



## **APPENDIX C. MEETING DOCUMENTATION**

Appendix C includes meeting agendas, sign-in sheets, and minutes (where applicable and available) for meetings convened during the development of the Fort Bend County Hazard Mitigation Plan Update.



## Fort Bend County HMP Update Pre-Kick-Off Meeting - Agenda September 26, 2022



1. **Meeting Goals:** Agree on draft workplan and schedule; determine degree of support for CRS credits; confirm SOW and additional items; agree on areas to expedite; agree on schedule drivers; confirm County and Tt responsibilities

### 2. Introductions

### 3. Planning Team

- Core Planning Team (CPT) meetings –
  - Fort Bend OEM
  - Tetra Tech
- Steering Committee -
  - Commissioners Court
  - Community Development
  - Drainage District
  - Engineering
  - OEM
  - Road and Bridge
- Local Mitigation Planning Team –
  - Steering Committee and municipalities:

▪ Fort Bend County	▪ Needville (C)
▪ Arcola (C)	▪ Orchard (C)
▪ Beasley (C)	▪ Pearland (C) (CRS 6) <i>did not participate in 2018</i>
▪ Fairchilds (V)	▪ Pleak (V)
▪ Fulshear (C)	▪ Richmond (C)
▪ Katy (C) <i>did not participate in 2018</i>	▪ Rosenberg (C)
▪ Kendleton (C)	▪ Simonton (C)
▪ Meadows Place (C)	▪ Stafford (C)
▪ Missouri City (C) (CRS 7)	▪ Thompsons (T)
	▪ Weston Lakes (C)
- Stakeholders
  - Businesses
  - Coastal Plains Soil and Water Conservation District
  - Fort Bend Chamber of Commerce
  - Health care – hospitals, clinics, nursing homes, local and county health departments
  - Levee Improvement Districts
  - Municipal and County Services – OEM, police, fire, roads/bridges, etc.
  - Neighboring Counties
  - Schools/Universities
  - Utility Providers – phone/electricity/water/gas
- Public meetings – all planning team meetings will be open to the public

### 4. Data Collection



## Fort Bend County HMP Update Pre-Kick-Off Meeting - Agenda September 26, 2022



- Grant agreement from TDEM and FEMA – if applicable
- FEMA Plan Review Tool from previous plan
- Stakeholders
- Information Gathering Worksheets
- Critical Facility Inventory
- Data Wish List
- NFIP Data Request
- FEMA CAV request
- Dam request
- HMP website

### 5. Hazards of Concern Identification

- Tt suggests the following (but will confirm with the Planning Partnership during their kick-off meeting):

2018 HMP	2019 State HMP	2023 County HMP Update
Dam/Levee Failure	Dam/Levee Failure	Dam/Levee Failure
Drought	Drought	Drought
Expansive Soils	Expansive Soils	Expansive Soils
Extreme Heat	Extreme Heat	Extreme Temperature (heat/cold)
Floods	Riverine Flooding	Flood (Riverine/Flash/Stormwater)
Hailstorms	Hailstorms	Hailstorms
Hurricanes/Tropical Storms	Hurricanes, Tropical Storms and Depressions	Hurricanes and Tropical Storms
Land Subsidence	Land Subsidence	Land Subsidence
Lightning	Lightning	Lightning
-	-	Pandemic/Disease Outbreak
Tornadoes	Tornadoes	Tornado
Wildfires	Wildfire	Wildfire
Windstorms	Severe Winds	Windstorms
Severe Winter Storms	Winter Weather	Winter Weather
-	Severe Coastal Flooding	-
-	High Wind	-
-	Earthquakes	-
-	Extreme Cold	-
-	Coastal Erosion	-
-	Inland Erosion	-

