water demand projections, assessing drought contingency plans, and identifying emergency supply alternatives for small, sole-source municipal utilities. She also conducted outreach activities with regional stakeholders, including county judges, groundwater conservation districts, water utility groups, and industrial and mining entities.

Project Team Members: Susan Roth

Time Schedule: 2016-2021

Reference: Matt Nelson, TWDB
512.946.3550, matt.nelson@twdb.texas.gov

(2) TWDB State Flood Assessment Study

Susan served as the Regional Champion for East Texas and participated in three statewide regional stakeholder workshops in Central Texas, East Texas, and the Coastal Bend for the Texas Flood Assessment Study.

Responsibilities included conducting outreach activities to key stakeholders, cities, and county judges primarily located within the 19 counties in Region D; collecting and assessing water resource information in the region, including flood risk information; and identifying existing

federal and state financing programs for flood mitigation funding.

Project Team Members: Susan Roth

Time Schedule: Concluded 2019

Reference: Mindy Conyers, Ph.D., TWDB

512.463.5102, Mindy.Conyers@twdb.texas.gov

(3) Riverbend Water Resources District Regional Water Master Plan, TWDB Funding & 2021 Region D Population/Water Demands

As Prime Engineer, Susan led a consultant team that developed a regional water infrastructure plan to serve existing and future growth for 15 member cities and a regional industrial park through 2070. She developed the project scope, managed key stakeholders, collected data and prepared population/water demands through 2070, conducted the water supply assessment of the study area, developed regional water infrastructure alternatives, and led consensus-building meetings with the stakeholders to determine the final regional project, and assisted RWRD with obtaining NETRWPG and TWDB staff approval of population/water demand projections for the 2021 Region D Water Plan. She successfully secured \$200M TWDB funding (including a \$300K grant) for the regional project resulting from the study.

Project Team Members: Susan Roth

Time Schedule: 2016-ongoing

Reference (Water Master Plan & Region D):

Fred Milton, RWRD Board

903.831.0091, fmillog1@gmail.com

Reference (TWDB Funding): Kyle Dooley, PE, RWRD CEO, 903.831.0091, kyledooley@rwrdr.org

(4) FHLM WSC Regional Water Facility Study

As Prime Engineer, Susan developed a regional water infrastructure plan to serve existing demand and future growth in Falls, Hill, Limestone, and McLennan Counties; developed the project scope and secured TWDB grant funding; recruited 27 participating WSCs/water entities; managed key stakeholders; collected and prepared population and water demands through 2060; developed regional water infrastructure alternatives and led consensus-building meetings to determine the final regional project for TWDB funding.

Project Team Members: Susan Roth

Time Schedule: Concluded 2015

Reference: Charles Beseda, FHLM Regional WSC, 254.749.7718, waterman.cb@gmail.com

(5) Brazoria County Regional Water Facility Study

As a member of the CDM Smith team, Susan served as a Project Engineer and Stakeholder Manager. Responsible for developing the project scope and securing TWDB grant funding for the study, recruiting 18 participating entities (cities & key industry), managing the project stakeholders, collecting data, and developing population and water demand projections for the study area through 2060. Also successfully secured \$28.3M TWDB SWIFT funding for the regional project resulting from the study.

Project Team Members: Susan Roth

Time Schedule: Concluded 2013

Reference: Ronnie Woodruff, Brazosport Water Authority, 979.297.2715, rwoodruff@bwawater.org

2. Firm Resources and Capabilities

Prime Consultant:

**HDR Engineering, Inc.
(HDR)-Corporation**

Headquarters:

1917 S. 67th Street,
Omaha, NE 68106-2973

Local Office:

4401 West Gate Blvd, Suite
400, Austin, TX 78745
512-912-5100

David Dunn, PE

david.dunn@hdrinc.com

Subconsultant:

**Susan Roth Consulting,
LLC**

4111 Tablerock Drive

Austin, TX 78731

512-796-6692

Susan Roth, PE

susan@srothconsulting.com

We are ready to serve you.

103 years in business

HDR has
more than

220 water resources
professionals in the US

Our Texas
Practice Opened in **1964**

Today, we have over

60

water resources
professionals in TX

including
national
expertise

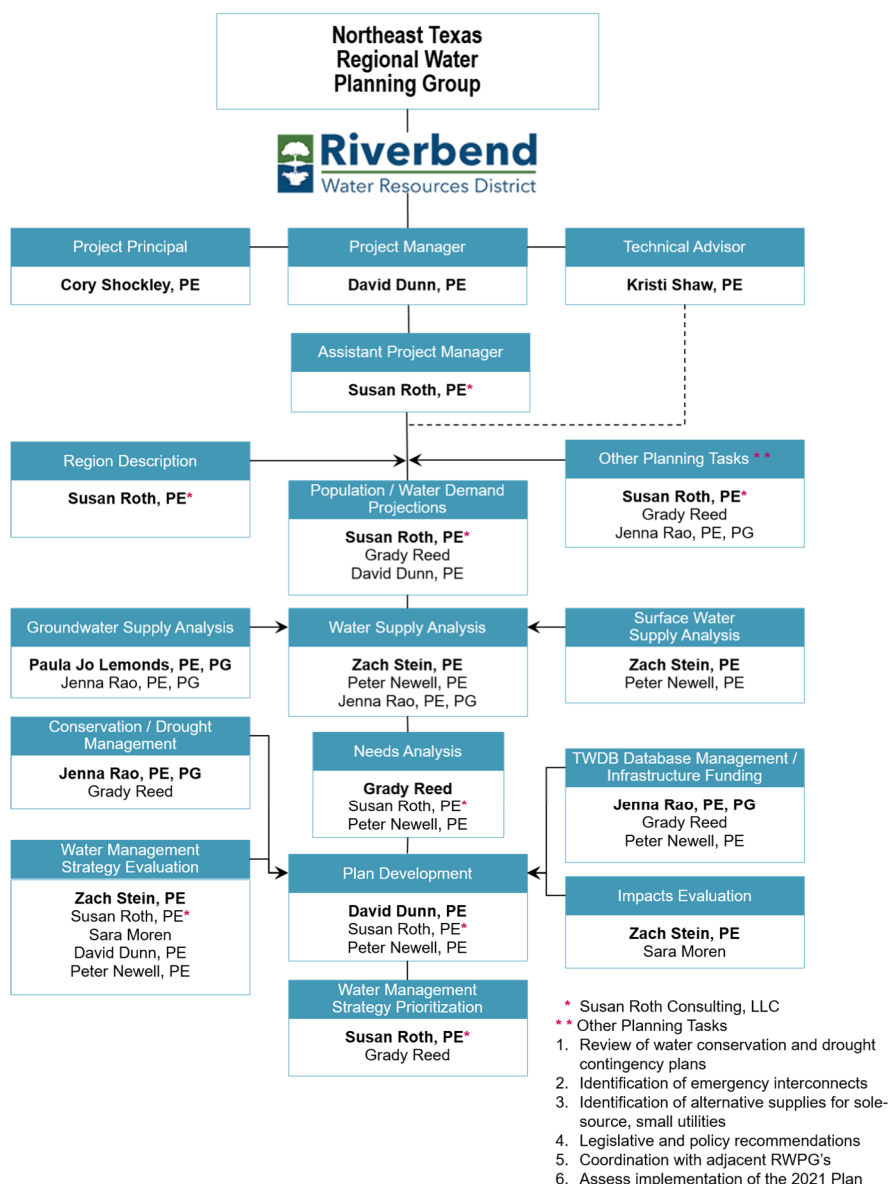


this project
will be
managed in
Central Texas
(Austin) Est.
1977

Our expertise and qualifications will provide you with valuable technical support in developing and delivering a high-quality 2026 Region D Regional Water Plan that reflects the region's desires and serves as a road map for planning future water supply projects. Several team members have been involved in water planning in Texas since before the passage of SB1 (such as the Trans-Texas Water Program), and the majority of the team has participated in the preparation of numerous Texas regional water plans.