### 6. Public and Stakeholder Outreach

- Steering Committee
- Planning Partnership
- Stakeholders



## **Fort Bend County HMP Update Pre-Kick-Off Meeting - Agenda September 26, 2022**



- General Public

### **7. In-Kind Services Tracking**

### **8. Work Plan**

- Current plan expires in February 2023
- Kick-Off Meetings
  - Core Planning Team – September 26<sup>th</sup>
  - Steering Committee – week of October 10<sup>th</sup>
  - Planning Partnership – week of October 17<sup>th</sup>
- Goals and Objectives –
  - Steering Committee – week of November 7<sup>th</sup>
- Mitigation Strategy Workshop – December 2022
- Risk Assessment Workshop – February 2023 (Tt to confirm with GIS of their schedule)
- Public Review Period – February 2023 (14 days)
- Draft to TDEM – March 2023
- Draft to FEMA – April 2023
- Tentative APA – May 2023
  - If the plan is approved before mid-July 2023, there should be no ramifications of having a lapse between expiration date and approval date
  - Fort Bend County to notify TDEM of this schedule to confirm this submittal date is acceptable

### **9. Next Steps**



*Virtual Meeting*

[Join Online](#) | Meeting ID: 253 766 967 547 | Passcode: 2udezq

*Or*

*Dial-in Number (toll): 832-856-3579 | Conference ID: 561 368 964#*

1. **Welcome and Introductions**
2. **In-Kind Services Tracking**
3. **Benefits of Hazard Mitigation and Overview**
  - Purpose and expected outcomes of the Hazard Mitigation Plan
  - 2023 enhancements
4. **Project Organization**
  - Key Agencies
  - Municipal Participants
  - Stakeholders
5. **Steering Committee Roles and Responsibilities**
6. **Hazards of Concern Identification**
7. **Critical Facilities and Lifelines**
8. **Goals and Objectives**
9. **Public and Stakeholder Outreach**
  - Strategy – press releases, social media posts, capture of miscellaneous outreach, HMP website
  - Tracking
10. **Schedule**
  - Overview and Milestones
  - Meeting Schedule
11. **Questions / Wrap-Up**



Fort Bend County, TX Hazard Mitigation Plan 2023 Update  
Planning Partnership Meeting #1  
November 9, 2022 | 11:00 am CST

**Purpose of Meeting:** Planning Partnership Meeting #1

**Location of Meeting:** Microsoft Teams

**Date/Time of Meeting:** November 9, 2022

**Attendees:** Misty Tiemann- Secretary of Beasley  
Rodney Grimmer-Senior Coordinator of Fort Bend  
Andrea James- Planning Coordinator of Fort Bend  
Charles Brockett- Fort Bend  
Mark Vogler-Fort Bend  
Mary Staff-Fort Bend  
Scott Wieghat-Fort Bend  
Vanessa McKeenan-Fort Bend  
Greg Babst- Deputy Coordinator of County  
HS&EM  
Mark Flathouse-County EMC  
Craig Kalkomey-Director of Fort Bend Utility Auth.  
Felix Vargas-Fulshear  
Christina Flores-City of Kendleton Secretary  
Gary Stewart Chief of Police of Meadows Place  
Jack Ashton- Meadows Place Asst. Chief of Police  
Rod Hailey- Public Works Director of Meadows  
Place  
Trameka Jewett-EMC for Missouri City  
Jim Whitehead- Richmond  
Robert Oliver-Richmond  
Darrell Himly-Rosenberg  
Rigo Calzoncin-Rosenberg  
Erica Molina-Simonton  
Gabriel Lavine-Sugar Land  
Brian Rutherford-Tetra Tech  
Heather Apgar-Tetra Tech  
(281) 533-0172  
David Jordan (Guest)  
Melissa  
Rick Staigle  
Shashi Kumar (Guest)

**Agenda Summary:** HMP Overview, Planning partnership, public and stake holder outreach, worksheets

Item No.	Description	Action By:
1.	Welcome and Introductions •	Heather
2.	In-Kind Tracking •	Heather
3.	Benefits of Hazard Mitigation and Overview •	Heather
4.	Project Organization and Overview •	Heather