HDR has partnered with clients to shape communities and push the boundaries of what's possible since 1917. With nearly 10,000 employees in more than 225 locations worldwide, we think global and act local. HDR has had a presence in Texas for over 50 years. Our Dallas office opened in 1964, followed by an Austin office in 1977. Today, HDR employs more than 800 staff in 17 Texas offices (including Austin, Dallas, Fort Worth, San Antonio, Houston, and Corpus Christi).

HDR's services include planning, permitting, design, construction, and management of virtually every type of infrastructure project. Consistently ranked among the nation's Top 10 Water Design firms, we combine the latest technical innovations with practical solutions. Our water consulting services range from source water development, system master planning and regulatory compliance services, to infrastructure design, management, and sustainable operation. **HDR Engineering, Inc. is registered with the Texas Board of Professional Engineers (No. F-754) & Board of Professional Geoscientists (Firm No. 50226).** Founded in 2007, **Susan Roth Consulting, LLC** is owned and operated by sole employee, Susan K. Roth, PE, PMP and headquartered in Austin, Texas. Susan Roth Consulting is committed to meeting clients' needs (including numerous Texas municipalities and river authorities) and providing high-quality engineering and planning services in a cost-effective manner. Prior to starting her own consulting business, Susan was a Senior Water Planning Engineer for the Lower Colorado River Authority. The firm specializes in developing regional water and wastewater infrastructure plans, as well as identifying attractive financing for infrastructure funding and preparing grant applications.



Through experience, Susan Roth is exceptionally positioned to understand the engineering complexities of a project and the public relations aspects of communicating with surrounding communities. **Susan Roth Consulting, LLC is registered with the Texas Board of Professional Engineers (No. F-10095).**






Project Management

Cory Shockley, PE, is our Project Principal and will partner with our Project Manager, **David Dunn, PE**, to provide the resources needed to deliver a successful project. David Dunn is responsible for the successful initiation, planning, execution, monitoring, control and delivery of the 2026 Region D Water Plan, including:

- Defining and communicating project objectives that are clear, useful and attainable;
- Clear direction to staff on project objectives; and
- Managing the constraints of the project, including cost, time, scope and quality.

Resumes of Key Staff

David Dunn, PE Project Manager		
	Value to NETRWPG: <ul style="list-style-type: none">• Intimate knowledge of the TWDB regional water planning process and its unique requirements• Expert in developing and applying TCEQ water availability models• Vast experience developing population and water demand projections for individual utilities and regional groups• Knowledgeable of TWDB contracting and deliverable requirements• Proven track record of successful TWDB and other planning projects	
	Relevant Experience: <p>TWDB Region G Water Plans (2001, 2006, 2011, 2016 & 2021). Project Manager</p> <p>Riverbend Water Supply Support. Project Manager</p> <p>City of Lubbock Strategic Water Supply Plan (2013 & 2018). Project Manager</p> <p>TWDB Region O and Region L Water Plans (2001 - 2021). Project Engineer</p> <p>TCEQ Brazos and San Jacinto-Brazos, Guadalupe-San Antonio, and Nueces Basin Water Availability Models. Project Manager/Asst. Project Manager</p>	
MS, Civil Engineering, Texas A&M University		
BS, Civil Engineering, University of Nevada		
Professional Engineer, Texas, No. 82630		
Susan Roth, PE Subconsultant		
	Value to NETRWPG: <ul style="list-style-type: none">• Knowledgeable of water issues in Region D based on previous experience as East Texas Champion for TWDB State Flood Assessment and RWRD’s consultant• Successful track record of conducting regional water planning projects (Region G, Riverbend, and numerous counties throughout Texas)• Strong relationships with TWDB leadership/staff and long history working on TWDB funded projects• Excellent communication skills and consensus-building ability	
	Relevant Experience: <p>TWDB 2021 Region G Water Plan. Subconsultant to HDR/Task Lead</p> <p>TWDB State Flood Assessment Study. East TX Champion/Stakeholder Involvement</p> <p>Riverbend Water Resources District, Regional Water Master Plan, TWDB Funding & 2021 Region D Population/Water Demand Projections. Prime Engineer</p> <p>TWDB Regional Water/Wastewater Facility Studies for the following counties in Texas: Brazoria, Burnet, Calhoun, Falls, Hills, Limestone, Llano, Matagorda, McLellan, Orange, NW Travis, SE Wise. Prime Engineer and Subconsultant</p>	
MS, Civil Engineering, University of Texas		
BS, Civil Engineering, Texas A&M University		
Professional Engineer, Texas, No. 92276		
Name/Role	Education/License(s)	Relevant Experience
Cory Shockley, PE Project Principal	BS, Hydrology and Water Resources Engineering, Tarleton State University	TCEQ, Water Availability Model Update, Neches River Basin. Project Principal
	Professional Engineer, Texas, No. 94761	Palo Pinto County Municipal Water District No. 1, Lake Palo Pinto Storage Restoration and Turkey Peak Dam. Project Manager
		TWDB Regional Water Plans (L, O, N & G) (2001, 2006, 2011, 2016 & 2021). Task Lead & Sr. Water Resources Engineer

<p>Kristi Shaw, PE Technical Advisor</p> 	<p>MS, Civil Engineering, University of Texas</p> <p>BS, Environmental Sciences/Studies, Texas A&M University</p> <p>Professional Engineer, Texas, No. 93962</p>	<p>TWDB Region N Water Plans (2006, 2011, 2016 & 2021). Project Manager</p> <p>TWDB Region G Water Plans (2006, 2011, 2016 & 2021). Task Lead</p> <p>Corpus Christi ASR District, Aquifer Characterization for ASR Feasibility. Project Manager</p> <p>Kilgore Water Supply Evaluation. Task Lead</p>
<p>Paula Jo Lemonds, PE, PG Task Lead/Project Engineer</p> 	<p>MS, Geological Eng., Colorado School of Mines</p> <p>BS, Geology, Texas A&M University,</p> <p>Professional Engineer, Texas, No. 99449</p> <p>Professional Geologist, Texas, No. 10173</p>	<p>TWDB, Nueces River & Corpus Christi & Baffin Bays Basin and Bay Area Stakeholder Committee Study No. 3, Nueces Watershed Pre/Post-Development Nutrient Budgets. Project Manager</p> <p>TWDB 2021 Region O Water Plan. Project Manager</p> <p>TWDB 2011 Region L Water Plan. Task Lead</p>
<p>Zachary “Zach” Stein, PE Task Lead/Project Engineer</p> 	<p>ME, Civil Engineering, Texas A&M University</p> <p>BS, Civil Engineering, Texas A&M University</p> <p>Professional Engineer, Texas, No. 106331</p>	<p>TWDB Regional Water Plans (L, O, N & G) (2011, 2016 & 2021). Task Lead</p> <p>TWDB Uniform Costing Model for Regional Water Planning. Project Engineer</p> <p>City of Kerrville, 2018 Kerrville Long-Range Water Supply Plan. Project Manager</p> <p>TCEQ, Water Availability Model Update, Neches River Basin. Project Manager</p>
<p>Jenna Rao, PE, PG Task Lead/Project Engineer</p> 	<p>MS, Geosciences, University of Texas</p> <p>BS, Civil Engineering Texas A&M University</p> <p>Professional Engineer, Texas, No. 132248, Professional Geoscientist, Texas, No. 12014</p>	<p>TWDB 2021 Region G Water Plan. Asst. Project Manager</p> <p>TWDB 2021 Region O Water Plan. Water Resources Engineer</p> <p>TWDB 2021 Region N Water Plan. Water Resources Engineer</p>
<p>Peter Newell, PE Project Engineer</p> 	<p>MS, Civil & Env. Eng., Arizona State University</p> <p>BS, Environmental Sciences/Studies, Wheaton College of Illinois</p> <p>Professional Engineer, Texas, No. 108054</p>	<p>Program Management for GBRA Carrizo Groundwater Supply Project. Project Manager</p> <p>TWDB Uniform Costing Model for Regional Water Planning. Project Engineer</p> <p>TWDB Region G Water Plans (2011, 2016 & 2021). Project Engineer</p> <p>City of Lubbock, 2013 and 2018 Strategic Water Supply Plans. Project Engineer</p>