Fort Bend County, TX Hazard Mitigation Plan 2023 Update  
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5.	Steering Committee Roles and Responsibilities •	Heather
6.	Hazards of Concern Identification	
7.	Critical Facilities and Lifelines •	Heather
8.	Goals and Objectives	
9.	Public and Stakeholder Outreach	
10.	Schedule	
11.	Questions/Wrap-Up	









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## 2018 Hazards of Concern

- Dam/Levee Failure
- Drought
- Expansive Soils
- Extreme Heat
- Floods
- Hailstorms
- Hurricanes/Tropical Storms
- Land Subsidence
- Lightning
- Tornadoes
- Wildfires
- Windstorms
- Severe Winter Storms

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## 2023 Potential Hazards of Concern

- Dam/Levee Failure
- Derechos
- Drought
- Extreme Temperature (heat/cold)
- Flood (Riverine/Flash/Stormwater)
- Geologic Hazards (expansive soils, subsidence)
- Hurricane/Tropical Storm
- Pandemic/Disease Outbreak
- Severe Weather (Lighting/Hail/Wind/Derechos)
- Tornado
- Wildfire
- Winter Weather

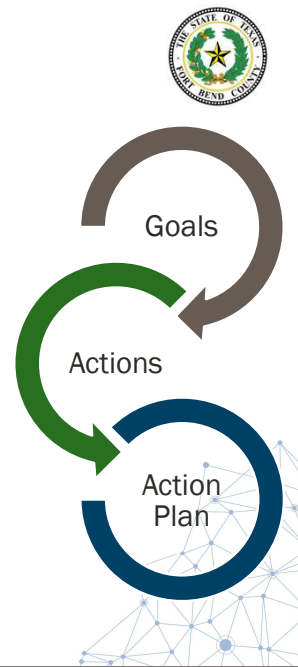
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## Mitigation Strategy

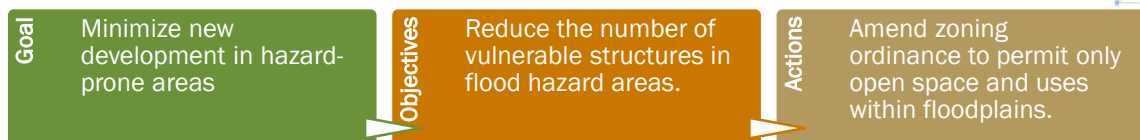
- Goals
  - What outcomes do you want to achieve?
- Actions
  - What specific actions will be taken to reduce risk from hazards?
- Action Plan
  - How will the actions be prioritized and implemented?



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## Goals and Objectives Review and Update

Goal Number	Goal
1	Educate and inform citizens regarding potential emergency situations related to natural hazards, including those resulting from groundwater depletion.
2	Decrease the risk to life and property through planning, preparing and mitigating.
3	Performing projects that reduce the impact of natural hazards in order to increase resiliency and enhance the ability to recover.



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1. **Welcome and Introductions**
2. **In-Kind Services Tracking**
3. **Benefits of Hazard Mitigation and Project Overview**
  - Purpose and expected outcomes of the Hazard Mitigation Plan
  - 2023 enhancements
  - Project overview
4. **Public and Stakeholder Outreach**
  - Strategy – press releases, social media posts, capture of miscellaneous outreach, HMP website
  - Tracking
5. **Hazards of Concern Identification**
6. **Worksheets**
7. **Schedule**
  - Overview and Milestones
  - Meeting Schedule
8. **Questions / Wrap-Up**

Join meeting remotely:

- Dial-in by phone: 832-856-3579 Phone Conference ID: 706 121 334#
- Or join via MS Teams – [click here to join](#)
  - Meeting ID: 250 159 412 945
  - Passcode: Ckdtbd