<p>Sara Moren Environmental Scientist</p> 	<p>MS, Wildlife Ecology, Texas State University</p> <p>BS, Aquatic Biology, University of California, Santa Barbara</p>	<p>TWDB 2021 Regional Water Plans – Environmental Review – Regions O, N & G. Environmental Scientist</p> <p>GBRA – Carrizo Groundwater Supply Project – Environmental Determination. Caldwell and Guadalupe Counties. Environmental Scientist</p> <p>City of Austin, Texas- Ullrich Water Treatment Plant – Categorical Exclusion. Environmental Scientist</p>
<p>Grady Reed Water Planner</p> 	<p>MAG, Environmental & Natural Resources Management, Texas State University</p> <p>BS, Hydrology/Water Resources, Tarleton State University</p>	<p>TWDB Region G Water Plans (2001, 2006, 2011, 2016 & 2021). Water Planner</p> <p>Coastal Bend Regional Water Plans (2001, 2006, 2011, 2016 & 2021). Water Planner</p> <p>Llano Estacado Regional Water Plans (2001, 2006, 2011 & 2021). Water Planner</p>

3. Subconsultant Information

(Included in Sections 1 & 2 as requested)

4. Firm's Approach

Key Region D Tasks:

- ✓ *Survey all WUGs and water providers regarding 2020-Census based population and water demand projections.*
- ✓ *Early proactive engagement of Region C.*
 - *Better agreement between the two plans.*
 - *Eliminate potential double-counting of water shared with Region C.*
- ✓ *Clearly delineate plans for individual WUGs with capital and annual costs shown prominently.*
- ✓ *Provide regular updates to RWPG members on current activities and upcoming decision points so that all decisions are made in context with the overall planning process.*

The HDR Team will provide the technical support and expertise to the NETRWPG needed to prepare a regional water plan consistent with TWDB rules, specifically Title 31 Chapters 355, 357 and 358 of the Texas Administrative Code (TAC). Preparation of the regional water plan starts with the development of an appropriate scope of work, according to Title 31 TAC 357.6(3) and 31 TAC 357.7.

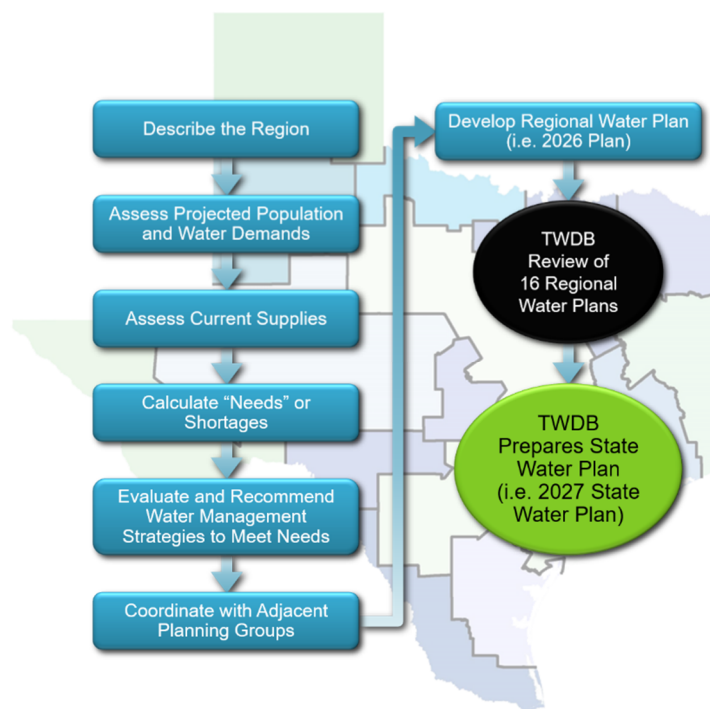
In addition to the technical role described below, the HDR Team will assist the NETRWPG's new plan administrator, RWRD, in the preparation of TWDB applications for financial assistance for the regional plan and the implementation of public involvement activities, including conducting public meetings, reviewing and responding to public comments, and developing educational materials related to regional water planning issues for presentation to both technical and non-technical audiences in Region D. **As part of the public involvement activities, the HDR Team will provide additional stakeholder outreach to identify the needs of NETRWPG stakeholders and facilitate consensus-building activities among stakeholders with diverse interests more effectively.**

Advantage to Region D: The HDR Team has an unrivaled and successful track record of preparing 18 TWDB Regional Water Plans over the past 20 years – all with minimal review comments from TWDB staff.

The HDR Team is extremely knowledgeable with the rules for state and regional water planning and regional water planning grant assistance adopted by the TWDB (31 TAC Chapter 355, Subchapter C, Regional Water Planning Grant Rules; and 31 TAC Chapter 358, State Water Planning Guideline Rules). **Through the HDR Team's extensive involvement in TWDB's regional water planning process, the HDR Team has assisted 4 of the**

16 RWPGs over the past 20 years to successfully complete their plans.

The schedule for completion and delivery of work products will reflect the TWDB publication dates for meeting the deadlines and requirements for developing the regional water plan.



Regional Water Planning Process

Municipal Water Demands

The regional water planning process will begin with assessment of the projected population for each municipal Water User Group (WUG) service area (provided by TWDB) and the associated water demands based on projections developed by TWDB and the HDR Team.

Particular emphasis will be given to reviewing population projections for municipal WUGs since TWDB will utilize data from the recently completed 2020 Census as its basis. A substantial challenge to the TWDB will be assigning populations to utility service areas, and those projections will require close review and likely substantial revision.

Susan Roth will initially survey the WUGs to confirm any necessary changes to their projections and make sure they are aware of the new census-based projections. As demonstrated through her previous work with RWRD and as TWDB's East Texas Regional Champion for the Statewide Flood Assessment, she will conduct additional outreach activities with regional stakeholders, including county judges, cities, water utility groups, manufacturing

and power generating entities, etc. to personally discuss their data.

Non-Municipal Water Demands

HDR will coordinate with TWDB staff as essential decisions are considered regarding non-municipal water demands:

- Ongoing peer review for irrigation, manufacturing and steam-electric power demands;
- Review the appropriateness of adopting previous livestock water demands; and
- Review results from the Bureau of Economic Geology's ongoing study to update mining water demands.

Supply and Needs Assessment

Using the TCEQ's Water Availability Models (WAMs), the HDR Team will assess water available to current permitted water rights and will update yields for the 36 major reservoirs supplying water in Region D. Region D is unique, as it includes parts of six different river basins – the Sulphur, Cypress, Red, Sabine, and small portions of the Trinity and Neches Basins. The HDR Team will coordinate with technical consultants from adjacent regions to ensure that assumptions, modeling and water supplies are consistent between the regional water planning areas utilizing supplies from common basins.

The HDR Team will coordinate with TWDB staff and Groundwater Management Areas (GMA) 8 and 11 to determine groundwater supplies consistent with local practice and future needs. These groundwater supplies will be finalized after coordination with the utilities (~85 municipal WUGs) and other agricultural and commercial users relying on groundwater in Region D.

The resulting supplies determined for each WUG will be compared with the projected demands and then used to calculate the needs, or shortages, within Region D for all municipal and non-municipal (industrial, steam-electric power generation, irrigation, mining, and livestock) WUGs in the planning area. HDR will coordinate with Region I and Region C to address supplies utilized from the Sabine River Authority and North Texas MWD in Region D.

Water Management Strategy Formulation

Based on the region's needs, identification, evaluation, and recommendation of water management strategies will be performed consistent with current regulatory and environmental drivers affecting water supply development. Per the TWDB Interregional Panel's recommendations, we expect earlier and more intensive coordination with other regional water planning groups regarding water

management strategies. Particular emphasis will be placed on coordination with Region C to facilitate consensus between the planning areas regarding Region D supplies that Region C entities could use.

Water Management Strategy Prioritization

The HDR Team will provide technical support to the NETRWPG as they prioritize the water management strategies recommended in the plan.

Communication

The HDR Team has worked with many of TWDB's regional water planning staff during past development of regional plans and has developed a strong working relationship with them. The HDR Team will develop a communications plan to ensure information is communicated effectively and regularly with TWDB staff and the NETRWPG throughout the planning process. The HDR Team will always be open and available to receive comments and feedback from NETRWPG members and other stakeholders as the 2026 Region D Water Plan is developed.

The HDR Team will provide seamless coordination with NETRWPG stakeholders and foster proactive communication with neighboring regional water planning areas.

Project Management Plan

HDR will work closely with the NETRWPG, providing regular communication to keep project work activities progressing forward in a timely manner. As needed, we utilize shared, secure network filing systems for seamless data sharing for project team members. In addition to the NETRWPG meetings, special committee meetings will be scheduled, as needed, to evaluate progress and discuss necessary and/or time-sensitive activities. Meetings with NETRWPG committees will be scheduled as needed for feedback and mid-course corrections to promote proactive completion of project deliverables on time and budget.

Project Controls

HDR's project approach focuses on managing costs, schedule and project risks. To achieve dependable quality in our work, we developed a Quality Management System (QMS) based on the fundamental principles and guidelines set forth by the ISO 9001 series of international standards for quality management. Our QMS provides an important framework for providing confidence in the quality of our deliverables. Three control processes are vital to successful project management: quality assurance/quality control (QA/QC); budget and schedule control.

QA/QC. We maintain fully-documented QA/QC procedures that include forms and checklists used by project managers

and QA/QC staff assigned to every project. Every report, document, drawing and specification is checked for technical accuracy, constructability, risk reduction and to verify that it meets the project needs.

Budget Control. We track project costs through an automated management system, which is especially effective for identifying any cost discrepancies. Also, the project manager works closely with area and regional managers to provide effective quality assurance and project delivery through periodic management reviews throughout the project.

Schedule Control. At the start of each project, our project manager prepares a Project Management Plan (PMP), which defines team resources, client information, project description, scope of work, deliverables, budget, project administration procedures, and filing requirements. The PMP outlines the basis for controlling project resources, schedule, scope and deliverables, and will be distributed to all team members.

Current Workload and Ability to Comply With Scope of Work

Our team is committed to delivering the 2026 Region D Water Plan on time and budget. The regional water planning process occurs over a five-year period, and the intensity of effort required varies considerably throughout the process. With a large staff well-versed with TWDB's specific planning process requirements, the HDR Team will manage our workload to meet Region D's requirements, as demonstrated successfully for 18 regional water plans since the 2001 planning cycle. As one of the larger consulting firms in Texas, HDR has the resources to deliver a successful project to meet NETRWPG's planning needs.

5. Capability of Firm to Commit Resources to Meet the Schedule

Our Project Organizational Chart and key staff information is provided in Section 2.

Commitment of Availability to Region D

Our team is available to the NETRWPG for the duration of the 2026 planning cycle. Based on previous experience with numerous TWDB planning cycles, the HDR Team is familiar with the communication and schedule requirements of developing a regional water plan. We will commit the resources necessary to complete the 2026 Region D Regional Water Plan in accordance with TWDB requirements.

Advantage to Region D: The HDR Team possesses exceptional resources and proven capabilities to prepare a successful 2026 Region D Water Plan.

Complete Milestones and Project on Schedule

The HDR Team has a strong record of meeting client schedules and project deadlines. Specifically, regarding TWDB-funded projects, HDR and Susan Roth have demonstrated the ability to meet schedules for previous regional water planning projects. In addition to identifying the experience and skills needed on each project, HDR has internal procedures to carefully monitor staff availability, subconsultants and workload. The staff identified earlier in the document will be available to perform their respective roles on this project. Our organization chart provides redundancy of skills to ensure that unanticipated situations will not impede progress on the project.

Advantage to Region D: The HDR Team consistently meets deadlines on deliverables, as demonstrated in past TWDB project history.

Complete Project within Budget

The HDR Team uses many tools to provide budget controls, including the following:

- A project guide will be developed and distributed to all Team members, including Susan Roth Consulting. This document will contain the project scope, list of project contacts, budget and schedule information, deliverables, and references to TWDB guidelines. The guide will be updated, as needed, throughout the project.
- HDR will hold internal Team meetings, where the Project Manager will discuss current and upcoming tasks, budget and schedule status, and upcoming resource needs with the team.
- The Project Manager, Assistant Project Manager and Task Leads will communicate as appropriate to confirm that scope, schedule, and deliverables are on target.

David Dunn, PE, will use HDR's project management systems to manage workloads, track costs, and monitor schedule. HDR's system provides cost and project progress information weekly, which allows the project manager and task leaders to identify and resolve schedule and cost issues before they impact the overall project schedule and budget.

Cory Shockley, PE, in his role as Project Principal, will review Key Performance Indicators throughout the life of the project to provide guidance as necessary to keep the project on schedule, task, and budget.

Advantage to Region D: Project efficiency, TWDB knowledge, technical proficiency and stakeholder outreach are what the HDR Team brings to the NETRWPG to facilitate the development of the 2026 Region D Water Plan.

6. Current Contractual Relationships with Existing Voting Members

Susan Roth Consulting, LLC is currently under contract with RWRD, assisting them with TWDB grant funding and the kick-off of the regional water system project. Mr. Fred Milton is a member of their Board of Directors and is a member of the Region D RWPG.

HDR Engineering, Inc. has a recently concluded contract with RWRD assisting them with water supply initiatives. Mr. Fred Milton is a member of their Board of Directors and is a member of the Region D RWPG.

HDR Acknowledgements:

- If requested, we will prepare & present in person (if needed) to the NETRWPG;
- If selected, the key individuals of the proposed team will not be changed without the written notification to the NETRWPG & the Administrative Agency for NETRWPG;
- If selected, we will conform to TWDB rules and requirements for grant funding and invoicing;
- All information, documentation & other material submitted in response to this RFQ are considered non-confidential & non-proprietary and are subject to public disclosure under the Texas Public Information Act after the solicitation has been completed & the contract executed with the selected firm.

7. Additional Information

HDR and Susan Roth Consulting: A Cohesive Team

HDR and Susan Roth have collaborated on previous projects. Our staff communicate frequently and maintain a strong working relationship which will result in high-quality support for development of the 2026 Region D Regional Water Plan.

Advantage to Region D: HDR and Susan Roth Consulting have a long-standing relationship of working together. The team has collaborated successfully in the past and will continue this trend with the preparation of the 2026 Region D Water Plan.