7.	<p><b>Public and Stakeholder Outreach</b></p> <ul style="list-style-type: none"> <li>• Social Media Posts,</li> <li>• Press Release,</li> <li>• HMP website</li> <li>• Surveys for stakeholder, public and neighboring counties               <ul style="list-style-type: none"> <li>◦ Heather provides information and tips for getting surveys out there; requests photos of social media posts and actions taken by jurisdictions to spread the word</li> </ul> </li> </ul> <p><b>Next Steps</b></p> <ul style="list-style-type: none"> <li>• Heather provides tentative schedule to all meeting attendees</li> <li>• Complete worksheets, workshops, risk assessment meetings, public review, rough draft, final draft public review meeting</li> <li>• Submission to TDEM (30 days)</li> <li>• They can add comments for review</li> <li>• Submit to FEMA (45 days)</li> <li>• They can add comments for review</li> <li>• Approvable Pending Adoption Status</li> <li>• Then HMP can be adopted</li> </ul>	-
	<p><b>Worksheets-</b></p> <ul style="list-style-type: none"> <li>• <b>Worksheet A – Hazard Event History</b> – dollar amounts incredibly helpful for this</li> <li>• <b>Worksheet B – Capability Assessment</b></li> <li>• <b>Worksheet C – NFIP FPA Questionnaire</b> – best person to fill this out is Floodplain Admin – if no Floodplain Admin, person with most knowledge about flooding should fill this worksheet out</li> <li>• <b>Worksheet D – Action Review</b> – previous actions, need progress description of those actions for plan update. If no progress – please explain why</li> <li>• <b>Worksheet E – Building Permits</b> – need to document how much development has/will occur within the county in the next 5 years</li> </ul>	Tetra Tech to distribute worksheets to participants

Meeting concurred at 11:47 AM with no questions or concerns from the attendees. Craig and Brian offer help and assistance to all the municipalities involved.



































6.	<b>Review/Finalize Goals and Objectives</b> <ul style="list-style-type: none"> <li>Review polling results <ul style="list-style-type: none"> <li>Steering Committee is in agreement on 2023 updated goals</li> <li>Steering Committee is in agreement on 2023 objectives</li> </ul> </li> </ul>	--
7.	<b>Public and Stakeholder Outreach</b> <ul style="list-style-type: none"> <li>Strategy – press releases, social media posts, capture of miscellaneous outreach, HMP website</li> <li>Stakeholder and Public surveys running by 02/10</li> <li>Website up and running</li> </ul>	Tetra Tech <ul style="list-style-type: none"> <li>Wrapping up surveys and sending to County by 02/10.</li> </ul>
8.	<b>Next Steps/Questions</b> <ul style="list-style-type: none"> <li>Risk Assessment Meeting – 03/22/23</li> <li>Public Involvement/Stakeholders – Ongoing</li> <li>Website up and running</li> <li>Mitigation Strategy Workshop – 03/01/23</li> <li>Draft Plan to Core Planning Team – April/May 2023</li> <li>Final Draft Plan to TDEM – May/June 2023</li> <li>Final Draft Plan to FEMA – July/August 2023</li> <li>Plan Adoption – September/October 2023</li> <li>Stakeholder and Public surveys running by 02/10</li> </ul>	County <ul style="list-style-type: none"> <li>Submit critical facilities survey responses by 02/21.</li> </ul> Tetra Tech <ul style="list-style-type: none"> <li>Will send critical facilities survey by 02/10.</li> </ul>
9.	<b>Conclusion</b> Call ended at 10:30 CST/11:30 EST	--





















- 1) Welcome
- 2) Progress Report
  - Participation Status
  - Next steps in updating annexes
- 3) Public and Stakeholder Outreach
  - Strategy – press releases, social media posts, capture of miscellaneous outreach, HMP website
  - Tracking
- 4) Risk Assessment
  - What is risk?
  - Process
  - Preliminary results
- 5) Identifying Mitigation Strategies
  - How do you reduce risk?
  - Identifying mitigations actions and strategies
  - Complete one form for every action - <https://forms.office.com/r/skApygNAJZ>
- 6) Schedule
- 7) Questions / Wrap-Up



























Preliminary Hazard Ranking  
Fort Bend County, Texas