Additional Regional Water Planning Benefits: HDR's Experience with Groundwater Supply Systems

HDR understands that groundwater pumping fluctuates according to weather and water user needs. For this reason, modeled available groundwater (MAG) supplies based on maximum usage may not be relevant for planning purposes. HDR assisted the Region G Regional Water Planning Group with obtaining the first approved MAG Peak Factor (Carrizo-Wilcox Aquifer, Brazos County) during the 2021 planning cycle. This allowed groundwater supplies to be assigned with greater flexibility to more closely mirror actual management of groundwater resources while demonstrating that Desired Future Conditions would not be violated for the aquifer system.

Benefits of Selecting the HDR Team:

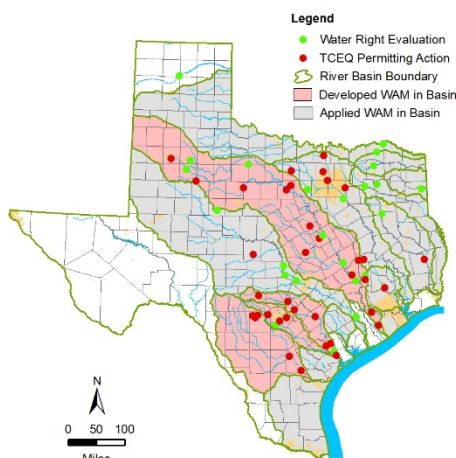
- ✓ *Experts in Texas Regional Water Planning*
- ✓ *Successful track record working with the TWDB*
- ✓ *Knowledgeable of the water resources and water issues of Region D stakeholders*

Groundwater and Surface Water Modeling in Texas

The HDR Team has conducted several successful groundwater and surface water modeling projects in Texas. As part of the HDR Team's regional water planning experience, the team has utilized TCEQ WAMs and TWDB

GAMs to determine available water supplies and analyze specific water management strategies.

TCEQ Water Availability Modeling (WAM) Experience



Our team has extensive experience in water availability modeling, which will be required to assess surface water supplies in Region D. **David Dunn, PE**, has led the development of WAMs for three basins (Brazos-

San Jacinto, Guadalupe-San Antonio, and Nueces) for the TCEQ. HDR has applied other WAMS in multiple basins across Texas, including for client projects located in the Sulphur, Cypress, Red, Sabine, Neches, and Trinity River Basins. HDR is currently updating the Neches and Brazos Basin WAMs for TCEQ.

More Than 30 Years of Relevant TWDB Experience

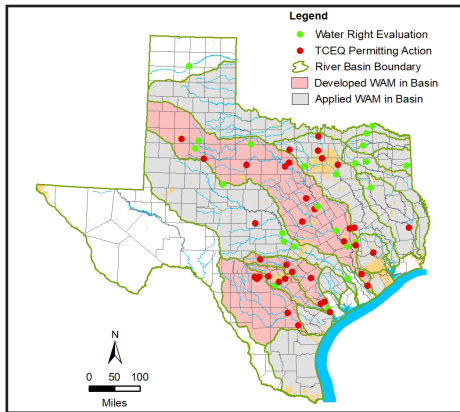
- Regional Water Plans in all five planning cycles
- TWDB Statewide Survey of Aquifer Suitability for ASR or Aquifer Recharge Projects
- Uniform Costing Model – 2012, 2017, 2022 SWP
- Cumulative Effects Analysis Tool Development
- Reservoir Site Protection Study
- Texas Water System Map – Geographic Information System support
- Linking the WAMs and GAMs
- Groundwater-Surface Water Interaction Analyses for Northern Trinity and Central Carrizo-Wilcox Groundwater Availability Models
- Nueces River Basin Regional Water Supply Study
- TWDB ASR Demonstration Project – Corpus Christi ASR Feasibility
- TWDB Water Facility Planning Studies (numerous counties)



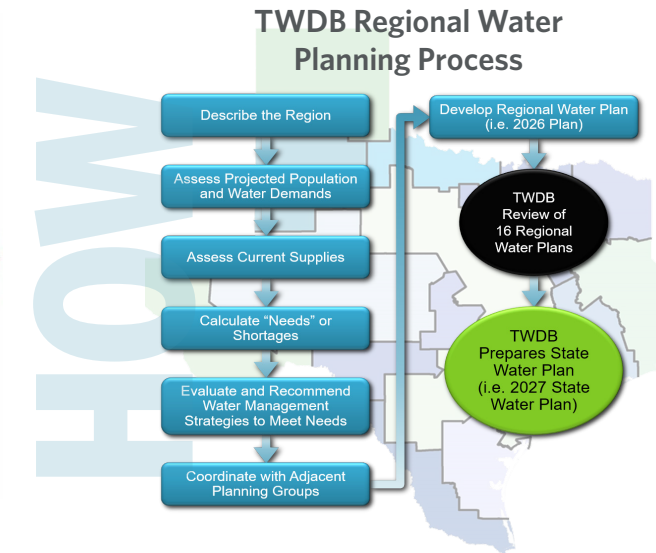
4401 West Gate Blvd, Suite 400
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512.912.5100

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HDR has applied TCEQ WAMs across the state, including the Red, Cypress, Sulphur and Sabine Basins, and are currently updating the Brazos and Neches WAMs for TCEQ.



Plan Setting and Profile Plotting Spreadsheet										<div style="border: 1px solid black; padding: 2px;"> <div style="display: flex; justify-content: space-between; font-size: 0.8em;"> Drawn: _____ Checked: _____ </div> <div style="display: flex; justify-content: space-between; font-size: 0.7em;"> 11/1/2016 Maximum Pipe ID: _____ </div> </div>	
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HDR led the development of the TWDB Uniform Cost Model applied by all regional water planning groups.

- Survey all WUGs and water providers regarding 2020-Census based population and water demand projections.
- Schedule earlier proactive engagement with Region C.
 - Develop clear agreement between the two regional water plans.
 - Eliminate potential double counting of water shared with Region C.
- Delineate plans for individual WUGs with both capital and annual costs shown more clearly.
- Provide frequent updates to RWPG members on current activities and upcoming decision points so that all decisions are made in context with the overall planning process.

TURKEY PEAK RESERVOIR

GBRA WATER SUPPLY PROJECT

RIVERBEND REGIONAL WATER SYSTEM

OTHER TWDB-FUNDED WORK

Brazosport Water Authority: regional water transmission system and storage identified through TWDB water planning efforts for Brazoria County; Susan secured TWDB grant funding to conduct initial plan and also \$28.3M TWDB SWIFT funding for design/construction activities.

City of Bryan: Regional ASR project identified as a water management strategy in the 2021 Region G Water Plan; Susan successfully secured \$18M TWDB SWIFT funding for design/construction activities.

**MEETING OF THE
North East Texas Regional Water Planning Group
WEDNESDAY, MARCH 31, 2021**

**Agenda Item 8
Review of current NETRWPG Bylaws**

North East Texas Regional Water Planning Group Bylaws 04/20/98

Prepared for the
North East Texas Regional Water Planning Group

by the
Ark-Tex Council of Local Governments

Table of Contents

ARTICLE I.	NAMES	1
Section 1.	Organization	1
Section 2.	Regional Water Planning Area	1
ARTICLE II.	ESTABLISHMENT AND PURPOSE	1
ARTICLE III.	PRINCIPAL ADMINISTRATIVE OFFICE	1
ARTICLE IV.	RESPONSIBILITIES	1
ARTICLE V.	VOTING MEMBERSHIP	2
Section 1.	Composition.....	2
Section 2.	Terms of Office.....	2
Section 3.	Conditions of Membership	2
Section 4.	Selection of Members.....	2
Section 5.	Attendance.....	4
Section 6.	Code of Conduct	4
Section 7.	Removal of Voting Members.....	5
ARTICLE VI.	NON-VOTING MEMBERSHIP	6
Section 1.	Mandatory Members.....	6
Section 2.	Discretionary Members	7
Section 3.	Code of Conduct	8
ARTICLE VII.	DESIGNATED ALTERNATES	8
ARTICLE VIII.	OFFICERS.....	8
Section 1.	Officers, Restrictions, and Terms of Office.....	8
Section 2.	Selection	8
Section 3.	Removal of Officers	9
Section 4.	Vacancies of Officers	9
Section 5.	Duties of Each Officer	10
Section 6.	Executive Committee	10
Section 7.	Designated Alternates.....	11
ARTICLE IX.	MEETINGS	11
Section 1.	Open Meetings and Notice.....	11
Section 2.	Regular Meetings	11
Section 3.	Called (Special) Meetings.....	11
Section 4.	Agenda	11
Section 5.	Quorum	12
Section 6.	Applicability of Robert's Rules of Order	12
Section 7.	Public Hearings/Meetings Required By Law.....	12
Section 8.	Minutes	12

ARTICLE X. MAKING DECISIONS	13
Section 1. Applicability; No Written Proxies.....	13
Section 2. Decision-Making Process	13
Section 3. Alternative Dispute Resolution	14
Section 4. Final Adoption of Regional Water Plan; Amendments.....	15
ARTICLE XI. BOOKS AND RECORDS	15
Section 1. Required Documents and Retainment.....	15
Section 2. Inspection and Copying	15
Section 3. Availability of Reports	16
ARTICLE XII. COMMITTEES.....	16
Section 1. Establishment.....	16
Section 2. Membership	16
Section 3. Officers	16
Section 4. Meetings	17
Section 5. Books and Records.....	17
Section 6. Code of Conduct	17
ARTICLE XIII. COMPENSATION.....	17
ARTICLE XIV. COST ALLOCATION	17
ARTICLE XV. CONTRACTUAL SERVICES	17
ARTICLE XVI. ADOPTING AND AMENDING THE BYLAWS	18
ARTICLE XVII. RESOLUTION ADOPTING BYLAWS	18

ARTICLE I. NAMES

Section 1. Organization

The official name of this organization shall be the "North East Texas Regional Water Planning Group" (hereinafter "NETxRWPG").

Section 2. Regional Water Planning Area

The official name of the regional water planning area designated as Region Water Development Area, by the Texas Water Development Board (hereinafter TWDB) in accordance with 31 Texas Administrative Code (hereinafter TAC) Chapter 357 on February 19, 1998, shall be the North East Texas Regional Water Planning Area, (hereinafter NETxRWPA).

ARTICLE II. ESTABLISHMENT AND PURPOSE

The NETxRWPG was established by appointment of an initial coordinating body by the TWDB on February 19, 1998, and any subsequent additional appointments by the initial coordinating body. The purpose of the NETxRWPG shall be to provide comprehensive regional water planning and to carry out the related responsibilities placed on regional water planning groups by state law, including Texas Water Code Chapter 16 and TWDB rules, including 31 TAC Chapters 355, 357 and 358, in and for the NETxRWPA.

ARTICLE III. PRINCIPAL ADMINISTRATIVE OFFICE

The principal administrative office of the NETxRWPG shall be the principal business offices of The Northeast Texas Municipal Water District. The administrative officer of the NETxRWPG for purposes of the Texas Open Records Act shall be the General Manager of the Northeast Texas Municipal Water District. The Chair of the NETxRWPG shall insure that the mailing address and physical address of the principal office and administrative officer are provided to all members of the NETxRWPG and the Executive Administrator of the TWDB.

ARTICLE IV. RESPONSIBILITIES

The NETxRWPG shall have the responsibility for performing the functions defined in Texas Water Code, Chapter 16 and in 31 TAC Chapters 355, 357, and 358 related to regional water planning groups for the NETxRWPA. Foremost among those responsibilities shall be the development of a regional water plan for the NETxRWPA that identifies both short and long-term water supply needs and recommends water management strategies for addressing them.

ARTICLE V. VOTING MEMBERSHIP

Section 1. Composition

The initial voting members of the NETxRWPG shall include the initial coordinating body appointed by the TWDB on February 19, 1998, plus the additional voting members appointed by the initial coordinating body to ensure adequate representation of the interests comprising the NETxRWPA stated in Texas Water Code 16.053(c), if present, and other interests determined by the NETxRWPG. Thereafter, the voting membership of the NETxRWPG shall include persons added or removed as provided under this Article and any 31 TAC §357.4(g)(4) member selected for voting membership under Article VI.

Section 2. Terms of Office

The terms of all initial voting members shall expire on September 1, 2001. Upon the expiration of the initial terms, all voting members shall draw lots for additional terms of one, two or three years, such that one third of the voting members, terms will expire in one additional year, an additional third in two years and the final third in three additional years. If there is an odd number of voting members at the time that lots are drawn, one more than one third shall draw lots for the one-year terms. No later than ninety calendar days prior to the end of the one-year terms, the voting members shall initiate procedures to appoint successors for the voting members drawing one-year terms, utilizing the process set forth under Section 4 of this Article. 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. At the conclusion of the two and three-year terms described above, all subsequent terms of office for voting members shall be three years, the goal of staggering the terms of office having been accomplished. All persons shall be eligible to serve a maximum of two consecutive terms as a voting member of the NETxRWPG.

Section 3. Conditions of Membership

In order to be eligible for voting membership on the NETxRWPG, a person must represent the interest for which a member is sought, be willing to participate in the regional water planning process, and abide by these bylaws.

Section 4. Selection of Members

No later than ninety calendar days prior to the expiration of a voting member's term, or within forty-five calendar days of the removal of a voting member, the NETxRWPG may post public notice in a newspaper of general circulation in each county located in whole or in part in the NETxRWPA soliciting nominations for a successor, identifying the particular interest for which nominations are 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 NETxRWPG may also submit nominations in the manner prescribed in the public notice.

The 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 make a decision for a successor by an affirmative vote of at least two-thirds of the voting members. An affirmative vote of two-thirds of the total voting membership of the NETxRWPG shall be required to appoint a nominee as a new voting member. If voting fails to select a new voting member, the voting members shall consider other nominations until a new member can be selected by an affirmative vote of two-thirds of the voting membership.

In addition to selecting new voting members to fill vacancies caused by removal or the expiration of a term, the voting members may add members to ensure adequate representation of the interests comprising the NETxRWPA. If such a new member is added, the existing voting members shall determine by not less than agreement of two-thirds of the voting membership, the exact applicability of the membership term provisions and restrictions to the new member at the time of the

new member's selection.

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

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 one, two or three 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 NETxRWPG meetings and hearings. Records of attendance shall be kept by the Secretary at all NETxRWPG meetings and hearings and presented as part of the minutes. Voting members of the NETxRWPG 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. The Chair shall excuse an absence if it is made known to the Chair prior to the beginning of the meeting or hearing that the absence is related to one of the following with supporting documentation made available to the Chair: personal illness, family or urgent business emergency, or jury or military duty. An excused absence will not be recorded as an absence. Representation by a designated alternate does not excuse a member's absence.

Section 6. Code of Conduct

Members and designated alternates of the NETxRWPG shall ethically conduct the business of the NETxRWPG 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 NETxRWPG 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 members or designated alternates family;
 - iii) the members or designated alternate 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 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) death;
 - (3) resignation;
 - (4) failure to abide by the code of conduct provisions set forth under Section 6 of this Article;
 - (5) appointment of a successor by the voting members upon expiration of the member term;
 - (6) change in status so that the member no longer represents the interest he or she was selected to represent;
 - (7) falsifying documents;
 - (8) any other serious violation of these bylaws as may be determined by the voting members; or
 - (9) the voting members designated alternate engages in any acts described in subdivisions (4), (7), or (8) of this subsection.

NETRWPG Minutes for June 17, 1998

Page Three

The selection continued and voting was made on the two teams with the most votes.

Bucher, Willis & Ratliff received 12 votes, and Alan Plummer received 9 votes during this selection process. Bucher, Willis & Ratliff received a majority of the Group.

Motion was made by Ruth Culver, second by Terry Winn to select Bucher, Willis & Ratliff to perform the scope of work for Region D. Motion carried unanimously.

Mr. Ray Flemons, Sr. Vice President made a brief statement and stated his appreciation for being selected to perform the scope of work.

Pursuant to Agenda Item No. 3, motion was made to amend Article V, Section 1. to provide that there will be no more than twenty-three (23) voting members on the full Group. By consensus motion, it was recognized that Ralph Rogers had resigned and that his resignation has been accepted. Motion was made to amend Article VI, Section 1.(b) to provide that within 45 days of adoption of the Bylaws, the NETRWPG shall post notice to solicit nominations for persons to serve as 31 TAC Section 357.4(g)(4) members. All motions made pursuant to Agenda Item No. 3 passed unanimously.

Motion to appoint Mendy Rabicoff as Liaison to Region I was made by David Parsons, second by Terry Winn. Motion carried unanimously.

Motion to appoint Ed Withers as Liaison to Region C was made by Mike Huddleston, second by Bill Rice. Motion carried unanimously.

Motion to appoint the following non-voting members who have headquarters outside Region D but who have at least 1,000 acre feet of water rights inside Region D:

Sam Collins – Sabine River Authority
Robert Mansell – North Texas Municipal Water District
W. David Ryburn – City of Irving
Larry N. Patterson – City of Dallas
Winston Holley - SWEPCO

Motion was made by Sue Ann Harting, second by John Bradley. Motion carried unanimously.

Motion was made by Gary Jackson, second by Vernon Rowe, to appoint James A. Withaeger, as a non-voting member representing U. S. Army Corps of Engineers, a Federal Agency.

(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 for an explanation as to why he or she should not be removed from voting membership. The member shall make written response to the Chair within fifteen calendar days from the date of receipt of the Chair request. Within five calendar days of receipt of the members response, the Chair shall forward copies of the response to the voting members. If the Chair continues to suspect that a ground for removal may exist, if the member fails to make a timely response to the Chair request, or if a voting member requests its inclusion on the agenda after reviewing the written response from the accused member, the Chair shall place an item on the next subsequent meeting agenda calling for the removal of the member. At the meeting, the member subject to the possible removal action may present evidence of why he or she should not be removed. The voting members may remove the member by not less than agreement of two-thirds of the voting membership. The member 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 voting membership for purposes of calculating a two-thirds vote.

ARTICLE VI. NON-VOTING MEMBERSHIP

Section 1. Mandatory Members

(a) The voting members of the NETxRWPG shall add the non-voting members set forth in 31 TAC §357.4(g)(1)-(g)(3) and accept the designees appointed by the entities set forth therein. Such designees shall have no terms of office and shall serve until replaced by the designating entity. However, if the voting members decide by not less than agreement of two-thirds of the voting membership, that a particular designee is hindering the regional water planning efforts of the NETxRWPG, 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.

(b) The voting members of the NETxRWPG shall add at least one non-voting member as set forth in 31 TAC §357.4(g)(4). Within thirty calendar days of adoption of these bylaws, or within forty-five calendar days of the removal of a 31 TAC §357.4(g)(4) member, the NETxRWPG shall post public notice in a newspaper of general circulation in each county located in whole or in part in the

NETxRWPA, soliciting nominations for persons to serve as a 31 TAC §357.4(g)(4) member, stating the conditions of membership, delineating the method for submitting nominations, and establishing a deadline for submission of nominations of no later than twenty-one calendar days from the date notice was posted. Members of the NETxRWPG may also submit nominations in the manner prescribed in the public notice.

The Executive Committee shall receive and process the nominations and, 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 the interest as described in 31 TAC §357.4(g)(4). 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 make a decision for a new member or successor by an affirmative vote of at least two-thirds of the voting members. An affirmative vote of two-thirds of the total voting membership of the NETxRWPG shall be required to appoint a nominee as a non-voting 31 TAC §357.4(g)(4) member. If voting fails to select a member, the voting members shall consider other nominations until a 31 TAC §357.4(g)(4) member can be selected by an affirmative vote of two-thirds of the voting membership.

Once selected, a 31 TAC §357.4(g)(4) non-voting member shall have no term of office and shall serve until removed by the voting members by not less than an affirmative vote of two-thirds of the voting membership.

(c) The voting members may at any time, including the time of initial selection of a 31 TAC §357.4(g)(4) member, convert the membership of a 31 TAC §357.4(g)(4) non-voting member into a voting membership by a two-thirds vote of the voting membership. If selected to be a voting member, a 31 TAC §357.4(g)(4) member shall have the rights, duties, terms, conditions, and other privileges and obligations of regular voting members. The voting members, excluding the 31 TAC §357.4(g)(4) member subject to the possible membership conversion, shall determine the exact applicability of the membership term provisions and restrictions to the 31 TAC §357.4(g)(4) member at the time of such conversion by not less than agreement of two-thirds of the voting membership.

(d) The voting members, excluding the 31 TAC §357.4(g)(4) member subject to the possible membership conversion, may at any time convert the membership of a

31 TAC §357.4(g)(4) voting member into a non-voting membership, by not less than an affirmative vote of two-thirds of the voting membership, not including the voting membership of the 31 TAC §357.4(g)(4) member subject to the possible membership conversion.

Section 2. Discretionary Members

The voting members of the NETxRWPG may add or remove as a non-voting member an entity set forth in 31 TAC §357.4(h) by two-thirds vote of the voting membership. If an entity is added, 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 two-thirds vote of the voting membership that a particular designee is hindering the regional water planning efforts of the NETxRWPG 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.

Section 3. Code of Conduct

All non-voting members shall comply with the code of conduct provisions under Section 6 (Conflict of Interests) 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 or hearing. Each member must notify the Chair in writing of the name and address of the members designated alternate at least forty-eight hours prior to the first meeting or hearing 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 NETxRWPG 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 Next RWPG shall select from the voting membership a Chair, Vice Chair, and Secretary/Treasurer 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. 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 twenty eight 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 not less than agreement of two-thirds 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 mailed to all members of the NETxRWPG 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 not less than agreement of two-thirds 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, by but not less than agreement of two-thirds 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, the officer subject to the possible removal action may present evidence of why he or she should not be removed. 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 two-thirds 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.

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 not less than agreement of two-thirds 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 NETxRWPG. The Chair will preside at all meetings of the NETxRWPG 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 NETxRWPG 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/Treasurer. The Secretary/Treasurer shall maintain the minutes and take attendance of the NETxRWPG meetings. The minutes and attendance shall

be kept as part of the NETxRWPG official records. The Secretary/Treasurer shall insure 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/Treasurer shall maintain a record of revenues and expenses sufficient to meet state auditor requirements, under the Uniform Grant Administration Management Standards (UGAMS) and 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/Treasurer shall assume the duties of the Chair.

Section 6. Executive Committee

The Executive Committee shall be composed of five NETxRWPG members, including the Chair, Vice Chair, Secretary/Treasurer, and two members-at-large. 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 NETxRWPG may delegate any 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 NETxRWPG, 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 TWDB rules. All actions of the NETxRWPG 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 water planning process. Copies of all materials presented or discussed shall be made available for public inspection prior to and following any meeting of the NETxRWPG.

Section 2. Regular Meetings

The NETxRWPG shall meet on a regular basis. At the first meeting after the adoption of these bylaws and the first meeting of each calendar year thereafter, the NETxRWPG shall establish and adopt a meeting schedule for the ensuing year. The Secretary shall insure that an advance notice and an agenda for regular meetings will be provided to the full membership of the NETxRWPG at least seventy-two (72) hours in advance by first class U.S. Mail, facsimile, or electronic mail. 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 NETxRWPG may call special meetings of the NETxRWPG. The Secretary shall insure that advance notice and an agenda for the called meeting is provided to the full membership of the NETxRWPG at least seventy-two (72) hours in advance by first class U.S. Mail, facsimile, or electronic mail. Supporting materials for the meeting may be forwarded to each member prior to each meeting, as deemed appropriate by the Chair.

Section 4. Agenda

The Secretary of the NETxRWPG shall insure 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 three voting members of the NETxRWPG. Consideration for approval of the previous meetings 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 NETxRWPG.

Section 5. Quorum

A quorum of the NETxRWPG shall be a simple majority of the voting members or their designated alternates excluding vacancies. At minimum, a quorum shall be necessary to conduct any business of the NETxRWPG. No actions requiring a

two-thirds vote of the voting membership shall be taken during a regular business session, unless at least three-fourths of the voting membership is present.

Section 6. Applicability of Robert's Rules of Order

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

Section 7. Public Hearings/Meetings Required By Law

The NETxRWPG shall post notice and conduct public hearings and public meetings that are specifically required by statute and/or TWDB rule, including those set forth for preplanning, draft regional water plan presentation, adoption of amendments to the regional water plan, and final regional water plan adoption, in accordance with the requirements of the relevant state law and/or TWDB rules. Notification requirements may be different than those specified in Section 1 of this Article and are specifically delineated in Texas Water Code 16.053 and/or 31 TAC §357.12.

Section 8. Minutes

(a) The Secretary shall insure that minutes of all meetings of the NETxRWPG 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 record; and state any other information required by these bylaws to be included in the minutes.

(b) The Secretary shall insure that true copies of the minutes are provided to the full membership as soon as possible following the meeting, but no later than prior to the next regular meeting of the NETxRWPG.

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 NETxRWPG, 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 NETxRWPG, 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 agreement 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) The NETxRWPG shall make decisions using a voting process based upon a show of hands. Secret written ballots shall not be allowed during an open session.

(b) Failure to Reach Agreement. If after good faith negotiations it appears likely to the Chair that the voting members will be unable to reach full agreement, the Chair shall entertain the following:

a motion and a second to put the issue to a vote to be conclusively decided by an affirmative vote of not less than fifty-one percent of the voting members present.

Section 3. Methods to Resolve Disputes

(a) The Northeast Texas RWPG shall use methods to resolve disputes between regional water planning group members on matters coming before the regional water planning group. The method that will first be used is resolution of the dispute by consensus. If the consensus method fails to resolve the dispute, then the method used to resolve the dispute shall be by vote of the voting members of the Northeast Texas RWPG. Resolution by the voting method shall be by majority vote unless otherwise provided by an applicable section of the Bylaws or applicable law. This section should be construed as satisfying or exceeding any requirement described in 31 TAC Section §357.4(K)(6).

Section 4. Final Adoption of Regional Water Plan; Amendments

The voting members of the NETxRWPG shall finally adopt the regional water plan for the NETxRWPA, and any amendments thereto by not less than agreement of two-thirds of the voting membership.

ARTICLE XI. BOOKS AND RECORDS

Section 1. Required Documents and Retainment

Records of the NETxRWPG, 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 political subdivision(s) as representative(s) of the NETxRWPG; 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 NETxRWPG for a period of at least five years.

Section 2. Inspection and Copying

Records of the NETxRWPG shall be available for inspection and copying at the principal place of business of the representative political subdivision (Administrative Entity) during normal business hours. Procedures and fees for copying and inspection shall be the same as those used by the political subdivision housing the principal office of the NETxRWPG for inspection and copying of its own public records.

Section 3. Availability of Reports

All reports, planning documents, and work products resulting from projects funded by the TWDB shall be made available to the TWDB, the Texas Parks and Wildlife Department, and the Texas Natural Resource Conservation Commission or their successor agencies. At least one copy of the approved regional water plan

shall be placed in the county clerk's office for each county and in at least one public library of each county having land within the NETxRWPA, in accordance with state law.

ARTICLE XII. COMMITTEES

Section 1. Establishment

The NETxRWPG may by motion establish committees and subgroups to assist and advise the NETxRWPG in the development of the regional water management plan. The committee or subgroup may be formed to address specific issues assigned by the NETxRWPG and may have a specified term of membership.

Section 2. Membership

Membership in the committees and subgroups shall generally follow the requirements and procedures of Article V of these bylaws; membership of the committees and subgroups should be inclusive, rather than exclusive in nature; the interests identified in the initial coordinating body will be invited to participate, as well as other interests that have been identified. Appointment to committees or subgroups shall be made by not less than agreement of two-thirds of the voting membership. The terms of office for all members of committees and subgroups shall be either upon the expiration of the term, if any, specified by the NETxRWPG in the establishing motion for the committee or subgroup, or upon the expiration of the person's membership in the NETxRWPG.

Section 3. Officers

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

Section 4. Meetings

Requirements and procedures for committee or subgroup meetings shall follow those established in Article IX of these bylaws, including requirements for notice. Committees or subgroups may adopt their own rules of procedure, if authorized by

the NETxRWPG 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 or subgroup books and records shall follow those established for the NETxRWPG in Article XI of these bylaws.

Section 6. Code of Conduct

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

ARTICLE XIII. COMPENSATION

Members of the NETxRWPG are not to be compensated for their expenses by the State of Texas. All travel expenses may be documented by the members and submitted to the political subdivision designated by the NETxRWPG to apply to TWDB for funding. The political subdivision contracting with the TWDB for the NETxRWPG shall compile the travel information from the members, which will be counted as an in-kind expense at the state rate that is in effect at the time the travel occurred.

ARTICLE XIV. COST ALLOCATION

The voting members of the NETxRWPG shall develop and approve an equitable method or formula for the allocation of costs associated with the local match for state funding.

ARTICLE XV. CONTRACTUAL SERVICES

The voting members of the NETxRWPG shall make all decisions related to final approval of persons or entities selected by an eligible applicant to provide contractual services for the NETxRWPG, including all services related to preparation, development, or revisions of the regional water plan for the NETxRWPA. However, the voting members may delegate to the Executive Committee the authority to make administrative decisions concerning amendments to TWDB Research and Planning Fund grant contracts for services related to regional water planning, except those decisions concerning amendments related to scopes of work and budgets.

ARTICLE XVI. ADOPTING AND AMENDING THE BYLAWS

These bylaws shall have full force and effect upon approval and adoption by the voting members of the NETxRWPG, acting on behalf of the interests comprising the NETxRWPA, and upon submission to the TWDB in compliance with 31 TAC §357.4. The voting members shall adopt these bylaws and any amendments thereto by not less than agreement of two-thirds of the voting membership.

ARTICLE XVII. RESOLUTION ADOPTING BYLAWS

WHEREAS, no bylaws have been adopted governing the conduct of the internal affairs of the NETxRWPG; and

WHEREAS, the set of bylaws presented to this meeting are suitable for the purpose and their adoption is in the best interests of the NETxRWPG; it is, therefore,

RESOLVED, that the members of the NETxRWPG this 20th day of April 1998, approve and adopt the bylaws presented to this meeting of members as the bylaws of the NETxRWPG; and it is

FURTHER RESOLVED, that the bylaws be authenticated as such by the Secretary of the NETxRWPG 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 NETxRWPG for inspection by members or the public at all reasonable times during business hours.

April 28, 1998
April 28, 1998

Interim Chairman
Interim Chairman